Members of Sierra College who are witnesses or victims of a crime should immediately report the crime to appropriate law enforcement authorities/campus security.

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

The District shall publish warnings to the campus community about the following crimes:

- Criminal homicide – murder and non-negligent manslaughter;
- Criminal homicide – negligent manslaughter;
- Sex offenses – forcible and non-forcible sex offenses;
- Domestic violence, dating violence and stalking;
- Robbery;
- Aggravated assault;
- Burglary;
- Motor vehicle theft;
- Arson;
• Arrests for liquor law violations, drug law violations, and illegal weapons possession;
• 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;
• 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;
• Those reported to Rocklin Police Department, Grass Valley Police Department, Truckee Police Department, Roseville Police Department; and
• Those that are considered to represent a continuing threat to other students and employees.

In the event that a situation arises, either on or off campus, that, in the judgment of the designated officer, which may be the Chief of Security, constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. The warning will be issued through the college e-mail system to students, faculty, staff and the campus’ student newspaper. The information shall be disseminated by a designated officer in a manner that aids the prevention of similar crimes.

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the Chief of Security may also post a notice on the campus-wide electronic bulletin board on the Sierra College web site at www.sierracollege.edu, providing the community with more immediate notification. The electronic bulletin board is immediately accessible via computer by all faculty, staff and students. Anyone with information warranting a timely warning should report the circumstances to Campus Security, by phone 916-660-7120 or in person at location.

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

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.

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

The District shall publish an Annual Security Report every year by October 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 perspective 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 the Chief of Security at the Campus Security and Parking Office or at www.sierracollege.edu.

To Report a Crime:
Contact Campus Security Office at 916-660-7120 (non-emergencies) and dial 9-1-1 (emergencies only). Any suspicious activity or person seen in the parking lots or loitering around vehicles or inside buildings should be reported to the police department. In addition you may report a crime to the following areas:

Vice President, Student Services: (916) 660-7302

Counseling, Dean, Student Services: (916) 660-7395

Health Services Coordinator: (916) 660-7491

Vice President, Human Resources: (916) 660-7100

Disciplinary Officer/Interim Dean, Student Services: (916) 660-7304
Winstead Center L-110

Student Grievance Officer: (916) 660-7380
Faculty Coordinator, Campus Life Programs
Campus Center, J-7

EEO Compliance Officer: (916) 660-7006
Director, Human Resources
U Building, U-10

ADA/504 Compliance Officer: (916) 660-7006
Director, Human Resources
U Building, U-10

College Equity Officer: (916) 660-7006
Director, Human Resources
U Building, U-10

Sexual Harassment Officer: (916) 660-7102
Director, Human Resources
U Building, U-10

Title IX Officer: (916) 660-7006
Director, Human Resources
U Building, U-10

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.

The District may 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 school policy with respect to a crime of violence or non-
forcible sex offense. The offenses that apply to this permissible disclosure are:

- Arson;
- Assault offenses;
- Burglary;
- Criminal homicide – manslaughter by negligence;
- Criminal homicide – murder and non-negligent manslaughter;
- Destruction, damage, or vandalism of property;
- Kidnapping or abduction;
- Robbery;
- Forcible sex offenses.

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 or her right to confidentiality.

**Required Reports to Local Law Enforcement Agency**

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

See Board Policy 3515.