

# **CLAREMONT MCKENNA COLLEGE**

## **Annual Campus Safety Report 2004**

**(Jan. 1 – Dec. 31, 2004)**

**Prepared by the  
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**This information is provided in compliance with The Crime Awareness and Campus Security Act of 1990 (amended in 1998 and renamed the “Jeanne Clery Disclosure of Campus Safety Policy and Campus Crime Statistics Act”)**

## SUMMARY OF THE JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND CAMPUS CRIME STATISTICS ACT

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act is a federal law that requires all public and private institutions of postsecondary education participating in federal student aid programs, to disclose certain timely and annual information about campus crime and security policies.

Schools must annually publish a report every year by October 1<sup>st</sup> that contains three years of on/off campus crime statistics. These statistics must be gathered from campus police or security, local law enforcement, and other school officials who have significant responsibility for campus activities. Professional mental health and religious counselors are exempt from reporting requirements. The report must also contain certain policy statements, including Sexual Assault policies - which assure basic victims' rights and outline procedures to be followed in sex offenses; Weapon, Alcohol and Drug Policies.

Crimes are reported in the following seven major categories:

- Murder; Negligent and Non-negligent Manslaughter
- Sex Offenses, including Rapes, Forcible and Non-forcible Sex Offenses
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson

Schools are also required to report the following three types of incidents if they result in either an arrest or disciplinary referral:

- Liquor Law Violations
- Drug Law Violations
- Illegal Weapons Possession

Campus crime statistics must be reported by location: **On campus** (owned, contiguous, educational or student-used); **In Dormitories or other student residences** (within the on-campus area); **Non-campus buildings or property** (frats, non-contiguous owned and student-used); and **Public Property** (streets, sidewalks, lots adjacent to campus).

Schools are also required to provide timely warnings/notices of crimes that pose an on-going threat to students and employees. In addition, a daily log, which records all crimes reported to the campus police or security department must be maintained and open to public inspection during normal business hours. Limited information may be withheld to protect victim confidentiality.

The annual report is to be made available to all current students and employees while prospective students and employees are to be notified of its existence and afforded an opportunity to request a copy. Schools can comply using the Internet so long as the required recipients are notified and provided the exact Internet address where the report can be found and paper copies are available upon request.

### **THE CAMPUS SEX CRIMES PREVENTION ACT (SECTION 1601 OF PUBLIC LAW 106-386)**

This federal law enacted on October 28, 2002 amends the Jeanne Clery Disclosure Campus Security Policy and Campus Crime Statistics Act to require institutions of higher education to issue a statement, in addition to other disclosures required under that Act, advising the campus community where law enforcement agency information provided by the State concerning registered sex offenders may be obtained. These changes take effect October 28, 2002 and this notice will be a requirement beginning with the annual security report due October 1, 2003.

## How to obtain Sex Offender Information

The Claremont Colleges campus community may obtain sex offender information in one of several ways:

**1) Calling the Sex Offender Identification Line** – this telephone service is for use by the public and organizations to identify serious sex offenders. The cost of calling the **1-900-463-0400 line** is a flat fee of \$10 for information on up to two individuals.

To use the 900 line, you must be at least 18 years of age, and you must know the following about the person you are checking:

Name of person, AND one of the following:

An exact address; or

Exact date of birth; or

California driver's license, identification or social security number

\*Note: if you only know the person's name, you will need to provide a complete description of the person.

**2) The Claremont Police Department provides another means to obtain information on California's registered sex offenders via Megan's Law CD-ROM.** A CD-ROM, available for public viewing, provides the following information about serious sex offenders: registrants' name; aliases; photograph (if available); sex; physical description, including scars, marks, and tattoos; registered sex offenses; county of residence, and ZIP code (based on last registration).

To view the CD\_ROM, you must:

Be 18 years of age or older;

Provide a California driver's license or Identification card;

Sign a statement that you are not a registered sex offender, that you understand the purpose of the release of information is for the public to protect themselves and their children from sex offenders; and that it is illegal to use the information to harass, discriminate or commit a crime against any registrant;

State a distinct purpose for viewing the CD-ROM, if required by local law enforcement.

For Megan's Law CD-ROM viewing information, please call Claremont Police at (909) 399-5411. Claremont Police Department is located at 570 W. Bonita Ave, in the city of Claremont.

**3) A new California Law, Assembly Bill 488, signed by the Governor on September 24, 2004, now provides the public with internet access to detailed information on registered sex offenders. This expanded access allows the public for the first time to use their personal computers to view information on registered sex offenders required to register with local law enforcement under California's Megan's Law. For internet access to registered sex offender information, go to: [www.meganslaw.ca.gov](http://www.meganslaw.ca.gov)**

The complete text of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act is available at: <http://campussafety.org/publicpolicy/cleryact/text.html>

The Claremont Colleges are a unique consortium of seven independent institutions including: Pomona College, Claremont McKenna College, Pitzer College, Harvey Mudd College, Scripps College, Keck Graduate Institute 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 Consortium (CUC). Under the auspices of CUC, Campus Safety and 17 other organizations provide support and services to The Claremont Colleges.

## **THE DEPARTMENT OF CAMPUS SAFETY**

Campus Safety provides a full range of services to The Claremont Colleges community 24 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.

### **WHO WE ARE / WHAT WE DO**

First responders to emergencies of any kind

Protect the persons and property of students, faculty, staff and visitors to the Claremont Colleges consortium

Patrol on bicycles, electric cart and on foot on all campus streets, byways and interior areas

Apprehend criminals

Provide first aid until the arrival of paramedics

Provide security and traffic control at parties, special events and performances

Monitor fire alarms, theft alarms and closed circuit TV surveillance systems

Enforce traffic and parking regulations

Take reports of crimes and incidents and forward them to the Claremont Police Dept. for investigation

Provide incident reports to student deans and maintain records of crimes, incidents and reported activities for analysis purposes

Assist law enforcement and other emergency service providers as needed

Offer security survey/audit services to campus administrators

Refer citizens to appropriate outside or on-campus sources for required services (Campus Safety is the after-hours referral source)

Administer a "lost and found" property service

Provide security/crime prevention seminars and presentations to groups of students, staff/faculty

Work with student escort services and student security organizations regarding training and dispatch requirements

Provide around-the-clock escort service on campus to anyone, as needed

The Campus Safety Department is staffed by 14 full-time uniformed Campus Safety officers, six dispatchers, a director and an Administrative Assistant. The regular staff is supplemented by 25 to 40 reserve Campus Safety officers and part

time employees who work special assignments, perform crime prevention duties, and carry out a host of support functions for the department.

Campus Safety 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 Safety 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 Safety 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 are called when police presence and/or assistance is deemed appropriate. All crime reports initiated by Campus Safety are forwarded to the police for investigation and mandated reporting as required by Uniform Crime Reporting Standards.

### **CRIME PREVENTION AND SECURITY RECOMMENDATIONS**

Our crime prevention strategies are based upon the dual concepts of eliminating 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 Safety.

Operation Identification: the engraving of serial numbers on personal property and/or recording of items of value, is promoted and available free of charge.

Crime Prevention Presentations: crime specific workshops presented to students and employees throughout the year.

Escort Services: available through student-run escort programs and Campus Safety.

Exterior and Interior Emergency Telephones: linked directly to Campus Safety 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 Safety monitors a comprehensive network of intrusion and fire alarms campus wide.

Facility Surveys: checks of exterior lighting, doors, windows, hardware, and grounds are conducted by the Campus Safety and campus maintenance and facilities staff.

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 should never be propped open. A propped door puts 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 judgment when walking, jogging, or engaged in solitary activity, especially at night.

Request escort service anytime by calling Campus Safety at extension 72000 or 621-8170 from off campus; or, at night, 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.

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.

All crimes and suspicious persons should be reported to Campus Safety immediately. If you are a victim of - or a witness to - a crime, we urge you to call the Campus Safety dispatcher at once, DIAL EXTENSION 72000 OR 621-8170, OR ACTIVATE AN EMERGENCY PHONE.

It is most helpful to Campus Safety 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 is involved, 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.).

**CLAREMONT MCKENNA COLLEGE** is 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 Safety, CMC has a number of precautionary security measures in place, which are intended to enhance the quality of life and to assure the safety and security of the student body.

All residence halls are locked at all times, throughout the year. RAs are responsible for making sure there are no equipment failures or propped doors.

Live-in resident assistants (RAs) are available and on-call throughout the academic year. A dean or other professional staff member of the Dean of Students Office is also on-call at all times, 24 hours daily, seven days a week.

8 of 12 residence halls are equipped with a security system, which allows entrance only with a special card key. Only current CMC students are issued a card key. Students are instructed to report lost card keys immediately and any lost card keys are deactivated immediately.

Students must sign to receive their room key. No one other than the student can obtain the key. Only one (or two if it is a double room) key is kept for each room. If a student loses his/her key, the door is automatically re-keyed.

Campus Safety has a set of master keys; all other master keys are checked out through Facilities and Campus Services and returned the same day. Strict key control and a strict facility-access policy are in operation.

Bedroom door locks are specially designed and are accessed by double-cut keys that cannot be duplicated locally, thereby providing greater security.

It is the responsibility of every student to assure that the residence halls are kept securely locked. After entering or leaving the residence hall it is wise to check to make sure the door re-latches. A \$25.00 fine is assessed if a residence hall exterior door is found propped.

Guests should be escorted at all times in the residence halls.

See-through entry doors are installed at residence halls with a common entry.

All buildings are secured with high security keyways.

Fire extinguishers are located in every building. Fire sprinklers are in many buildings and smoke detectors are in each residence hall.

Fire alarms, which report directly to Campus Safety, are in all buildings.

Building attendants lock and secure academic and administration buildings after regular use hours nightly. After hours unscheduled access must be approved before key service is provided.

Security "Alerts" and Bulletins are posted and/or distributed campus-wide in a timely manner to inform the campus community of crimes, suspected crimes, or suspicious activity, which may threaten the safety of CMC students and employees.

Whistles are distributed to any new student who wishes to have one. Students are encouraged to carry and use them if they are endangered.

Self-defense classes are available through the athletic department.

An escort service, financed by the Dean of Students Office, is available to assist students throughout the academic year. They utilize two-way radios and wear identifying shirts. In addition, Campus Safety provides escort service throughout the year.

Campus Watch program signs are posted throughout the campus.

Security staffing and prior notification are required at designated student parties and other events, especially when alcohol is served. Exterior parties with alcohol are fenced.

## **SECURITY CONSIDERATIONS USED IN MAINTENANCE OF CAMPUS FACILITIES**

Several parking lots and the Fitness Center are equipped with surveillance cameras, which are monitored by Campus Safety.

Intrusion alarms are installed in the Athenaeum and basement storage area at Bauer North, Poppa Computer Lab and at Axelrood Pool.

Housekeeping staff, who are trained to report suspicious activity, are on campus Monday through Friday from 5:00 a.m. to 1:00 a.m.

Staff utilize 23 hand-held radios to enhance rapid response to campus needs.

Trees and shrubbery near buildings and walkways are regularly trimmed to minimize their use for concealment.

- Regular security (lighting, shrubbery and general safety) inspections are conducted by facilities. Deficiencies are corrected and enhancements are instituted.
- Reports of non-working lock hardware are routed to staff maintenance personnel immediately.
- Housekeeping, grounds, and maintenance personnel are required to wear uniforms and I.D. badges when working on campus.
- Fire lanes are secured. Entry is provided only as necessary.
- Peepholes have been installed in Benson, Berger, Phillips, Beckett, Marks, Stark Residence Halls and the Student Apartment residence facilities.
- Card access and a prop alarm are added security measures for after hours use of Poppa Computer Lab.
- Card access required for after hours use of Fitness Room at Ducey Gym.
- Electric gates have been installed to CMC's student apartments and to Ducey Gym staff parking lot.
- Emergency phones installed at Cramer Walkway, the 6<sup>th</sup> & Mills Parking Lot, Bauer Parking Lot, and Roberts Hall.

## **ALCOHOLIC BEVERAGES POLICY**

California State Law makes it a misdemeanor for a person of any age to sell or give alcoholic beverages to persons under the age of 21 years. It is also a misdemeanor for anyone under the age of 21 years to purchase or possess alcoholic beverages. Furthermore, California court decisions have held institutions liable for damages ensuing from consumption of alcohol at sponsored events. College policy does not abrogate the personal responsibility of College members for their illegal actions or legal liability.

The irresponsible consumption of alcohol can result in antisocial behavior, personal injury, driving under the influence, damage to property, and alcohol addiction. Actions that encourage the irresponsible consumption of alcoholic beverages or produce the behavior noted above will not be permitted at CMC and are subject to judicial action.

The College expects students who choose to consume alcohol to do so in a responsible manner. Persons serving or consuming alcohol on the campus must comply with the following College guidelines:

The purchase, possession, or consumption of any alcoholic beverages (including beer and wine) by any person under the age of 21 is prohibited.

Alcoholic beverages may be served and consumed only at private events limited to members of the College community and their invited guests. Alcoholic beverages may not be served or consumed at events open to the

public, such as intercollegiate athletic contests, or outside the confines of a registered and fenced party area. When alcoholic beverages are to be served at any event sponsored by a student group, the Office of the Dean of Students must be notified at least 48 hours in advance.

Two students, aged 21 or older, who are members of the sponsoring organization must assume responsibility for compliance with the Colleges policy on alcoholic beverages. The two upperclass students assuming responsibility must also be present throughout the duration of the event and must insure that students are being carded at the point of distribution.

For events held in locations other than residence halls, special arrangements must be approved by the Office of the Dean of Students.

The Dean of Students will review the adequacy of security for any proposed event.

The sale of alcoholic beverages is prohibited.

Advertising of alcoholic beverages is prohibited.

Nonalcoholic beverages and food must be provided at events where alcoholic beverages are served.

Student body fees mandatorily collected by the Colleges may not be used to purchase alcoholic beverages.

Official action shall be taken against individuals and organizations involved in the failure to comply with the Policy on Alcoholic Beverages. Failure to comply will be considered grounds for serious disciplinary action.

### **CMC SEXUAL ASSAULT POLICY**

It is the policy of Claremont McKenna College to ensure, to the fullest extent possible, that any student, faculty or staff member who is the victim of sexual assault committed on the campus shall receive treatment, support, and information. "Sexual assault" is defined by the Education Code Section 94385 as including rape, forced sodomy, forced oral copulation, rape by a foreign object, sexual battery, or threat of sexual assault.

"Assault" is defined by California Penal Code 240 as an unlawful attempt to apply physical force to the person of another, where at the time of the attempt the person making the attempt had the present ability to apply such force and had the intent to commit an act, the direct and natural probable consequences of which, if successfully completed, would be the application of physical force upon the person of another. Sexual assault is an assault committed with the specific intent to commit rape, forced sodomy, forced oral copulation, rape by a foreign object, or sexual battery.

"Sexual battery" is defined by California Civil Code Section 1708.5 as committed when a person act (1) with intent to cause a harmful or offensive contact with an intimate part of another, or (2) with the intent to cause a harmful contact with another by use of his or her intimate part, and a sexually offensive contact with that person directly or indirectly results; or a person acts to cause an imminent apprehension of the acts described in category 1 or 2 of this paragraph. "Intimate part" means the sexual organ, anus, groin, or buttocks of any person, or the breast of a female. "Offensive contact" means contact that offends a reasonable sense of personal dignity.

"Sexual battery" is also defined by California Penal Code section 243.5 as committed when any person touches, against the will of the person touched and for the purposes of sexual arousal, sexual gratification or sexual abuse, an intimate part of another person while that person is unlawfully restrained by the accused or an accomplice. "Touches" means physical contact with the skin of another person whether accomplished directly or through the clothing of the person committing the offense. "Intimate part" means the sexual organ, anus, groin or buttock of any person and the breast of a female.

Implicit in sexual assault is a lack of consent. "Consent" is defined as explicit agreement that an individual is willing to engage in an activity. However, if at any point, an individual indicates in a verbal or nonverbal manner that he or she does not want sexual contact to go any further, then any further interaction takes place without consent. An individual has the right to say that sexual contact should stop at any time regardless of how much sexual contact has already occurred, even if he or she had agreed earlier to more sexual contact. Sexual interaction with individuals who are prevented from resisting because of alcohol, controlled substances, or unconsciousness is sexual interaction without consent.

Claremont McKenna College will not tolerate sexual assault, whether directed at males or females or whether committed by a stranger or an acquaintance. We have an obligation to address the needs of the sexual assault victim as well as a responsibility to protect the other members of the campus community from potential sexual assaults. Referrals for

treatments will be made and ongoing support will be offered to victims. To protect the privacy of the victim, confidentiality regarding the name of the victim will be maintained.

Claremont McKenna College will make the College community aware of any rapes, or other sexual assaults by strangers on campus, and will judge the need of reporting acquaintance rapes to the community on a case-by-case basis. We are legally obligated to report to the federal government the number of sexual assaults that occur on campus each year. In the case of a stranger rape, the location of the incident will be made known in order to determine if the area itself is hazardous and needs attention by Physical Plant or increase security patrols. If, for reasons of safety, the campus community is to be notified of the occurrence of the assault, the victim will be informed prior to such notification. Members of the CMC community will be notified of assaults or rapes that occur on other Claremont Colleges campuses if that information is received by the Dean of Students or the Director of Human Resources.

## **REPORTING PROCEDURES - ONCE A SEX OFFENSE HAS OCCURRED**

Charges which involve sexual assault must be filed within twelve months of an alleged incident.

Students who suspect that a violation of this sexual offense statement may have occurred should contact a member of the Dean of Students staff at the college where they are enrolled.

Students are strongly encouraged to report suspected violations as soon as possible after they have occurred. If alleged criminal conduct is involved, students are strongly encouraged to file charges with local law enforcement officials. Students who wish to file a formal complaint may request assistance from their Dean of Students.

Students who wish to file criminal charges should not shower, change clothes, or douche in order to preserve evidence. The Pomona Valley Community Hospital Emergency Room is equipped with rape kits for the collection of physical evidence. While not required, physical evidence can strengthen a case in both criminal and campus disciplinary proceedings.

The Dean of Students will provide victims with information about criminal prosecution, civil prosecution, college disciplinary procedures, and informal resolution options. Information about possible changes in academic or living arrangements may also be obtained from the dean.

Students who wish to have possible misconduct reviewed by a college judiciary board must prepare a written complaint. Assistance in preparing a complaint may be obtained from the Dean of Students. Discussions with a dean will be treated confidentially, insofar as the law allows. The Claremont Colleges have an obligation to report statistics on rape or sexual assault committed on campus.

## **SANCTIONS**

Members of the Claremont community found guilty of violating college policies on sexual offenses may be subject to penalties up to and including expulsion for students, and termination for employees.

## **EDUCATIONAL PROGRAMS**

The Claremont Colleges provide ongoing educational programs for students, faculty, and staff in order to promote awareness about rape, sexual harassment, and other sexual offenses. These programs are designed to heighten community awareness and prevent sexual offenses. Programs may vary from college to college. In order to promote a safe campus environment, individuals who may be in violation of college policies on sexual offenses should be informed about their conduct. They may not be aware that their behavior is sexually offensive, threatening or hurtful. Education may remedy their behavior.

## **CAMPUS AND COMMUNITY RESOURCES**

Resources that provide assistance to survivors of sexual offenses are available on each campus, through the Central Services, and from the community. They include:

Monsour Counseling Center	(909) 621-8202 or ext. 18202
Baxter Medical Center	(909) 621-8222 or ext. 18222
Campus Safety	(909) 621-8170 or ext. 72000
Claremont Police Department	(909) 399-5411
Dean of Students Staff	(909) 621-8114 or ext. 18114
Los Angeles Rape Hotline	(310) 392-8381
Monsour Counseling Center	(909) 621-8202 or ext. 18202
Project Sister	(909) 626-HELP

## **CMC POLICY on EXPLOSIVES, FIREARMS, and OTHER WEAPONS**

Firearms are may not be kept anywhere on the Claremont McKenna College campus. Firearms may be stored at the Campus Safety Office. The use of firearms in Claremont, Los Angeles County, or in the western portion of San Bernardino County is prohibited by law.

The State law, as well as Claremont McKenna College policy, prohibits bringing firecrackers or explosive materials of any kind onto any part of the campus or into the buildings. This includes combustibles in containers such as gasoline cans. Furthermore, gasoline-powered scooters and motorcycles cannot be stored in individual rooms or elsewhere in residence halls at any time. Vehicles found to be stored in unauthorized areas will be towed and stored at the owner's expense.

Illegal knives, switchblades, and other blades which violate California State Law are prohibited.

BB guns, pellet rifles, and other weapons which propel projectiles are also prohibited and are not allowed on campus. These items must be stored at Campus Safety. Contact Campus Safety at extension 72000 or 909-621-8170 for information regarding storage and safekeeping of legally owned weapons used for practice, competition, etc.

## **SAFETY TIPS**

## **GENERAL SAFETY**

- Be aware of your surroundings and any sign 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.
- At night, work or study only in occupied buildings. Call Campus Safety at Extension 7-2000 for an escort if you are alone.
- Don't carry extra credit cards or large sums of money.
- 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 Safety 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 Campus Safety at extension 7-2000 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 Safety.

## **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 Safety. (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 frequently stolen.
- 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."

## Crimes Reported By Claremont Colleges Officials or Other Law Enforcement Agencies Public Property Crimes Reported by Claremont Police Department \*

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

Total Crimes Reported For: Offense Type (Includes attempts)	CMC						All Claremont College Campuses			Public Property *					
	2002		2003		2004		2002	2003	2004	2002	2003	2004			
	Res.	Other	Res.	Other	Res.	Other									
Murder	0	0	0	0	0	0	0	0	0	0	N/A	N/A			
Manslaughter	0	0	0	0	0	0	0	0	0	0	N/A	N/A			
Forcible Sex Offenses **	0	0	2	0	2	0	0	8	6	0	N/A	N/A			
Non-Forcible Sex Offenses	0	0	0	0	0	0	1	0	0	0	N/A	N/A			
Robbery	0	0	0	1	0	0	0	3	0	7	N/A	N/A			
Aggravated Assault	0	0	0	0	0	0	0	1	0	2	N/A	N/A			
Burglary	9	1	12	5	11	15	48	83	109	82	N/A	N/A			
Arson	0	0	0	0	0	0	0	0	0	0	N/A	N/A			
Motor Vehicle Theft	0	1	0	1	0	2	11	9	8	17	N/A	N/A			
Hate Crimes (By prejudices) ***															
Race	0	0	1	0	0	0	0	1	0	0	N/A	N/A			
Gender	0	0	0	0	0	0	0	0	0	0	N/A	N/A			
Religion	0	0	0	0	0	0	0	1	0	0	N/A	N/A			
Sex Orientation	0	0	0	0	0	0	0	0	0	0	N/A	N/A			
Ethnicity	0	0	0	0	0	0	1	0	0	0	N/A	N/A			
Disability	0	0	0	0	0	0	0	0	0	0	N/A	N/A			

### Number of Arrests/Referrals For Select Offenses (Not Reported by Claremont Police Department)

Offense Type (Includes attempts)	2002		2003		2004		2002	2003	2004	2002	2003	2004			
	Res.	Other	Res	Other	Res	Other									
Liquor Law Violations															
Arrest	0	0	0	0	0	0	0	0	1	0	N/A	N/A			
Referral	0	0	0	0	0	0	4	3	5	0	N/A	N/A			
Drug Law Violations															
Arrest	0	0	0	1	1	0	0	6	3	0	N/A	N/A			
Referral	0	0	0	0	0	0	1	3	5	0	N/A	N/A			
Weapons Law Violations															
Arrest	0	0	0	0	0	0	0	0	0	0	N/A	N/A			
Referral	0	0	0	0	0	0	0	0	0	0	N/A	N/A			

\*\* Includes sex offenses reported to campus officials.

\*\*\* No hate crimes reported during this reporting year. (Bias Related incidents are reported to Campus Officials)