

POMONA COLLEGE

Campus Security Annual Report 1997

**Prepared by the
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SAFETY TIPS

GENERAL SAFETY

- ? Be aware of your surroundings and any signs that something appears to be wrong or out of place.
- ? Stay in well lighted areas and walk mid-point between curbs and buildings and away from alleys and bushes when possible.
- ? Work or study only in occupied buildings at night. Call Campus Security at Extension 7-2000 for an escort when you leave.
- ? Don't carry extra credit cards or large sums of money.
- ? Do lock your valuables securely, even in your room.
- ? Walk with someone whenever possible. Request an escort when traveling alone at night.
- ? Do not risk personal injury if someone forcibly attempts to take your wallet, purse or property.
- ? Do carry a whistle or personal alarm and use it when you feel threatened. The sound won't hurt anybody if it wasn't that serious.
- ? Keep an inventory of personal property and mark items with your driver's license number and the state. (Borrow an engraver from Campus Security or through your R.A.)
- ? Acquaintance Rape happens here. Learn the danger signs. Victims suffer significant life disruption.
- ? Distance yourself from the misuse of alcohol / drugs, it can be far worse than a bad headache the next morning.
- ? Do not attach your ID to your key chain or mark your keys with your name and address.
- ? Get to know your neighbors and share information about suspicious activities.
- ? Call Security at X7-2000 in an emergency or to report any crime or suspicious activity.

OFFICE SAFETY

- ? When working late, make sure doors are locked. Let someone know of your location and expected departure time.
- ? NEVER prop doors open, even for a short time. Your action could contribute to incredible harm to yourself or someone else.
- ? Do not loan your office keys or allow them to be copied.
- ? Do not hold a door open for a stranger.
- ? Keep your purse, wallet, or other valuables in a locked cabinet or drawer. Office thieves know where to look.

CAR SAFETY

- ? Auto theft is a problem nationally as well as on these campuses. Take action to safeguard your vehicle.
- ? Lock all doors after parking.
- ? Help secure your car against grand theft / burglary - with an electronic alarm and/or kill switch.
- ? Keep a copy of your registration, title, and vehicle I.D. number in a safe place separate from your vehicle.
- ? Store your valuables out of sight.
- ? If you park your car but don't use it regularly, check on it daily.
- ? Immediately report thefts, as well as suspicious activity in parking lots or near parked cars, to Campus Security.

BIKE SAFETY

- ? State law, as well as county and city ordinances and codes mandates adherence to bicycle "Rules of the road" as well as specific equipment guidelines. Learn the laws for your own safety.
- ? Ride defensively, with the traffic, and use hand signals.
- ? Please be considerate of pedestrians and drivers in vehicles.
- ? You can be given a "ticket" for sidewalk driving, speeding, etc. in Claremont.
- ? Keep your bike maintained - especially the brakes.
- ? Register your bike and get a California license at Campus Security. (City Code requirement)
- ? Use a U-LOCK to secure your bicycle frame and wheels to a rack. Bikes locked with cables and small chains are stolen frequently.
- ? Report suspicious activity or loitering around bike racks. Thieves usually carry a hidden bolt cutter or other cutting tool.
- ? Do not impede free use of the handicapped ramps or other access points with bikes locked to handrails, etc.
- ? NEVER leave your bike unsecured – even for a “moment.”

The Claremont Colleges are a unique consortium of six independent institutions including: Pomona College, Claremont McKenna College, Pitzer College, Harvey Mudd College, Scripps College and the Claremont Graduate University. Each has its own campus, administration, student body, faculty, trustees, curricular emphasis, and distinctive style and mission. They all, however, share the resources and services of a central coordinating body known as the Claremont University Center (CUC). Under the auspices of CUC, 18 Central Programs and Services provide support and services to The Claremont Colleges.

THE DEPARTMENT OF CAMPUS SECURITY

Campus Security provides a full range of services to the Claremont College community twenty-four hours a day year round. The department is located at 251 E. Eleventh and can be reached on campus by dialing extension 72000 from any campus phone, or by calling (909) 621-8170 from any phone not on the campus telephone system.

The Security Department is staffed by thirteen full-time uniformed security officers, six dispatchers, one crime prevention officer, an administrative services coordinator, and a director. The regular staff is supplemented by twenty-five to forty reserve security officers who work special assignments, perform crime prevention duties, and carry out a host of support functions for the department.

Security officers are unarmed and have no special or police powers. Their arrest powers are identical to those of a private person, as provided in the California Penal Code section 837. All full-time officers undergo an intensive eight to twelve week field training program and successfully complete and receive certification for the following: guard registration, PR 24 baton, chemical mace, bicycle patrol training, first aid and CPR. Employees undergo continuous education and training to upgrade their skills. Campus Security is not a police department but is responsible for law enforcement, security, and emergency response at The Colleges. The department also provides support services tailored to meet the needs of The Colleges including, high visibility patrols to prevent and detect crime, investigation of suspicious activity and crime reports, as well as response to: medical emergencies, fire and intrusion alarms, traffic accidents, parking enforcement, and enforcement of college rules and regulations.

Campus Security works closely and cooperatively with the City of Claremont Police Department. The police are notified immediately and respond to: crimes against persons, violent crimes, major felonies, crimes involving a known or identified suspect, all private persons arrests on campus, and any call when police presence and/or assistance is requested. All crime reports initiated by Campus Security are forwarded to the police for investigation and mandated reporting as required by Uniform Crime Reporting Standards.

CRIME PREVENTION AND SECURITY RECOMMENDATIONS

In recognition of the need for strategies and programs to enhance the safety and security of persons and property campuswide, the department employs a professionally trained crime prevention officer whose main role is to help educate members of the college community. The Colleges' crime prevention program is based upon the dual concepts of elimination or minimizing criminal activities whenever possible, and encouraging students and employees to be responsible for their own security and the security of others. The following is a list of ongoing crime prevention programs and projects:

- ? Security Alerts: prepared and distributed either selectively or throughout the campuses if circumstances are warranted.
- ? Campus Watch: a community program designed to increase awareness and encourage immediate reporting of criminal and suspicious activity to Campus Security.
- ? Operation Identification: the engraving of serial numbers on personal property and/or recording of items of value, is strongly promoted and available free of charge.
- ? Numerous Crime Prevention Presentations are crime specific workshops: presented to students and employees throughout the year.

- ? Escort Services: are available through student-run escort programs and Campus Security.
- ? Exterior and Interior Emergency Telephones: linked directly to Campus Security are located throughout the campuses.
- ? Immediate Emergency Repairs: done on inoperative or malfunctioning exterior doors, as well as individual dorm doors, windows and locks.
- ? Electronic Alarm Systems: a computerized alarm monitoring system connected directly to Campus Security monitors a comprehensive network of intrusion and fire alarms campuswide.
- ? Facility Surveys: of exterior lighting, doors, windows, hardware, and grounds are conducted by the crime prevention officer and campus maintenance and facilities personnel.

No crime prevention program can be effective without the cooperation, involvement, and personal support of students and employees. Awareness of one's environment and implementation of strategies to reduce or eliminate the opportunity for crime to occur is the best place to start. Within this framework, please use the following suggestions to help safeguard yourself and others:

- ? Exterior doors to any building should never be propped open. Propped doors put everyone at risk.
- ? Dorm doors should be locked at all times even when leaving for a short time.
- ? Keys should be carried at all times and never loaned to others.
- ? Exercise good judgement when walking, jogging, or engaged in solitary activity, especially at night.
- ? Request escort service when traveling alone at night, call Campus Security at EXT. 72000 or 621-8170; or use the student escort service.
- ? Engrave, mark, and/or photograph your property and record serial numbers and property description.
- ? Consider not bringing expensive jewelry, valuable property, and important keepsakes to campus.
- ? Purses, backpacks, and other personal property should not be left unattended or unsecured in office buildings, libraries, and other common use areas.
- ? Parked cars should be locked at all times and valuables should be concealed.
- ? Lock your bicycle with a good quality U-Lock through frame and wheels to a stationary object.
- ? Become familiar with the location of emergency phones throughout the campuses and use them if you have an emergency or observe criminal or suspicious activity. Lifting the receiver connects you directly to Campus Security for help/assistance.
- ? All crimes and suspicious persons should be reported to Campus Security immediately. If you are a victim - or a witness - to a crime, we urge you to call the Security dispatcher at once, DIAL EXT. 72000 OR 621-8170, OR PICK UP AN EMERGENCY PHONE.

It is most helpful to Security if you can provide your name, telephone number and location as well as the following information on any crime suspect: physical appearance, clothing, height, weight, coloring, approximate age, sex, scars, or other noticeable features (glasses, facial hair, etc.), and whether or not he or she displayed or threatened a weapon.

If a vehicle was involved in a crime, please note: last direction of travel, license plate number and state, make and model of the vehicle, color and body type, and other identifying marks (rust, dents, etc.).

ALCOHOL AND DRUG POLICY

In accordance with local, state, and federal law, The Colleges have adopted and implemented the following policy to prevent the unlawful possession, use or distribution of illicit drugs and alcohol on its property or as part of any of their activities:

- a) The use of alcoholic beverages by persons under the age of twenty-one (21) is prohibited.
- b) The sale or furnishing of an alcoholic beverage to anyone under the age of twenty-one (21) is prohibited.
- c) The sale of alcoholic beverages on campus is prohibited.
- d) Advertising of alcoholic beverages is prohibited.
- e) Alcoholic beverages may be served or consumed only at private events limited to members of the college community and their invited guests (all of legal age).
- f) Alcoholic beverages may not be served or consumed in public or at events open to the public.
- g) The possession, use, cultivation, sale, or transfer of illicit drugs is prohibited.
- h) The possession of drug paraphernalia, including pipes, needles, or other contrivances used in the consumption of illicit drugs, is prohibited.

More detailed information about each institution's policies, guidelines, and sanctions may be found in the policy or student conduct section of their Student Handbook.

The Claremont Colleges are committed to education and counseling as the primary focus of their substance abuse programs. Students are encouraged to use the counseling and medical services provided on a confidential basis at the Monsour Counseling Center and Baxter Medical Center. Also, the dean of students staff and residential life staff at each of The Colleges serve as advisers and will be able to refer concerned students to appropriate resources.

WEAPONS ARE PROHIBITED

For the safety of everyone, ALL TYPES OF WEAPONS ARE PROHIBITED ON THE CAMPUSES OF THE CLAREMONT COLLEGES, including, but not limited to: firearms, blackjacks, slingshots, billy clubs, explosives, metal knuckles, air guns, pellet guns, BB guns, crossbows, bows and arrows, spring-type guns, and illegal knives, switchblades, and other blades that violate California law. Contact Campus Security at EXT. 72000 for information regarding storage and safekeeping of legally owned weapons used for practice, competition, and etc.

POMONA COLLEGE is very concerned about the safety and welfare of all students, employees, and guests, and is committed to providing a safe and secure environment. In addition to the services provided by Campus Security, Pomona College has precautionary measures in place that are intended to enhance the quality of life and to assure the safety and security of the students, staff and faculty.

Pomona College is a residential college, nearly all students live on campus. The Dean of Students is the college officer responsible for residential and campus life issues.

The following are precautionary measures in place for the safety of students, staff and faculty:

? The Dean or professional staff member is on-call at all times, twenty-four hours a day, seven days a week, throughout the academic year. All residence halls are served by live-in Resident Advisers (RAs) who are available and on-call throughout the school year to supervise and help govern residential life.

? MDI card key units are installed on the entrances of eight of the eleven residence halls.

? Card keys are collected annually and the system is re-programmed. The access code is changed to eliminate lost cards.

? All entrances are locked 24 hours. Main entrances are maintained by card key systems. Resident Advisers check residence hall doors to be sure they are locked each night.

? Two residence halls have reception desks that are staffed during the day by paid employees and by Resident Advisers in the evenings. Students' guest must register with the Office of Campus Life. Students are expected to be responsible for their guests at all times.

? High security screens are installed on all first floor windows with six exceptions due to fire escape regulations.

? Emergency telephones connected directly to Campus Security are installed across the campus and in remote areas such as, several laundry rooms, the track and tennis courts and a basement in one of the dorms.

? Security alerts are distributed campuswide in a timely manner to inform the campus community of crimes or suspected crimes that may threaten the safety of Pomona students and employees.

? Escort services are available through the radio equipped Student Escort Service during the school year and through Campus Security year round. (Student escort hours are 7:00 a.m. to 1:00 a.m. daily. Campus Security provides escorts 24 hours daily).

? All non-residential campus buildings are locked nightly by a lock-up person.

? Safety and self-protection classes are offered through the Physical Education Program for academic credit.

? The Whistle Alert Program, designed to encourage students to carry and use whistles if there is danger or an emergency, is ongoing. All new students are issued whistles and returning students are provided them upon request.

? Large parties and dances are staffed by added security officers.

? The Campus Watch program including the posting of signs campuswide, and on maintenance vehicles, is in place.

? Thirty-nine intrusion alarm systems are installed in various buildings across the campus.

? A tight key control policy is in place. Locks are changed immediately when a key is reported lost and new keys are issued.

- ? Security screens with alarm capability connected to Campus Security are installed on the Harwood Hall roof to prevent and deter access to the roof and upper floor rooms.
- ? Office computer equipment is required to have lock downs.
- ? High security locks are installed on all new construction.
- ? Campus exterior lighting is inspected nightly.
- ? Knox boxes have been installed throughout the campus to enhance Campus Security's response time to incidents involving facilities and to reduce the likelihood of lost keys.
- ? Campus Planning and Maintenance staff meetings include the presentation and dissemination of Campus Watch/crime prevention information.
- ? Three parking lots and two computer centers are under video camera surveillance.
- ? Two computing center entrances have card access units installed.
- ? Anti-door propping signs are installed on all entrances to dorms.

SAFETY IMPROVEMENTS IN THE PAST 18 MONTHS

- ? Improved campus signage.
- ? New emergency phone system.
- ? Escort service via golf cart.
- ? Continuous, ongoing work on lighting and shrubbery.

PLANNED SAFETY IMPROVEMENTS IN THE NEXT TWENTY-FOUR MONTHS

- ? Additional MDI Card Key Units and video camera surveillance will be installed on two new buildings under construction.
- ? Pomona College will hire its own dedicated Security Officer, who will patrol the areas around the College's residence halls, beginning the '98 Fall Semester.
- ? More card readers added to more entrance doors.
- ? On-going conversion to high security locks.

WHAT YOU NEED TO KNOW ABOUT SEXUAL ASSAULT (SEXUAL OFFENSE POLICY)

Pomona College expects that every member of the community will adhere to the highest standards of behavior in sexual conduct. Sexual interaction accomplished by force, duress, threat of force, coercion or intimidation or during incapacitation created by drugs or alcohol use will not be tolerated by Pomona College. In addition, when such an act occurs it degrades the victim, our campus community, and society at large. This policy on sexual misconduct is intended to set minimum standards of conduct and to outline behavior that is not acceptable.

Victims of any sexual offense are encouraged to seek assistance or discuss the incident with an RA or a dean as soon as possible.

Sexual offenses often result in physical and/or psychological harm. Even if the victim decides not to report the incident to authorities, the victim is urged to seek medical and counseling assistance for potential emotional trauma and the possibility of sexually transmitted diseases and pregnancy. Deans and RAs will assist the victim in examining all options available and in contacting and providing assistance with the appropriate College and community agencies, with her/his consent. Additionally, they will assist in obtaining transportation to the hospital. It is important that the victim not shower, douche or change clothes, in order to preserve evidence as may be necessary to the proof of criminal sexual assault.

The emergency room at Pomona Valley Community Medical Center (located at 1798 N. Garey Avenue, Pomona, (909) 865-9600) is equipped with rape kits for collecting and preserving evidence. It is possible to file a report of rape at the hospital and decide against legal prosecution at a later date. Deans, RAs, female officers from Campus Security and the Claremont Police Department, and volunteers from Project SISTER are available to accompany and remain with a victim at the hospital while s/he files a report. Campus Security will also provide transportation and support, and contact the dean on call after hours.

Victims of sexual assault can file crime reports and/or civil suits while at the same time going through Pomona's judicial system. The dean will assist the victim in notifying the Claremont Police Department, and in changing academic and living arrangements precipitated by the offense if requested by the victim, and, if these changes are reasonably available. Victims should report the incident even if they do not wish to prosecute. **REPORTING THE INCIDENT PROTECTS OTHERS ON CAMPUS.**

TELEPHONE NUMBERS FOR ASSISTANCE:

CAMPUS SECURITY	EXT. 72000
MONSOUR COUNSELING CENTER	EXT. 18202
BAXTER HEALTH SERVICES	EXT. 18222
PROJECT SISTER RAPE CRISIS HOTLINE	626-4357
PLANNED PARENTHOOD	620-4290

SANCTIONS:

Sanctions for violation of the sexual misconduct policy may range from expulsion or suspension from the College through restrictions on campus privileges, required alcohol or drug counseling, conduct probation, community service or other penalties as outlined in the Student Code. The severity of the sanctions will depend upon the extent to which the victim is coerced or manipulated or denied the opportunity to express her or his wishes in a sexual situation, on the degree of obvious intoxication of the victim and on any prior disciplinary history of the respondent. Violations involving the use of force will generally incur the most severe sanctions. Less serious acts of sexual misconduct may, at the request of the victim, be resolved through mediation rather than by the Judiciary Council.

REPORTING SEXUAL MISCONDUCT TO COLLEGE OFFICIALS

Victims of any act of sexual misconduct are encouraged to seek assistance immediately and to discuss the incident with a dean in the Office of student Affairs or with a Resident Advisor (RA) as soon as possible. Deans and RA's will assist the victim, at the time of the complaint, in examining all the options available and in contacting the appropriate community agencies. The deans will also arrange transportation to the hospital, if the victim wishes.

The deans will assist the victim in changing academic and living arrangements if requested by the victim and if the changes are reasonably available. The victim is urged to seek medical and counseling assistance for potential emotional trauma and the possibility of sexually transmitted diseases and pregnancy.

Victims can file crime reports and/or civil suits while, at the same time, going through Pomona's student judicial system. Victims may also choose informal discussion and/or mediation by one or more of the deans or by an outside mediator instead of filing formal charges to be heard by the Pomona Judiciary Council.

REPORTING RAPE TO THE LOCAL POLICE

The same act can simultaneously violate the Pomona Student Code and the laws of the state of California. If an individual believes that a sexual interaction constitutes rape or some other felonious sexual offense (which includes forced sodomy, forced oral copulation, or rape by a foreign object) (California Penal Code, section 206), the victim may wish to report the act to the police and bring a criminal or civil prosecution.

If this option is being considered, it is important that the victim not shower, douche or change clothes, in order to preserve evidence that may be necessary to prove criminal sexual assault. The emergency room at Pomona Valley Hospital Medical Center is equipped with rape kits for collecting and preserving evidence. It is possible to file a report of rape at the hospital and decide against legal prosecution at a later date. Deans, RA's, female officers from Campus Security, the Claremont Police Department and volunteers from Project Sister are available to accompany and remain with a victim at the hospital while she or he files a report. Campus Security will also provide transportation and support and contact the dean on call.

Victims should report the incident to the deans or the police even if they do not intend to prosecute or bring an action to the Judiciary Council. Reporting the incident protects others on campus.

SEXUAL ASSAULT AWARENESS AND TRAINING

Several programs and strategies are available to promote awareness and prevention of rape and sexual offenses throughout the school year, such as:

- ? The distribution of a Crime Statistics Brochure to every student which includes sexual assault/rape/date and acquaintance rape prevention strategies.
- ? New students receive information on sexual assault prevention and complaint procedures at a mandatory session each academic year.
- ? Open discussions for all students about sexual assault and related issues are held at the Womens' Union during the academic year.
- ? RAs are trained in the definition, prevention, and campus resolution procedures for sex offenses.
- ? All students receive the College's Sexual Assault policy and related information in the Student Handbook, which is distributed to each student at the beginning of the fall semester.
- ? All student Judiciary Council members receive training about issues of sexual misconduct.

CRIME STATISTICS			
Pomona College			
CRIME	1995	1996*	1997
Aggravated Assault	1	0	1
Burglary	66	22	3
Grand Theft Auto	2	3	3
Homicide	0	0	0
Rape (Stranger)	0	1	0
Rape (Acquaintance)	0	2**	0
Robbery	1	2	0
ARRESTS			
Alcohol Violations	0	0	0
Drug Violations	1	1	1
Weapons Possession	0	0	1

* 1996 numbers re-classified to reflect Uniform Crime Reporting Standards (UCR).

**Rapes reported after publication of 1996 report.