

# Annual Security Report

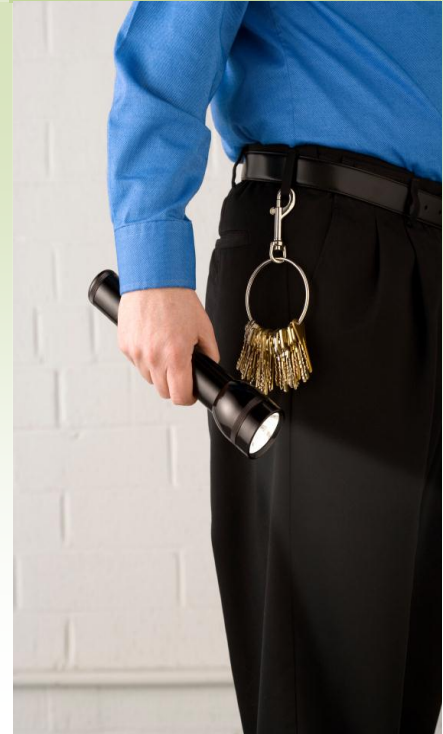
## A message from Campus Safety

We would like to welcome all new and returning faculty, staff, and students to SCUHS. As members of our campus community, each of us shares the responsibility to promote and maintain a safe and secure environment. Ensuring the viability of such an environment is the chief concern of the Campus Safety Department.

We are here to serve you from 6 am – 10 pm, 365 days a year with professional officers who are ready to assist with everyday tasks and questions, as well as being properly trained in emergency response.

Should you have any questions or concerns, please contact us at (562) 902-3333 ext. 1, or come by our **new** office located at the east-side of Building F.

Sincerely,  
The Campus Safety Department



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### Contacting Campus Safety

**Address:**  
**Department of Campus Safety**  
**16200 Amber Valley Drive**  
**Whittier, CA 90604**

**Telephone:**  
**(562) 902-3333**  
**(during business hours)**  
**(714) 757-2859**  
**(after hours)**

**Business Hours: 6:00 am –**  
**10:00 pm**  
**Monday - Sunday**

## About Campus Safety

Contracted guards and other security services constitute the Campus Safety Department at SCUHS. Campus Safety may be reached during regular University business hours by dialing 333 from any campus phone or by lifting the receiver on marked “security” phones located at various points on the property. Campus safety officers carry mobile radio/telephones so

they can respond immediately to calls from any field location. The department provides a variety of services, including campus patrols, escort assistance, camera monitoring, and parking enforcement. In compliance with the federal “Student Right to Know and Security Act”, it also provides information on campus security policies and crime statistics to current and prospective students and others.

## Campus Safety Services

### List of Services

- Safety Escorts
- After-Hours Operator
- Loss Prevention
- Lost and Found
- Alarm Systems
- Security/Safety Survey
- Security Cameras
- Investigations
- Parking Enforcement

SCUHS students and employees are encouraged to take advantage of special programs and services offered to promote safety and security on campus. Many of the services offered by the Department are mentioned below:

#### Safety Escorts

The Department operates a safety escort service during business hours, 365 days a year. A safety escort can be obtained by dialing 333 from any campus phone, picking up the receiver of any “Emergency Phone” located throughout campus, or by simply dialing 562-902-3333. Escorts will be provided only within SCUHS’s property.

#### After-Hours Operator

Campus Safety works closely with the Administrative Services’ Generalists who handle dispatch and communications capabilities during normal business hours. After hours, Campus Safety officers serve as the primary campus operators and can be reached by dialing 333 from any campus phone, picking up the receiver of any “Emergency Phone” located throughout campus, or by simply dialing 562-902-3333.

#### Lost & Found

The Campus Safety Department is the official clearing house for all property lost or found on university grounds. Found property is retained by the Department for 90 days. If you would like to view the collection, please visit our office in Building F.



### List of Relevant Websites

Campus Safety Stats and Data Analysis

<http://ope.ed.gov/security>

Clery Act

<http://www.securityoncampus.org>

Los Angeles Sherriff

[www.lasheriff.org/stations/for3/norwalk/index.html](http://www.lasheriff.org/stations/for3/norwalk/index.html)

Megan's Law

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

CERT: Community Emergency Response

<http://www.citizenscorps.gov/cert/>

Earthquake Preparedness

<http://www.shakeout.org>

### Alarm Systems

Campus buildings have fire alarms that are monitored and maintained by Campus Safety. In addition, SCU buildings contain burglar/entry alarm which are also monitored and maintained by the Department 24 hours a day, 365 days year.

### Security/Safety Survey

Upon request, the Campus Safety Department will conduct a security and/or safety survey of a building located on SCUHS property.

### Security Cameras

The Campus Safety Department, in conjunction with the Information Technology Department, monitors and maintains SCUHS's Security Camera System.

### Investigations

The Campus Safety Department conducts administrative investigations involving university rules and regulations. These investigations may involve students, staff, and visitors on SCUHS property. Appropriate referrals necessitating further review and action may be made to the Department of Student Affairs, Human Resources, or the Los Angeles Sherriff's Department as necessary.

### Parking Enforcement

The Campus Safety Department may investigate collisions occurring on campus. Officers conduct parking enforcement on campus property and issue citations. Officers may also issue citations to staff and students for driving violations on campus.

## Campus Security Act Defined

The Student Right-to-Know and Campus Safety Act requires colleges and universities receiving federal funds to notify community members as to who is considered a "campus security authority." The U.S. Department of Education defines a campus security authority as:

1. A campus law enforcement unit
2. An individual or organization specified in an institution's statement of campus security policy as the individual or organization that has significant responsibility for student and campus activities, but does not have significant counseling responsibilities.

For the purposes of meeting the requirements set forth in the Act, the campus security authority at SCUHS includes the personnel working in the Department of Auxiliary Services, including Campus Safety. All Campus Safety authorities are required to report criminal occurrences to the Vice-President of Administration and Finance as well as the Los Angeles Sherriff's Department. It shall be the responsibility of the Campus Safety Department to investigate reports of criminal activity on campus.





## Crime Prevention and Reporting Crimes

The University intends to provide a safe environment consistent with those required in an academic institution. Consequently, the Campus Safety Department communicates openly with the Los Angeles Sheriff Department concerning any crimes witnessed or reported to them. Even given that the University takes such efforts to provide for a secure and safe environment, it must be recognized that ultimately each individual is also responsible for his or her own safety and security. Within these guidelines, the following protocols are recommended:

- Report all crimes immediately to Security at extension 333. Prompt reporting may assist in the apprehension and prevention of future crimes. Preserve all evidence.
- Report all suspicious persons, circumstances, or situations to Security officers.

## Weapons

For the safety of everyone, all types of weapons are prohibited on campus. This includes, but is not restricted to, firearms, ammunition, explosives, air guns, BB guns, cross bows, bow and arrows, spring-type guns, knives, slingshots, firecrackers, fireworks and cherry bombs. Violators of the SCUHS policy on weapons will be subject to various sanctions including termination or dismissal from the University.

## Alcohol and Drug Policy

The University policies and California State Law regarding alcohol and drugs are covered in the Student Code of Ethics/Honor Code and the University Policy and Regulation Manual. Campus Safety will assist any law enforcement agency conducting a narcotic or alcohol investigation on campus. Violators of the SCUHS policy on alcohol and drugs will be subject to various sanctions including termination or dismissal from the University.



### Safety Recommendations

- Participate in crime prevention programs
- Report suspicious personnel or activity immediately to the Campus Safety Department at x333 or 562-902-3333.
- Pay attention to security related communications (i.e. emails or posters).
- Exercise good judgment when walking or jogging at night.
- Request an escort service when traveling alone at campus at night.
- Call "911" for any emergency before contacting Campus Safety at x333 or 562-902-3333.

## Sex Offenses

Anyone who individually or in concert with others participates in any of the following misconduct is subject to University discipline:

**RAPE** - Rape is defined as two persons engaged in an act of sexual intercourse that is against the will of one of the persons. Sexual intercourse, when an individual is incapable of giving consent, is also rape.

**SEXUAL ASSAULT** - Sexual assault is defined as sexual conduct which is perpetrated against an individual against his or her will.

Any person who believes that he or she has been victimized by such acts is encouraged to report such an incident to University officials, law enforcement officials, or both. He or she will be supported by this University in a confidential manner.

**Reporting** - Any incident of sexual assault can be reported to the Assistant Dean of Student Affairs, the Chief Academic Officer and Campus Safety.

**Judicial Procedure** - All cases in which the complainant chooses to proceed with charges will be directed to the Assistant Dean of Student Affairs or Chief Academic Officer. A formal University hearing procedure will be followed under which the complainant and the accused will have a right to a fair hearing.

**Sanctions** - Violators of the SCU policy on sexual assault will be subject to sanctions including termination or dismissal from the University. Both the accused and the accuser will be informed of any University disciplinary procedure.

Assistance will be provided in changing academic situations in order to reduce the trauma of the incident if requested by the victim and if those changes are reasonable and available.

## Campus Sex Crimes Prevention Act

The Campus Sex Crime Prevention Act is a federal law that provides for the tracking of convicted sex offenders enrolled at or employed by institutions of higher education. The University does not operate a POST accredited police department and does not maintain a sex offender registry. This information is available at the Los Angeles County Sheriff's Department, Norwalk Station, 12335 Civic Center Drive Norwalk, CA 90650 (562) 863-8711. Education programs to promote the awareness of rape, acquaintance rape, and other sex offenses will be provided by the Student Affairs Department. Either Campus Safety or the University Safety Committee will make available timely reports on the incidents reported to its department or any University official.

## Emergency Procedures and Prevention

SCU will notify the campus community immediately of any threat or dangerous situation by utilizing the *Everbridge Emergency Notification System*. This system will alert members of the campus community of the situation via predetermined methods of contact such as SMS text message, phone calls, emails, etc. For a more detailed explanation of the *Everbridge* system, please see Appendix A below.

In the event of an emergency SCU will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

Each building on campus has a specified building coordinator and back up coordinator. These individuals work in conjunction with the Director of Auxiliary Services, Joe Eggleston, and the Post Commander, Lt. Angel Mayo, to determine whether or not a notification is issued. Both Lt. Mayo and Mr. Eggleston report to the Vice-President Administration and Finance.

SCU currently has no procedure in place to disseminate emergency information to the larger community.

SCU will test the emergency response and evacuation procedures at least twice each academic year. The date of these tests and the subsequent administration will be handled by Campus Safety and communicated to the campus at large.



# Campus Crime Statistics

Data also available <http://ope.ed.gov/security> OPE ID: 00122900  
(data available online after 10/12/2012)

## Criminal Offenses

SCUHS Campus	2009	2010	2011
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex Offenses - Forcible	0	0	0
Sex Offenses – Non-Forcible	0	0	0
Robbery	4	0	0
Aggravated Assault	0	0	0
Burglary	4	4	2
Motor Vehicle Theft	0	0	0
Weapons Possession Arrests	0	0	0
Arson	0	0	0
Local Statistics	2009	2010	2011
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex Offenses - Forcible	0	0	0
Sex Offenses – Non-Forcible	0	0	0
Robbery	1	0	0
Aggravated Assault	0	0	0
Burglary	4	4	0
Motor Vehicle Theft	0	0	0
Weapons Possession Arrests	0	0	0
Arson	0	0	0

## Hate Crimes

SCUHS Campus	2009	2010	2011
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex Offenses - Forcible	0	0	0
Sex Offenses – Non-Forcible	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Weapons Possession Arrests	0	0	0
Arson	0	0	0
Simple Assault	0	0	0
Larceny-theft	0	0	0
Intimidation	0	0	0
Destruction/damage/vandalism of property	0	0	0
Local Statistics	2009	2010	2011
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex Offenses - Forcible	0	0	0
Sex Offenses – Non-Forcible	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Weapons Possession Arrests	0	0	0
Arson	0	0	0
Simple Assault	0	0	0
Larceny-theft	0	0	0
Intimidation	0	0	0
Destruction/damage/vandalism of property	0	0	0

## Glossary

- **Hate Crimes:** Any crime of bodily injury, larceny theft, simple assault, intimidation, or destruction/ damage/ vandalism of property reported to local police agencies or to a campus security authority, that the victim was intentionally selected because of the victim’s actual or perceived race, gender, religion, sexual orientation, ethnicity or disability.
- **Public Property:** Statistical data reported for an area within the same contiguous geographic area of the University, adjacent to the facility owned or controlled by the University and facilities used by the University related to educational purposes
- **Local:** Report of area statistical data of arrests that occurred at the local jurisdiction (police) level of the University. Statistics reported are for an approximate 2 square mile area where the University is located.

## Appendix A

### What is Everbridge and how does it work?

The Everbridge Emergency Notification System is a “cloud based” software which assists organizations in communicating messages to a large number of constituents in an efficient and rapid manner. These messages are sent out via multiple mediums to each member of the campus community including SMS text and email in order to inform them of the situation. Additionally, the notification will provide instructions to the receiving individual on how to respond to the notification. This response will update “real time” in the Everbridge system, allowing SCU administrators and Campus Safety personnel to identify which members of the campus community have received the notification and which members may have not. Using this data, Campus Safety can determine which members of the campus community, if any, need additional assistance during any given emergency situation.

The emergency contact information provided to the Everbridge system is initially migrated from employee and student records which creates a unique account for each campus member. Additionally, each member’s account is distinctive and completely customizable. For instance, the system – by default – will list the emergency contact number you provided to SCU, however you may add additional forms of communication such as additional phone numbers, email addresses, etc. and these additional forms of communication can be “ranked” so that one form of communication will take preference over another (see the image below for a sample of what the member’s account page will look like).

**BE SURE TO SELECT YOUR “EMERGENCY PRIORITY” WITH “1” REPRESENTING THE CONTACT METHOD YOU WOULD LIKE USED FIRST.**

country	emergency priority	standard priority	contact	phone number or address
United States	1	1	Cell Phone	555-555-5555 Provider: Select
United States	2	2	Cell Phone Text Msg.	555-555-5555
	3	3	Email Address	joseph.eggleston@scuhs.edu
	N/A	N/A	Email Address 2	
	N/A	N/A	Office Phone	Ext: <a href="#">Advanced Option</a>
	N/A	N/A	Business Cell Phone	Provider: Select
	N/A	N/A	Business Cell TXT	

**DO NOT USE “N/A”. IF “N/A” IS USED THE SYSTEM WILL NOT CONTACT YOU VIA THE DEFINED METHOD**

SAVE

The Everbridge system will only be used in the event of an emergency or an emergency drill and no user’s account information will ever be shared with a third party.

More information regarding the use of the system and instructions for augmenting your member profile, including an instructional video can be found on the “Auxiliary Services” page at MySCU ([https://my.scuhs.edu/ICS/Departments/Auxiliary\\_Services/Everbridge.jnz](https://my.scuhs.edu/ICS/Departments/Auxiliary_Services/Everbridge.jnz))