

**Coast Community College District**  
**BOARD POLICY**  
Chapter 3  
General Institution

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**BP 3515 REPORTING OF CRIMES**

**References:**

Education Code Sections 212, 67380 and 87014;  
Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998;  
Campus Security Act of 1990

The Chancellor, as required by law, shall assure that reports are prepared of all incidents of criminal activity reported to the Campus Public Safety Department. This shall include reports for all criminal activity including but not limited to crimes committed on campus involving violence, theft or destruction of property, illegal drugs, alcohol intoxication, or non-criminal acts of hate. The Chancellor shall further assure that required notifications be made to local law enforcement in accordance with the Memoranda of Understanding that the District has executed with local police agencies. Such reports shall be made available as required by law.

Employees who are victims of or witnesses to an assault, an attack, menacing, or threats should immediately report the crime to a District or college administrator, the Campus Public Safety Department, or to the local police department.

The Colleges shall document crimes reported to the Campus Public Safety Departments for inclusion in the Annual Security Report as required by law.

The Chancellor shall issue a campus wide “timely warning” for incidents which constitute an ongoing or continued threat to the health and safety of students and employees. For certain crimes and other occurrences related to hate violence, the Campus Public Safety Departments are to report to the Board, as required by law, to allow the Board to make a report available to the public.

See also CCCD BP/AP 3520 titled Local Law Enforcement, BP/AP 3530 titled Weapons on Campus, and BP/AP 3560 titled Alcoholic Beverages.

Renumbered from CCCD Policy 040-13-6, Spring 2011  
Revised December 2, 2013  
Revised May 17, 2017