

Santa Clarita Community College District

College of the Canyons



2026 Annual Security Report

For calendar year 2025

VALENCIA CAMPUS

CANYON COUNTRY CAMPUS

Table of Contents

<u>Topic</u>	<u>Page</u>
Local Sheriff / Fire Phone Numbers Title IX Coordinators and Campus Safety	3
History of the Jeanne Clery Campus Safety Act	4
Los Angeles County Sheriff's Department / Contact & Clery Act Request	5
Availability of the Annual Security Report	6
- Valencia Campus	6-8
- Canyon Country Campus	9-11
Hate Crimes	
- Valencia Campus	12-14
- Canyon Country Campus	15-17
Sex Offender Registration	18
Violence Against Women Act (VAWA) Offenses	18
- Dating Violence	18
- Domestic Violence	18
- Stalking	18-19
- Sexual Assault	19
Reporting of Crimes	19-20
Victims' Rights	20
Warnings to the Campus Community	20-21
Agreement with Local Law Enforcement	21
Statistical Reporting	21-22
Required Reports to Local Law Enforcement Agency	22
Voluntary Confidential Reporting Procedures	22-23
Campus Security Authorities (CSA)	23
Timely Warnings	23-24
Campus Security and Access	24
Campus Safety Authority & Jurisdiction	24
Security Awareness Programs	25-26
Off-Campus Student Clubs and Organizations	26
Alcoholic Beverages	26-29
Substance Abuse Education	30
Policy for Reporting the Annual Disclosure of Crimes Statistics	30
The Stop Campus Hazing Act	30-32
Santa Clarita Community College Board Policy & Administrative Procedures Links	32-33
Campus Maps / Facility Addresses	34-38

Local Sheriff / Fire Phone Numbers / Title IX Coordinators

<u>Name</u>	<u>Number</u>
Los Angeles County Sheriff (Santa Clarita Station)	661-260-4000
Los Angeles County Fire Station 132	661-250-3220
Los Angeles County Fire Station 124	661-254-4404
Dr. John Lejay II, Senior Investigator /Title IX & Student Conduct	661-362-3945 661-362-3498
Miranda Zamudio, MHRM, Interim Assistant Superintendent/ Vice President, Human Resources & Professional Development	661-362-3423
Clinton Slaughter, Interim Vice President of Student Services	661-362-3298
Campus Safety	661-362-5089

History of the Jeanne Clery Campus Safety Act



The Jeanne Clery Campus Safety Act is the landmark federal law, originally known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) that requires colleges and universities across the United States to disclose information about crime on and around their campuses.

Because the law is tied to participation in federal student financial aid programs it applies to most institutions of higher education both public and private. It is enforced by the U.S. Department of Education.

The "Clery Act" is named in memory of 19-year-old Lehigh University freshman Jeanne Clery who was raped and murdered while asleep in her residence hall room on April 5, 1986.

Jeanne's parents, Connie and Howard, discovered that students had not been told about 38 violent crimes on the Lehigh campus in the three years before her murder. They joined with other campus crime victims and persuaded Congress to enact this law, which was originally known as the "Crime Awareness and Campus Security Act of 1990."

The law was amended in 1992 to add a requirement that schools afford the victims of campus sexual assault certain basic rights and was amended again in 1998 to expand the reporting requirements. The 1998 amendments also formally named the law in memory of Jeanne Clery.

The law was amended in 2000 to require schools beginning in 2003 to notify the campus community about where public "Megan's Law" information about registered sex offenders on campus could be obtained.

In 2008, the Higher Education Opportunity Act (HEOA) expanded the Clery Act's scope with expanded emergency response and notification provisions, a broader categorization for hate crimes reporting, safeguards for whistleblowers, and annual Department of Education reporting on Clery Act compliance.

The 2013 Violence Against Women Act (VAWA) amendments provided extensive provisions to improve the criminal justice response to sexual assault, domestic violence, dating violence and stalking.

In 2024 The [Stop Campus Hazing Act](#) (SCHA) amends section 485(f) of the Higher Education Act, otherwise known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). Notably, the bill also changes the name of the Clery Act to the "Jeanne Clery Campus Safety Act", representing the Act's evolution in addressing broad campus safety needs.

Los Angeles County Sheriff's Department
Santa Clarita Valley Station
26201 Golden Valley Rd
Santa Clarita, CA 91350
Crime Analyst Unit
661-260-4000
661-799-5157

Clery Act Request 2025

School:
College of the Canyons

Locations:
26455 Rockwell Canyon Road, Valencia, CA 91355

17200 Sierra Highway, Canyon Country, CA 91351

28101 Chiquita Canyon Road, Castaic, CA 91384

26306 Diamond Place Suite 150, Santa Clarita, CA 91350

25356 Rye Canyon Road, Valencia CA 91355

Dates:
January 1, 2025 – December 31, 2025

PART 1 CRIMES	TOTALS
Criminal Homicide	0
Forcible Rape	0
Robbery	0
Aggravated Assault	0
Burglary	0
Larceny Theft	3
Grand Theft Auto	1
Arson	0
TOTAL PART 1 CRIMES	4
OTHER CRIMES	TOTALS
Hate Crimes – Ethnicity	0
Sex Crimes	0
Drug / Alcohol Crimes	0
Dating / Domestic Violence	0
Stalking	0
TOTAL OTHER CRIMES	0
ARREST	TOTALS
Liquor Laws	0
Drug Abuse	0
Weapons Charge	0
TOTAL ARRESTS	0

Availability of the Annual Security Report

This report includes statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by College of the Canyons; and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies concerning sexual assault, and other matters.

Valencia Campus

COLLEGE OF THE CANYONS CRIME STATISTICS VALENCIA CAMPUS			
Murder / Non-Negligent Manslaughter	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Negligent Manslaughter	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Sex Offense- Rape	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Sex Offense-Fondling	2023	2024	2025
On-Campus Property	0	1	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Sex Offense-Incest	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Sex Offense- Statutory Rape	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0

Robbery	2023	2024	2025
On-Campus Property	0	1	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Aggravated Assault	2023	2024	2025
On-Campus Property	1	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Burglary-Forcible Entry	2023	2024	2025
On-Campus Property	2	0	1
Non-Campus Property	0	0	0
Public Property	0	0	0
Motor Vehicle Theft	2023	2024	2025
On-Campus Property	0	0	1
Non-Campus Property	0	0	0
Public Property	0	0	0
Arson	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Liquor Law Arrests	2023	2024	2025
On-Campus Property	1	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Liquor Law violations Referred for Disciplinary Action	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	7
Public Property	0	0	0
Drug Law Arrests	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0

Drug Law Violations Referred for Disciplinary Action	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Illegal Weapons Possession Arrests	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Weapons Possession Violations Referred for Disciplinary Action	2023	2024	2025
On-Campus Property	1	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Domestic Violence	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Dating Violence	2023	2024	2025
On-Campus Property	0	1	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Stalking	2023	2024	2025
On-Campus Property	1	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Hazing	N/A	N/A	2025
On-Campus Property			0
Non-Campus Property			0
Public Property			0

Canyon Country Campus

COLLEGE OF THE CANYONS CRIME STATISTICS CANYON COUNTRY CAMPUS			
Murder / Non-Negligent Manslaughter	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Negligent Manslaughter	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Sex Offense- Rape	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Sex Offense-Fondling	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Sex Offense-Incest	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Sex Offense- Statutory Rape	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Robbery	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Aggravated Assault	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0

Burglary-Forcible Entry	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Motor Vehicle Theft	2023	2024	2025
On-Campus Property	1	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Arson	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Liquor Law Arrests	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Liquor Law Violations Referred for Disciplinary Action	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Drug Law Arrests	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Drug Law Violations Referred for Disciplinary Action	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Illegal Weapons Possession Arrests	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Weapons Possession Violations Referred for Disciplinary Action	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0

Domestic Violence	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Dating Violence	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Stalking	2023	2024	2025
On-Campus Property	0	0	0
Non-Campus Property	0	0	0
Public Property	0	0	0
Hazing	N/A	N/A	2025
On-Campus Property			0
Non-Campus Property			0
Public Property			0

Valencia Campus Hate Crimes

2023 COLLEGE OF THE CANYONS VALENCIA CAMPUS						
2023 Hate Crimes	Race	Religion	Gender or Gender Identity	Sexual Orientation	Disability	Ethnicity or National Origin
Murder / Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offense- Forcible	0	0	0	0	0	0
Sex Offense- Non-Forcible	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action	0	0	0	0	0	0
Larceny Theft	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Destruction, Damage, Vandalism of Property	0	0	0	0	0	0

2024 COLLEGE OF THE CANYONS VALENCIA CAMPUS)						
2024 Hate Crimes	Race	Religion	Gender or Gender Identity	Sexual Orientation	Disability	Ethnicity or National Origin
Murder / Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offense- Forcible	0	0	0	0	0	0
Sex Offense- Non-Forcible	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action	0	0	0	0	0	0
Larceny Theft	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Destruction, Damage, Vandalism of Property	0	0	0	0	0	0

2025 COLLEGE OF THE CANYONS VALENCIA CAMPUS						
2025 Hate Crimes	Race	Religion	Gender or Gender Identity	Sexual Orientation	Disability	Ethnicity or National Origin
Murder / Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offense- Forcible	0	0	0	0	0	0
Sex Offense- Non-Forcible	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action	0	0	0	0	0	0
Larceny Theft	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Destruction, Damage, Vandalism of Property	0	0	0	0	0	0

Canyon Country Campus Hate Crimes

2023 COLLEGE OF THE CANYONS CANYON COUNTRY CAMPUS						
2023 Hate Crimes	Race	Religion	Gender or Gender Identity	Sexual Orientation	Disability	Ethnicity or National Origin
Murder / Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offense- Forcible	0	0	0	0	0	0
Sex Offense- Non-Forcible	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action	0	0	0	0	0	0
Larceny Theft	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Destruction, Damage, Vandalism of Property	0	0	0	0	0	0

2024 COLLEGE OF THE CANYONS CANYON COUNTRY CAMPUS						
2024 Hate Crimes	Race	Religion	Gender or Gender Identity	Sexual Orientation	Disability	Ethnicity or National Origin
Murder / Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offense- Forcible	0	0	0	0	0	0
Sex Offense- Non-Forcible	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action	0	0	0	0	0	0
Larceny Theft	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Destruction, Damage, Vandalism of Property	0	0	0	0	0	0

2025 COLLEGE OF THE CANYONS CANYON COUNTRY CAMPUS						
2025 Hate Crimes	Race	Religion	Gender or Gender Identity	Sexual Orientation	Disability	Ethnicity or National Origin
Murder / Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offense- Forcible	0	0	0	0	0	0
Sex Offense- Non-Forcible	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action	0	0	0	0	0	0
Larceny Theft	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Destruction, Damage, Vandalism of Property	0	0	0	0	0	0

Sex Offender Registration

In accordance with the Campus Sex Crimes Prevention Act of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, Institutions of higher education are required to advise the campus community where law enforcement information concerning registered sex offenders may be obtained.

The law also requires sex offenders who are required to register in a state to provide notice, as required by state law, of each institution of higher education at which the person is employed, carries on a vocation, or is a student.

In California, convicted sex offenders must register with the appropriate local law enforcement agency. California's Megan's Law provides public access to information about registered sex offenders through the California Megan's Law website.

<http://www.meganslaw.ca.gov/>

Violence Against Women Act (VAWA) Offenses

Dating Violence

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition:

- (a) Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse;
- (b) Dating violence does not include acts covered under the definition of domestic violence.

Domestic Violence

A felony or misdemeanor crime of violence committed:

- i. by a current or former spouse or intimate partner of the victim;
- ii. by a person with whom the victim shares a child in common;
- iii. by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
- iv. by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
- v. 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 in which the crime of violence occurred.

Stalking

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

- i. fear for the person's safety or the safety of others; or

- ii. suffer substantial emotional distress.

Course of Conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.

Reasonable Person means a reasonable person under similar circumstances and with similar identities to the victim.

Substantial Emotional Distress means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.

A single course of conduct may include varying Stalking activities and may include acts committed over electronic communication (e.g., emails, texts, or social media).

Sexual Assault

An offense that meets the definition of rape, fondling, incest, or statutory rape. a sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent."

- a. Rape: The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- b. Fondling: The touching of the private body parts of another person for the purpose of sexual gratification without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity. (Because there is no penetration in fondling, this offense will not convert to the SRS as Rape)
- c. Incest: sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- d. Statutory Rape: sexual intercourse with a person who is under the statutory age of consent.

Reporting of Crimes

BP 3515 Reporting of Crimes

Reference: Education Code Section 67380

The CEO shall assure that, as required by law, reports are prepared of all occurrences reported to Campus Safety of arrests for crimes committed on campus that involve violence, hate violence, theft or destruction of property, illegal drugs, or alcohol intoxication. The CEO shall further assure that required reports of non-criminal acts of hate violence are prepared. Such reports shall be made available as required by law.

AP 3515 Reporting of Crimes

References:

Education Code Sections 212 67380 and 87014; Penal Code Section 245 and 422.55; Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998; 20 United States

1. Members of College of the Canyons who are witnesses or victims of a crime should immediately report the crime to Campus Safety.
2. In the event an employee is assaulted, attacked, harassed or threatened by a student, or any other person, the employee shall notify their supervisor as soon as practical after the incident. The supervisor of any employee who is attacked, assaulted, harassed or threatened shall assist the employee to promptly report the incident to Campus Safety and Human Resources. The supervisor shall make the report if the employee is unable or unwilling to do so.
3. Reporting a complaint to local law enforcement will not relieve the District of its obligation to investigate all complaints of harassment as detailed in Board Policy 3430 and associated Administrative Procedures.
4. To Report a Crime:
 - a. Contact Campus Safety at 661-362-5089 (Valencia Campus) or 661-362-5089 (Canyon Country Campus) to report any suspicious activity or person seen in the parking lots or loitering around vehicles or inside buildings. You can also reach the Communication Center by dialing 661-259-7800 (Valencia Campus) or 661-362-3801 (Canyon Country Campus). In an emergency, call 911.
 - b. In addition, you may report a crime to any of the following areas:
 - i. Student conduct 661-362-3498
 - ii. Student Health and Wellness 661-362-3259
 - iii. Human Resources 661-362-3427
 - iv. Academic Counseling 661-362-3298
5. Victims' Rights
 - a. Campus Safety, or others who receive such complaints (for example, Human Resources, Student Health, and the Dean of Students), shall notify students and employees complaining of sexual violence of their right to file a sexual discrimination complaint with the District in addition to filing a criminal complaint, and to report incidents of sexual violence to Human Resources, or the Dean of Students if the complainant consents.
6. Warnings to the Campus Community
 - a. The District shall publish warnings to the campus community about the following crimes:
 - i. Criminal homicide – murder and non-negligent manslaughter;
 - ii. Criminal homicide – negligent manslaughter;
 - iii. Sex offenses – forcible and non-forcible sex offenses;
 - iv. Domestic violence, dating violence and stalking;
 - v. Robbery;
 - vi. Aggravated assault;
 - vii. Burglary;
 - viii. Motor vehicle theft;
 - ix. Arson;
 - x. Arrests for liquor law violations, drug law violations, and illegal weapons possession;
 - xi. Persons who were not arrested for liquor law violations, drug law violations, and illegal weapons possession, but who were referred for campus disciplinary action for same;
 - xii. Crimes that manifest evidence that the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability and involve larceny-theft, simple

assault, intimidation, destruction/damage/vandalism of property, or any other crime involving bodily injury;

xiii. Those reported to Campus Safety; and

xiv. Those that are considered to represent a continuing threat to other students and employees.

- b. In the event that a situation arises, either on or off campus, that, in the judgment of Campus Safety or the Incident Commander constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. The warning will be issued through the college emergency notification system (ENS) and/or college e-mail system to students, faculty, and staff. The information shall also be disseminated by the Public Information Officer (PIO), or Campus Safety in a manner that aids the prevention of similar crimes.
- c. Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the PIO or Incident Commander may also post a notice on social media, and on the web site at www.canyons.edu, providing the community with more immediate notification. Anyone with information warranting a timely warning should report the circumstances to Campus Safety, by phone at 661-362- 5089 (Valencia Campus) or 661-362-5089 (Canyon Country Campus) or in person at building X8 (Valencia Campus) or modular 511 (Canyon Country Campus). The District shall not be required to provide a timely warning with respect to
- d. crimes reported to a pastoral or professional counselor.
- e. If there is an immediate threat to the health or safety of students or employees occurring on campus, the District shall follow its emergency notification procedures

7. Agreement with Local Law Enforcement

- a. The District shall enter into written agreements with local law enforcement agencies that clarify operational responsibilities for investigations of Part 1 violent crimes (willful homicide, forcible rape, robbery, or aggravated assault, as defined in the Uniform Crime Reporting Handbook of the Federal Bureau of Investigation), occurring within the District, including designating which law enforcement agency has operational responsibility for the investigation of each Part 1 violent crime and establishing the geographical boundaries of each agency’s jurisdiction.

8. Statistical Reporting

- a. 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.
- b. The District shall publish an Annual Security Report every year by October 1 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 Campus Safety, in building X8 (Valencia Campus) or Modular 511 (Canyon Country Campus), or phone 661-362-5089. The report can also be accessed online on the <https://www.canyons.edu/> website by clicking on the Clery Act Disclosure link at the bottom of the page.
- c. The District does not allow victims or witnesses to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

- d. The District will disclose the final results of disciplinary proceeding to a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, regardless of the outcome. The District may also disclose to anyone, the final results of a disciplinary proceeding in which it concludes that a student violated District policy with respect to a crime of violence or non-forcible sex offense. The offenses that apply to this permissible disclosure are:
 - i. Arson;
 - ii. Assault offenses;
 - iii. Burglary;
 - iv. Criminal homicide – manslaughter by negligence;
 - v. Criminal homicide – murder and non-negligent manslaughter;
 - vi. Destruction, damage, or vandalism of property;
 - vii. Kidnapping or abduction;
 - viii. Robbery;
 - ix. Forcible sex offenses.
 - e. The disclosure may only include the final result of the disciplinary proceeding with respect to the alleged criminal offense. The District shall not disclose the name of any other student, including a victim or witness, unless the victim or witness has waived his/her right to confidentiality.
9. Required Reports to Local Law Enforcement Agency
- a. 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 safety 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 their right to have their 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 unless the institution determines that both of the following apply, in which case the institution shall disclose the identity of the alleged assailant to the local law enforcement agency and notify the victim of the disclosure:
 - i. the alleged assailant represents a serious or ongoing threat to the safety of students, employees, or the institution; and
 - ii. the immediate assistance of the local law enforcement agency is necessary to contact or detain the assailant.

Voluntary Confidential Reporting Procedures

If you are the victim of a crime and do not want to pursue action within the Campus or Criminal Justice Systems, you may still want to consider making a confidential report. With your permission, the Executive Director of Campus Safety 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, College of the Canyons can keep an accurate record of the number of incidents occurring on campus properties. In addition, this will 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 crime statistics for the institution.

Counselors with Confidential Reporting Procedures (Psychological Counseling)

Campus Professional Counselors, when acting as such, are not considered campus security authorities and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged; if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

Counselors without Confidential Reporting Procedures (Counseling Department)

All reports will be investigated. College of the Canyons does have procedures for voluntary, confidential reporting of crime statistics. Violations of the law will be referred to campus safety and, when appropriate, to the Dean of Student Services or local law enforcement agency. When a potentially dangerous threat to the campus community arises, timely reports or warnings will be issued through email announcements, posted flyers, in-class announcements, and other appropriate means.

Campus Security Authorities (CSA)

The Clery Act defines four groups of individuals and organizations connected with an institution as CSA.

1. Campus Safety Department
2. Non-safety staff responsible for monitoring College property
3. Offices/Departments/Individuals identified under District policy, as those to whom a crime should be reported
4. An official of the District “who has significant responsibility for student and campus activities”

It does not matter whether the individuals involved in the crime or reporting the crime are associated with the institution.

Some examples of Campus Security Authorities include, but are not limited to:

1. Campus Safety Executive Director & Safety Officers
2. Athletic Director, Assistants and Coaches
3. Faculty Advisor to student groups
4. Student Activities Coordinator
5. Title IX Coordinator
6. Director of Student Health & Wellness Center

CSA are defined by function, not title, so based on their responsibilities, Vice Presidents, Directors, Department Heads and Administrators will often meet the definition of a CSA.

Timely Warnings

If a situation arises, either on or off campus, that, in the judgment of College of the Canyons officials, constitutes an ongoing or continuing threat, a campus-wide timely warning will be issued to staff and students. The warning will be issued through the college email system, voicemail system, text message alert system, Campus Safety Website, campus marquees, boards and to

instructors' computers located inside the classrooms. Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the college may also post a notice on the campus marquees and electronic bulletin boards providing the college community with more immediate notification. In addition, our Public Information Office works closely with the local media outlets to disseminate information and alert the community to any potential threats. College of the Canyons has in place an Incident Command Team that responds to campus-wide emergencies as well. They may be dispersed to assist in the notification of "timely warnings". Anyone with information warranting a "timely warning" should report the circumstances to Campus Safety on the Valencia Campus, by phone (661) 362-5089, or in person at the Campus Safety office located in X-8 or on the Canyon Country Campus, by phone (661) 362-5089, or in person at the Campus Safety office located in Quad 5 room 511.

AP 3501 Campus Security and Access

Reference:

34 Code of Federal Regulations Section 668.46(b)(3);
ACCJC Accreditation Standard 3.8

1. During business hours, the District will be open to students, parents, employees, contractors, visitors, and invitees. During non-business hours access to all District facilities is by key, if issued, or by admittance via Campus Safety. In the case of periods of extended closing, the District will admit only those with prior written approval to all facilities.
2. Emergencies may necessitate changes or alterations to any posted schedules. Areas that are revealed as problematic will have regular periodic security surveys. Executive Cabinet members, Campus Safety, and the Campus Safety Advisory Committee will review the results of the security surveys in the fall of each academic year. These surveys examine security issues such as landscaping, locks, alarms, lighting, and communications. Additionally, during the academic year, the Associate Vice President of Facilities and the Director of Campus Safety shall meet to discuss campus security and access issues of pressing concern.

Campus Safety Authority & Jurisdiction

Campus Safety has the authority to make a citizen's arrest in any illegal act(s) on campus. If minor offenses involving campus rules and regulations are committed by a college student, Campus Safety may also refer the individual to the disciplinary division of Student Services. Major offenses such as rape, murder, aggravated assault, robbery, arson and auto theft are reported to the local police and joint investigative efforts are made to solve these serious, felony crimes. The prosecution of all criminal offenses, both felony and misdemeanor, are conducted at the Santa Clarita Courthouse 23747 Valencia Blvd. Campus Safety Officers have the authority to ask persons for identification and to determine whether individuals have lawful business at College of the Canyons. Campus safety officers have the authority to issue parking tickets. Criminal incidents are referred to the local police who have jurisdiction on the campus. The Campus Safety office maintains a highly professional working relationship with local, state, and federal agencies. All crime victims and witnesses are strongly encouraged to immediately report the crime to the Campus Safety office and the appropriate police agency. Prompt reporting will assure timely warning notices on campus and timely disclosure of criminal statistics. The Annual Disclosure is prepared through the office of the Executive Director of Campus Safety.

Security Awareness Programs

College of the Canyons online orientation for students informs them of services offered by the offices of Campus Safety and Health Center. Crime Prevention Programs and Sexual Assault Prevention Programs are offered on a continual basis. Semiannually, Campus Safety in cooperation with the Health Center, present crime prevention awareness sessions on sexual assault, Rohypnol abuse, theft, and vandalism, as well as educational sessions on personal safety. A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own safety and the safety of others. To enhance personal safety, especially after an evening class, walk with friends or someone from class that you know well, or call for a Campus Escort at (661) 259-7800. All of the workshops we provide are free and always open to staff, students, and community. In addition, we will vary and tailor the workshops to reflect the changing needs of the campus community. Here are some of the workshops/programs we are available to provide upon request:

Campus Escort Service - Valencia and Canyon Country campuses: Trained, uniformed students provide free rides to and from and around campuses, Monday through Thursday from 5:00 P.M. to 10:00 P.M.

Earthquake Preparation for Home, Work and in Your Vehicle - Addresses the need to make sure your home is prepared so if you're at work or school you will have peace of mind about your home and family. Provides supply list for all and how to make and conduct a tabletop emergency exercise for your home. Addresses the structure of the campuses' Incident Command Teams.

Shelter In Place - In general terms, sheltering in place involves moving to a defensible space and making that space secure against a safety hazard. While we often think this applies to only shooters or other dangerous people on campus, it also applies to certain chemical or biological substance spills on area roadways, the conditions of which may preclude evacuation.

How to Organize Your Department and Co-workers for Disaster Planning - This workshop will help you get started in putting together the basic plan for disaster planning in your work environment. Handouts for workbooks will be provided.

Assisting with Fire Suppression – Hands-on training using a fire extinguisher and assisting with fire suppression.

New Staff and Faculty Orientation - Presentation on our department, the services we provide, and tips for being safe on campus.

New International Student Orientation - Presentation on our department, the services we provide, and tips for being safe on campus.

Student Athlete Orientation - Presentation on our department, the services we provide, and tips for being safe on campus.

AED / CPR Workshops - Are provided by Campus Safety along with Athletic Trainers.

Behavioral Intervention Team Workshops - This workshop provides information to staff and faculty on how the team works and the services provided.

Rideshare Program – Incentive Program developed in cooperation with the mandates of the Federal Clean Air Act and is under the oversight of the South Coast Air Quality Management District (SCAQMD). The goal is to eliminate solo commute trips by carpooling, taking public transportation, cycling, or walking to work.

Office Safety Workshops - Our department will visit an office at the request of the Manager to assist in evaluating their work area/security concerns and develop a plan that works best for their work environment.

Off-Campus Student Clubs and Organizations

Reference: 34 Code of Federal Regulations Section 668.46(b) (7)

When a student is involved in an off-campus offense, Campus Safety may assist with the investigation in cooperation with local, state, or federal law enforcement for informational purposes only. Santa Clarita Sheriff's routinely work and communicate with campus officers on any serious incidents occurring on campus or in the immediate neighborhood and business areas surrounding the campus. Campus Safety does not provide law enforcement service to off-campus clubs and organizations nor are activities off campus recognized by District authority.

AP 3560 Alcoholic Beverages

References:

Business and Professions Code Sections 24045.4, 24045.6, 25608, 25658, and 25668;

34 Code of Federal Regulations Part 668.46 subdivision (b)

1. Introduction:

- a. The possession, sale, or the furnishing of alcohol on campus is governed by California state law and these procedures. The possession, sale, consumption, or furnishing of alcohol is controlled by the California Department of Alcohol and Beverage Control. However, the enforcement of alcohol laws on-campus is the responsibility of the Campus Safety Department. The campus has been designated "Drug Free" and only under certain circumstances is the consumption of alcohol permitted. The possession, sale, manufacture, or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by the Campus Safety Department. Violators are subject to disciplinary action, criminal prosecution, fine, and imprisonment. It is unlawful to sell, furnish, or provide alcohol to a person under the age of twenty-one (21). The possession of alcohol by anyone under twenty-one (21) years of age in a public place or a place open to the public is illegal. It is also a violation of this procedure for anyone to consume or possess alcohol in any public or private area of campus without prior District approval. Organizations or groups violating alcohol or substance policies or laws may be subject to sanctions by the District.
- b. Alcohol may not be acquired, possessed, or used during events at any public education facility in which any grade from kindergarten to grade 12, inclusive, is in school (Bus. and Prof. Code Section 25608(a)(11)). Alcohol may not be acquired, possessed, used, or consumed during special events held at facilities owned and operated by a community college district at a time when pupils are on the grounds (Bus. and Prof. Code Section 25608(a)(18)). Any person convicted of a violation of this section shall, in addition to the penalty imposed for the misdemeanor, be barred from having or receiving any privilege of the use of public school

property which is accorded by Article 2 (commencing with Section 82537) of Chapter 8 of Part 49 of the Education Code.

2. Definitions:

- a. Events: Fundraisers held to benefit a nonprofit corporation that has obtained a license for the event. Events do not include football games or other athletic contests sponsored by any college or public community college. (Bus. and Prof. Code Section 25608(a)(11))
- b. Special Events: Events that are held with the permission of the governing board of the community college district that are festivals, shows, private parties, concerts, theatrical productions, and other events held on the premises of a public community college and for which the principal attendees are members of the general public or invited guests and not students of the community college. (Bus. and Prof. Code Section 25608(a)(16).
- c. Third Party User: A non-profit or for-profit organization or corporation not affiliated with the District.

3. District's Right to Serve Alcohol on Campus:

- a. The District itself may not obtain a special license to sell or serve alcohol. In accordance with Business and Professions Code 25608, the District may under specific circumstances approve the acquisition, possession, use, and consumption of alcoholic beverages on the college campus. Alcoholic beverages on campus are permitted if they are part of:

- b. Instructional Programs:

- i. Alcoholic beverages may be acquired, possessed, or used in connection with a course of instruction at the college and the person has been authorized by the CEO to acquire, possess or use the alcoholic beverages. Alcoholic beverages used for educational purposes will be controlled, stored, and served in a manner appropriate to the curriculum and to any procedures established between those programs and the Office of Academic Affairs. A student at least eighteen (18) years of age may taste, but not swallow or consume, an alcoholic beverage for educational purposes as part of the instruction in a hotel management, culinary arts, enology, or brewing degree program, and the alcoholic beverage remains in the control of the instructor.

- A. Instruction in Viticulture and Enology or Brewing - Bus & Prof Code 25608(a)(1): The alcoholic beverage is wine or beer produced by a bonded winery owned or brewery or operated as part of an instructional program in viticulture and enology or brewing.

- B. Culinary Arts Program - Bus & Prof Code 25608(a)(2): The alcoholic beverage is beer or wine for use in connection with a course of instruction, sponsored dinner, or meal demonstration given as part of a culinary arts program at the college campus, and the instructor or individual has been authorized to acquire, possess, use, or consume it by the CEO of the District.

- C. Instruction in Viticulture on No Less than Five Acres - Bus & Prof Code 25608(a)(9): The alcoholic beverage is wine that is for use during an event sponsored by the District or an organization operated for the benefit of the District where the college district maintains both an instructional program in viticulture on no less than five acres of land owned by the district and an instructional program in enology, which includes sales and marketing.

- c. Foundation Events – Fundraising:

- i. Alcohol may be served by the College of the Canyons Foundation (“Foundation”) in accordance with Business and Professions Code 25608(a)(11) and (17): The alcoholic beverages are for use during a fundraiser held to benefit the Foundation and the Foundation has obtained a liquor license pursuant to the Business and Professions Code for the event. The event may not be held at a time when students in any grades from kindergarten to grade 12, inclusive, are present at the facility.

- ii. Initial approval for all alcohol events must be made by the District.
- iii. Approval will be granted on a case-by-case basis by the District and by the Foundation when the purpose of the event is fundraising held to benefit the Foundation.
- iv. A request to serve alcohol at fundraising events must be submitted in writing to the Foundation no less than six (6) weeks prior to the event.
- v. A “one day license” for sales/auction will be required and must be obtained from the Alcoholic Beverage Control Board by the Foundation.
- vi. Contact the Foundation for forms and information.
- vii. Non-District funds held in Foundation accounts may, at the discretion of the Foundation, be used. All alcohol purchases, whether for on-campus or off-campus events, must be made through Foundation check-request forms and approved by the appropriate District administrator and Foundation representative.

4. Third Party Non-District Event at any District Facility (Excluding Athletic Events):

- a. The third party is responsible for any and all costs for:
 - i. Obtaining a license to sell and serve alcohol;
 - ii. Maintaining liquor liability insurance during the event;
 - iii. All alcohol and related services, including, but not limited to, securing professional bartenders;
 - iv. A minimum of (2) two licensed security guards, and;
 - v. Bar set-up, alcohol, and supplies.
- b. A general on-sale license may be issued by the California Department of Alcoholic Beverage Control to a person who does not operate a bona fide eating place or other public premises who meets all of the requirements listed in Business and Professions Code 24045(a)(17).
- c. Special Events and Events:
 - i. The alcoholic beverage is possessed, consumed, or sold, pursuant to a license or permit obtained, under the Business and Profession Code, for special events held at the facilities of the District during the special event.
 - A. “Special event” means events that are held with the permission of the governing board of the District that are festivals, shows, private parties, concerts, theatrical productions, and other events held on the premises of the District and for which the principal attendees are members of the general public or invited guests and not students of the public community college. (Bus. and Prof. Code Section 25608(a)(16).
 - ii. A third party may sell alcohol at events held on District premises, provided that:
 - A. The third party obtains a license to sell and serve alcohol.
 - B. A District Facility Use Agreement is fully-executed.
 - C. A liquor liability insurance certificate is provided to the District.
 - D. The event is approved by the Board of Trustees.
 - E. Principal attendees are members of the general public or invited guests and not students.
 - F. Minor students are not present at the facility.
 - iii. The alcoholic beverages are acquired, possessed, or used during events at a college owned or college operated stadium or other facility. “Events” means fundraisers held to benefit a non-profit corporation that has obtained a license under the Business and Professions Code for the event. Events does not include football games or other athletic contests sponsored by any the District. This paragraph does not apply to any public education facility in which any

grade from kindergarten to grade 12, inclusive, is in school. (Bus. and Prof. Code Section 25608(a)(11)).

d. Third-Party Events at the Performing Arts Center (“PAC”):

i. Third parties are permitted to sell and serve alcoholic beverages at the PAC if:

A. The alcoholic beverages are acquired, possessed, or used during an event not sponsored by the District in the PAC, and the PAC is leased to a nonprofit, public benefit corporation formed under part II (commencing with section 5110) of Division II of Title I of the corporation’s code. (Bus. and Prof. Code Section 25608(a)(6).

AA. For example, the non-profit public benefit corporation may contract with a for-profit caterer to sell and serve alcoholic beverages. The for-profit caterer may serve alcohol in the PAC if it is able to acquire a license under Section 24045.17 and the event meets the requirements of Section 25608(a)(6) listed above.

B. A third party may sell alcohol at events held at the PAC, provided that:

AA. The third party obtains a license to sell and serve alcohol.

BB. A District Theatre Facility Use Agreement is fully-executed.

CC. A liquor liability insurance certificate is provided to the District.

5. Alcohol at Third-Party Events - Requirements and Conditions:

a. A request for a permit to serve alcoholic beverages on District property must be approved by the CEO or his/her designee.

b. Request forms are available on the District’s website. Requests must be submitted to the District at least six (6) weeks before the event. The District reserves the right to refuse alcohol consumption at any event on campus.

c. A District Facility Use Agreement must be fully-executed.

d. A Certificate of Insurance (“COI”) for not less than One Million Dollars (\$1,000,000) liability insurance with the inclusion of “liquor liability” stated on the COI must be provided to the District. The COI must name the Santa Clarita Community College District and the College of the Canyons Foundation, etc., as additional insured.

e. A copy of the alcohol permit and the liquor liability COI must be presented to the District at least two (2) weeks prior to the event. Failure to timely provide an alcohol permit and liquor liability insurance certificate two (2) weeks prior to the event will result in no alcohol being allowed at the event, no exceptions.

f. Every event where alcoholic beverages will be served will have a designated coordinator who is a District staff member or an employee of a District auxiliary corporation. The designated coordinator shall be authorized by the CEO or his/her designee. It is the responsibility of the designated coordinator for each event to see that all individuals acquiring, possessing, using or serving alcoholic beverages at campus sponsored events are twenty-one (21) years or older and possess identification that confirms their age. The name and signature of the designated coordinator will appear on the request form.

g. The third party is responsible for providing the District with signed Alcohol Server Acceptance and Verification of Alcohol Policy forms for each person serving alcohol at least two (2) weeks prior to the event date.

h. All alcoholic beverage storage arrangements for campus events must be in lockable areas. Individual under the age of twenty-one (21) shall not have access to these storage areas without the supervision of District staff members age twenty-one (21) or over. Alcoholic beverages may not be stored in open containers on District property. Appropriate storage arrangements must be described on the alcoholic beverage service request form.

i. At events where an alcoholic beverage is served, the following must take place:

- i. Written notice must be placed in a clear and open location indicating:
 - A. No alcoholic beverages will be served to individuals under the age of twenty-one (21) and that identification verifying age must be provided.
 - B. The District or third party reserves the right to refuse service.
 - C. The consumption of alcoholic beverages may be harmful to health.
- ii. An individual over the age of twenty-one (21) and separate from those individuals serving alcoholic beverages will be assigned to check identification during the event.
- iii. Remove any surplus alcohol immediately following the event.
- iv. Placards must be posted at each location where alcohol is served in plain view of guests that provide telephone numbers for taxi services or other alternative transportation resources.
 - A. The designated coordinator is responsible for the proper and timely removal of all alcoholic beverages immediately following the event.
 - B. The consumption of alcoholic beverages by a minor at a District event is prohibited and will result in appropriate disciplinary action up to and including arrest of those parties involved. (See BP 5529 & Business and Profession Code 25608).

6. Alcohol Purchase:

- a. Alcohol may not be purchased with District funds, except for instructional purposes.

Substance Abuse Education

Prevention Programs - The Student Health and Wellness Center provides referrals to programs to prevent the illicit use of drugs and the abuse of alcohol by students and employees. The programs provide services related to drug use and abuse including dissemination of informational materials, educational programs, counseling services, referrals, and college disciplinary actions. The College of the Canyons Student Health and Wellness Center provides an overall coordination of the Drug-Free School Program. However, many services are the responsibility of other areas of the institution. These include:

- Alcohol and Drug Education: Health Center, Employee Assistance Program, College Health Class
- Counseling Services, Cougar Mentors, Counselors, College Nurse, and Employee Assistance Program
- Referral Services, Cougar Mentors, Counselors, College Nurse, Employee Assistance Program
- College Disciplinary Actions: Faculty/Student Judicial Review Committee, Vice President of Student Services

Policy for Reporting the Annual Disclosure of Crime Statistics

Campus Safety prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared in cooperation with the local law enforcement agencies and the office of Student Services. Each entity provides updated information on their educational efforts and programs to comply with the Act. Campus crime, arrest and referral statistics include those reported to college campus safety department, designated campus officials (including, but not limited to directors, deans, department heads, advisors to students/student organizations, athletic coaches, and local law enforcement). These statistics may also include crimes that have occurred in private residences or businesses and are not required by law. California Law

(Penal Code 11160) requires prompt, mandatory reporting to the local law enforcement agency by health care practitioners (such as those at the Student Health Center) when they provide medical services to a person they know or reasonably suspect is suffering from wounds inflicted by a firearm or is a result of assault or abusive conduct. Copies of the report may also be obtained from the Valencia Campus Safety office located in X-8 or by calling (661) 362-5089 and at the Canyon Country Campus Safety office located in Quad 5 room 511 or by calling (661) 362-5089. A partial version of this report is located in the class schedule. This report includes statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by College of the Canyons. Please contact the Campus Safety office if you would like a copy of this report mailed to you.

The [Stop Campus Hazing Act](#) (SCHA) requires institutions of higher education (IHEs) that participate in federal student aid programs to report hazing incidents twice a year. The **Campus Hazing Transparency Report** must be publicly available every June 23 and December 23 of the same year.

AP 3436 Hazing

Reference:

20 U.S. Code Section 1092;

Education Code Section 66305 et seq.;

Penal Code Section 245.6

1. The District is committed to providing an academic environment free of hazing. This procedure defines hazing and sets forth a procedure for the reporting, investigation, and resolution of complaints of hazing. This procedure protects current, former, or prospective students.

2. Definitions

a. Hazing – Any intentional, knowing, or reckless act committed by a person against another person regardless of the willingness of such other person to participate, in connection with initiation, affiliation, or continued membership in a student organization, that creates a risk of or causes physical or psychological injury beyond the reasonable risks of normal participation in the District or organization. Hazing may include, but is not limited to: whipping, beating, striking, electronic shocking; sleep deprivation, exposure to extreme elements, or excessive physical exertion; forced consumption of alcohol, drugs, or other harmful substances; coerced sexual acts; activities that induce fear of bodily harm or violate local, state, tribal, or federal laws.

b. Student organization – An organization at the District in which two or more of the members are students enrolled at the District, regardless of whether the organization is established or recognized by the District. A student organization may include a student club, alliance, society, association, athletic team, club sports team, or student government.

3. Prohibited Conduct

a. The District prohibits students, student organizations, and employees from engaging in, encouraging, or facilitating hazing. The District strictly prohibits retaliation against individuals who report hazing.

4. Reporting Hazing

a. Individuals may report hazing using the following methods:

i. Immediate Danger: Call 911 or Campus Safety at (661) 362-5089 at the Valencia campus or 661-362-5089 on the Canyon Country campus.

ii. Anonymous Reports: Individuals may report hazing anonymously. Please use the College of the Canyons Complaint process located on the website at <https://www.canyons.edu/about/complaints.php>.

iii. Confidential Reports: Individuals may also report hazing via a confidential reporting method in which the reporter provides his/her/their identity. Please use the College of the Canyons Complaint process located on the website at <https://www.canyons.edu/about/complaints.php>.

b. The District will investigate reports of hazing promptly and with confidentiality protected to the extent permitted by law.

5. Investigation and Disciplinary Process

a. The Title IX, Human Resources, and/or the Student Conduct office will investigate reports of hazing, depending on the nature of the hazing event. Human Resources to ensure appropriate resolution is consistent with District policy and applicable collective bargaining agreements.

b. Violation of the District's prohibition on hazing will result in appropriate disciplinary action up to and including expulsion for students or termination of employment for employees, in accordance with District policies and applicable collective bargaining agreements. Student organizations recognized by the District that permit hazing may face suspension, revocation of recognition, or other disciplinary actions.

c. Disciplinary action may include referral for criminal prosecution.

6. Annual Reporting and Transparency

a. The District shall collect and report statistics on hazing incidents in its annual security reports. (See Administrative Procedure 3515: Reporting of Crimes.)

b. The District shall publish an annual Campus Hazing Transparency Report on its website. The Campus Hazing Transparency Report will summarize hazing incidents and identify the student organization found responsible for hazing. The District will update this report at least twice per year and maintain the Campus Hazing Transparency Report for five years.

7. Prevention and Education

a. The District will provide a comprehensive prevention and outreach program addressing hazing for students, employees, and the college's campus safety office. The comprehensive prevention program shall include components on identifying hazing, hazing prevention, and bystander intervention strategies. The District's outreach program shall inform students of the District's policy on the prohibition of hazing and include a process for contacting and informing the student body, athletic programs, and affiliated student organizations about the District's prohibition on hazing.

b. The District requires all students involved in student organizations, clubs, or athletic teams to complete hazing prevention training annually. Additionally, employees who supervise, advise, or oversee student groups are required to report suspected hazing and must complete annual hazing prevention training.

Santa Clarita Community College District Board Policy Links:

The following are the Santa Clarita Community College District Board Policies and Administrative Procedures related to disciplinary action.

Board Policy 3430 – Prohibition of Harassment

https://www.canyons.edu/_documents/administration/board/bp-ap/3000generalinstitutions/BP3430.pdf

Administrative Procedure 3430 – Prohibition of Harassment

https://www.canyons.edu/_documents/administration/board/bp-ap/3000generalinstitutions/AP3430.pdf

Board Policy 3433 – Prohibition of Sexual Harassment under Title IX

https://www.canyons.edu/_documents/administration/board/bp-ap/3000generalinstitutions/BP3433.pdf

Administrative Procedure 3433 – Prohibition of Sexual Harassment under Title IX

https://www.canyons.edu/_documents/administration/board/bp-ap/3000generalinstitutions/AP3433.pdf

Administrative Procedure 3434 – Responding to Harassment Based on Sex under Title IX

https://www.canyons.edu/_documents/administration/board/bp-ap/3000generalinstitutions/AP3434.pdf

Administrative Procedure 3435 – Discrimination and Harassment Complaints and Investigations

https://www.canyons.edu/_documents/administration/board/bp-ap/3000generalinstitutions/AP3435.pdf

Administrative Procedure 3436 – Hazing

https://www.canyons.edu/_documents/administration/board/bp-ap/3000generalinstitutions/AP3436.pdf

Administrative Procedure 3501 – Campus Security Access

https://www.canyons.edu/_documents/administration/board/bp-ap/3000generalinstitutions/AP3501.pdf

Administrative Procedure 3515 – Reporting of Crimes

https://www.canyons.edu/_documents/administration/board/bp-ap/3000generalinstitutions/AP3515.pdf

Administrative Procedure 3560 – Alcoholic Beverages

https://www.canyons.edu/_documents/administration/board/bp-ap/3000generalinstitutions/AP3560.pdf

Board Policy 5500 – Standards of Student Conduct

https://www.canyons.edu/_documents/administration/board/bp-ap/5000studentservices/BP5500.pdf

Administrative Procedure 5520 – Student Discipline Procedures

https://www.canyons.edu/_documents/administration/board/bp-ap/5000studentservices/AP5520.pdf

Board Policy 5530 – Disciplinary Action – Student Rights and Grievances

https://www.canyons.edu/_documents/administration/board/bp-ap/5000studentservices/BP5530.pdf

Administrative Procedure 5530 – Disciplinary Action – Student Rights and Grievances

https://www.canyons.edu/_documents/administration/board/bp-ap/5000studentservices/AP5530.pdf

Board Policy 7360 – Discipline and Dismissal – Academic Employees

https://www.canyons.edu/_documents/administration/board/bp-ap/7000humanresources/BP7360.pdf

Administrative Procedure 7360 Discipline and Dismissal - Academic Employees

https://www.canyons.edu/_documents/administration/board/bp-ap/7000humanresources/AP7360.pdf

Board Policy 7365 - Discipline and Dismissal, Classified Employees

https://www.canyons.edu/_documents/administration/board/bp-ap/7000humanresources/BP7365.pdf

Administrative Procedure 7365 - Discipline and Dismissal, Classified Employees

https://www.canyons.edu/_documents/administration/board/bp-ap/7000humanresources/AP7365.pdf

College of the Canyons Valencia Campus

26455 Rockwell Canyon Road

ALLB

Aliso Lab

ALLH

Aliso Hall

AOC

Academy of the Canyons – UCEN

BONH

Bonelli Hall

BYKH

Boykin Hall

CHCS

Canyon Hall

ECED

Early Childhood Education

EPEK

East PE

HSLH

Hasley Hall

iCuE

COC Institute for Culinary Education

LIBR

Library

LTLC

The Learning Center (TLC)

MENH

Mentry Hall, Art Gallery

M&O

Maintenance & Operations

PAC

Performing Arts Center

PCOH

Pico Canyon Hall

SCOH

Seco Hall

STCN

Student Center

SSC

Student Support Center

TNS-CRT

Tennis Courts

TWSH

Towsley Hall

UCEN

Dr. Dianne G. Van Hook University Center

WPEK

West PE

X1

FS & ECE Annex

X3

FS & ECE Annex

X6

Career Central

X7

FS & ECE Annex

X8

Campus Safety

X10

Facilities Modular Office

X12

Public Safety Academy

▲

Parking Permit Vending Machine

■

Visitor Parking

★

Campus Directory Kiosk

#

Parking Lots

♿

Handicapped Parking

☕

Coffee & Snacks

●

Elevator / or Hand Lift (L)

🚲

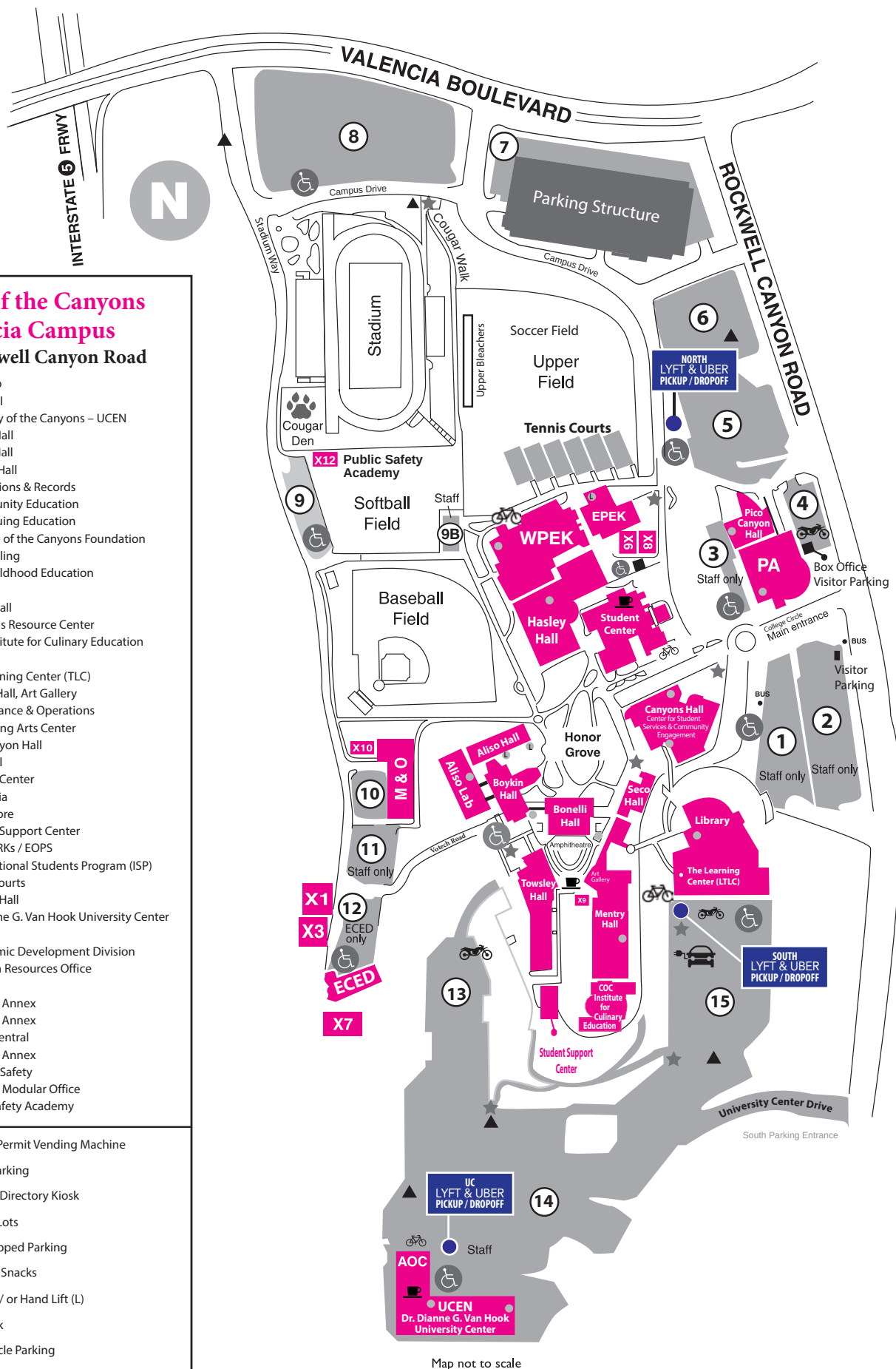
Bike Rack

🏍

Motorcycle Parking

🔌

Electric Charging Station



SMOKING IS ONLY PERMITTED IN PARKING LOTS – more than 100 feet from any building.

Building 1-A	Basic Needs Center (BaNC)
Building 1-B	Campus Life
Building 1-C	ASG Lounge
	Intercultural Center
	Undocumented Resource Center (URC)
CCC2 200-201	Early Childhood Education (ECE)
CCC2 202-203	Classrooms
CCC3 300-301	Classrooms
CCC3 302	Student Lounge
CCC3 304-305, 308	Computer Labs
CCC3 309-311	Science Labs
CCC4 400-405	Classrooms
CCC5 500-501/503-506	Classrooms
CCC5 507	Faculty Offices
CCC5 508-510	Classrooms
CCC5 511	Campus Safety
CCC5 512	Faculty Offices

Takeda Science Center (CCLB):

Floor 1:	
CCLB 110, 116-118	Classrooms
Floor 2:	
CCLB 206-211	Classrooms/Computer Labs

Floor 3:	
CCLB 301-303, 305, 308	Science Labs/Classroom
CCLB 327-336, 344, 346	Faculty Offices

Floor 4:	
CCLB 401-403, 405	Science Labs

Student Services & Learning Resources Center (CCSS):

Floor 1:	
CCSS 122	Counseling/EOPS/CalWorks/Academic Accommodations/Employment Center
CCSS 123	Student Health Center
Floor 2:	
CCSS 202	Admissions/Financial Aid/Personal & Professional Learning/Veterans Center

Floor 3:	
CCSS 302/315	Library/The Learning Center (TLC)
CCSS 313	Computer Lab
CCSS 315	MESA
CCSS 335-336	Communication Center/Reprographics
CCSS 337	Welcome Center
Floor 4:	
CCSS 401-402	Classrooms
CCSS 403	Faculty/Staff Tech Center

Applied Technology Education Center (ATEC):

ATEC 700	Faculty Offices
ATEC 703	Computer Lab
ATEC 704-705	Classrooms
ATEC 706-707	Auto Workshop
ATEC 708	Construction Technology

Student Parking Lots 1, 2, 3 and 6 (Dr. Dianne G. Van Hook Drive)

- ✕ Parking Information – Lots 1, 2, and 3
- ♿ Handicapped Parking
- ♂ Restrooms
- ★ Visitor Parking
- ☕ Refreshments
- ◆ Motorcycle Parking
- 🚲 Bicycle Rack
- 🚌 Bus Stop
- 🔌 Electric Charging Station
- Campus Evening Shuttle Stops
- 🌳 Campus Gardens

Refreshments/Vending Machines:

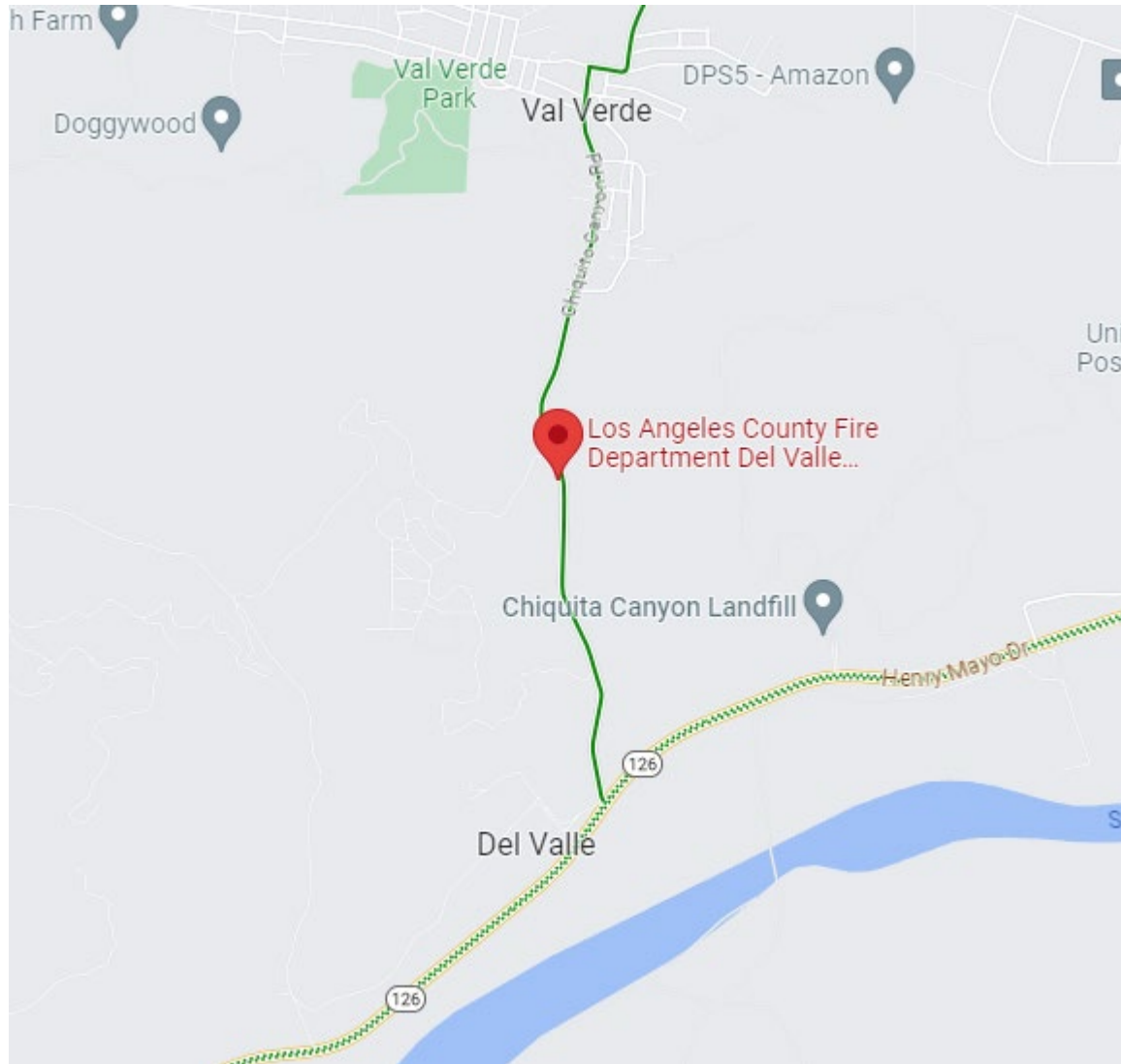
- Outside rooms CCC3-300
- ATEC (Snack/Supply/Drink)
- Science Center (Floor 3 – Food/Snack/Drink)
- Student Services Center (Floor 3 – Snack/Supply/Drink)

College of the Canyons CANYON COUNTRY CAMPUS

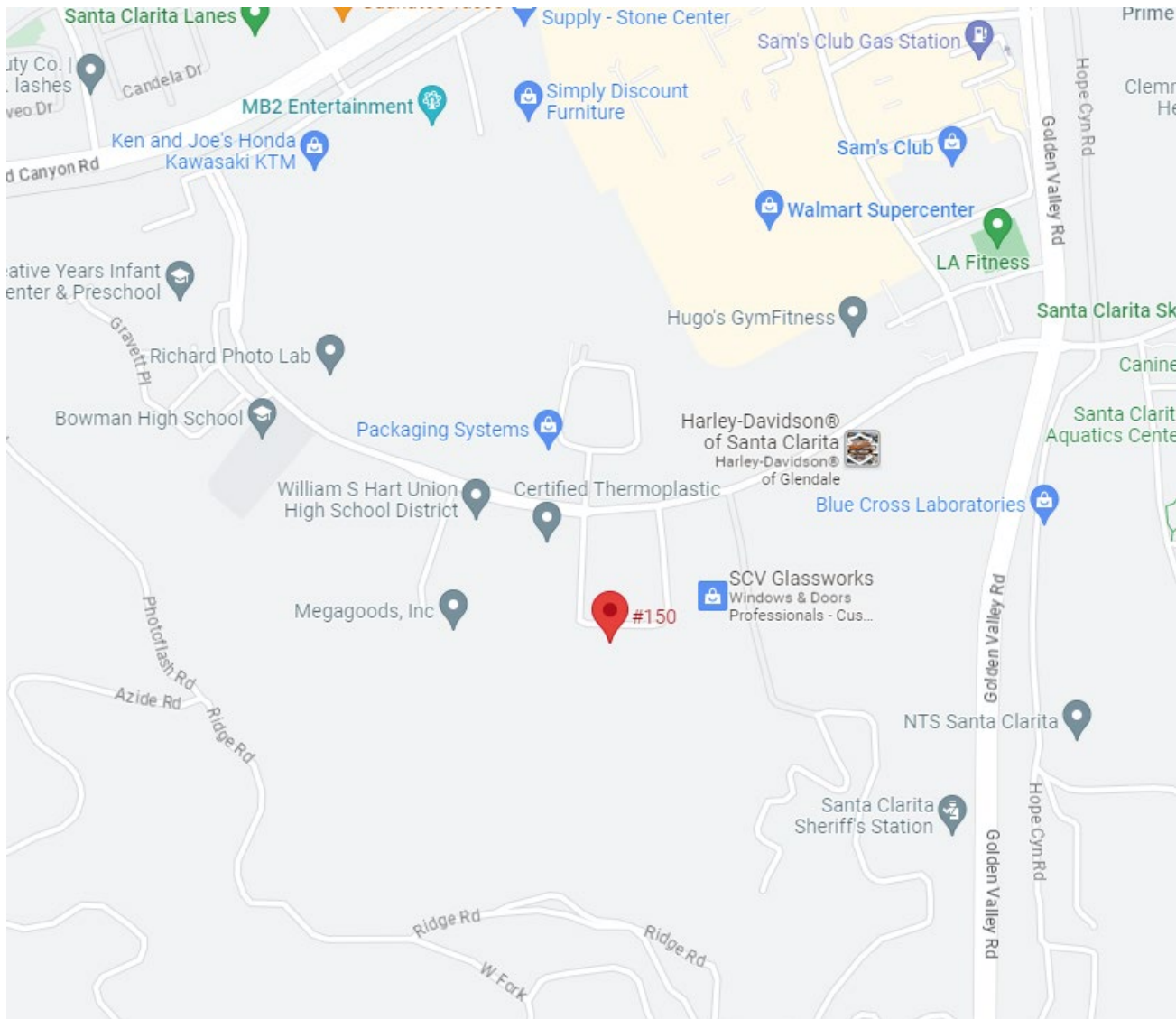
17200 Sierra Highway, Canyon Country, CA 91351-1622
(661) 362-3800 • (661) 362-3979 Fax
www.canyons.edu/canyoncountry



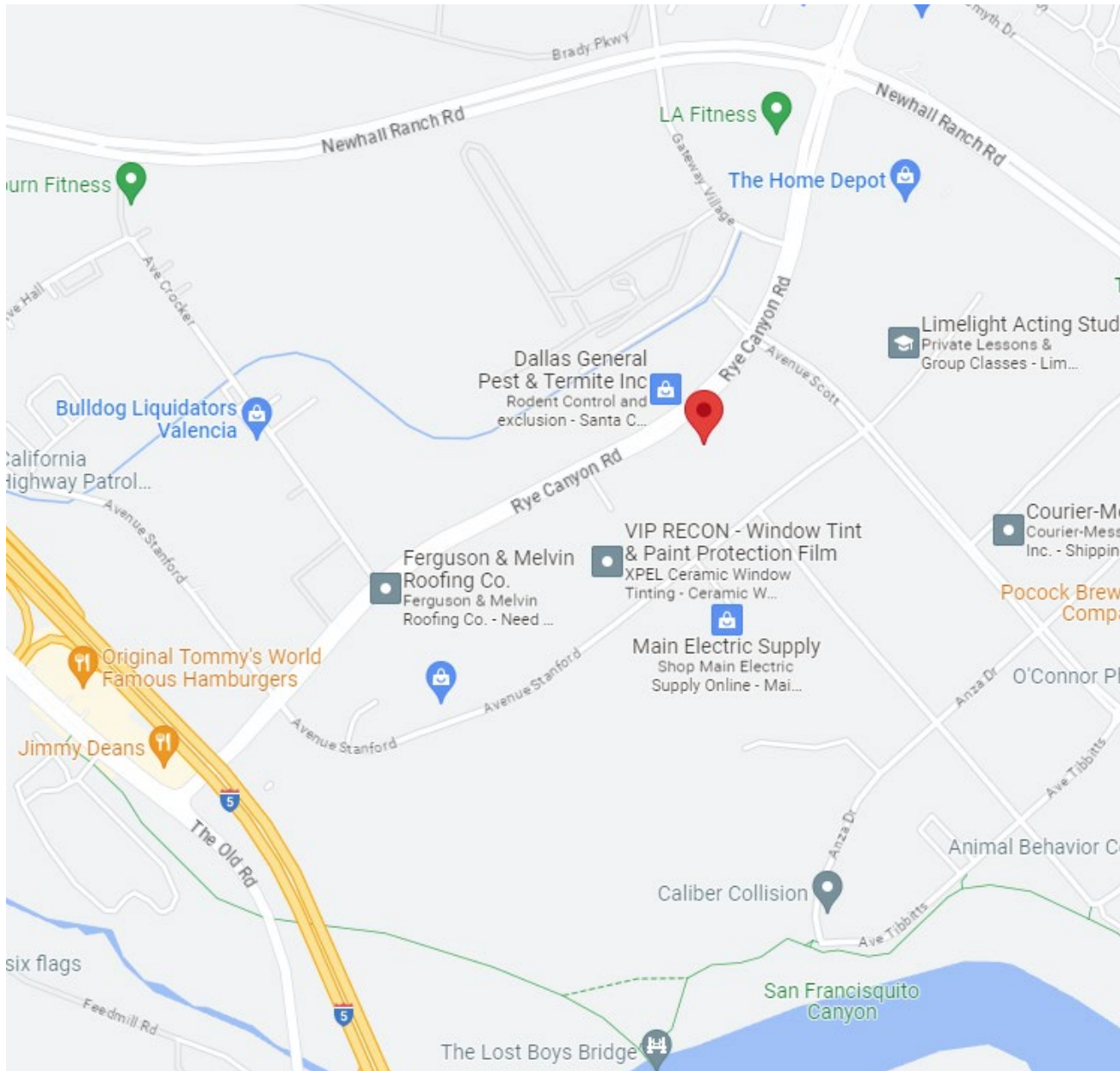
**Del Valle Regional Training Center
L.A. County Public Safety Training
28101 Chiquita Canyon Road
Castaic, CA 91384**



College of the Canyons - ATC
26306 Diamond Place Suite 150
Santa Clarita, CA 91350



**College of the Canyons – Center for Applied Competitive Technologies
B&B Manufacturing, Building 5
25356 Rye Canyon Road
Valencia, CA 91355**



SANTA CLARITA COMMUNITY COLLEGE DISTRICT / COLLEGE OF THE CANYONS VALENCIA
CAMPUS
26455 Rockwell Canyon Road, Santa Clarita, California 91355
CANYON COUNTRY CAMPUS
17200 Sierra Highway, Santa Clarita, CA 91351
www.canyons.edu