



CUESTA
COLLEGE

San Luis Obispo County Community College District

2024 Annual Security Report



Annual Security Report – 2024

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Cuesta College Police Department

Annual Security Report 2024

(In compliance with the Department of Education and Jeanne Clery Act)



Introduction



The Jeanne Clery Act Disclosure of Campus Security Policy and Campus Statistics Act, codified at 20 USC 1092(f) as a part of the Higher Education Act of 1965, is a federal law that requires colleges and universities to disclose certain timely and annual information about campus crime and security policies. All public and private post-secondary educational institutions participating in federal student aid programs are required to comply with it. The law, originally enacted by Congress in 1990 as the Campus Security Act, was initiated by Howard and Connie Clery after their daughter Jeanne was tragically murdered at Lehigh University in 1986.

The Clery Act requires colleges and universities to publish an annual security report by October 1st that contains three years of crime statistics and policy statements including: sexual assault policies, victim's rights, the law enforcement authority of campus police, and procedures for reporting crimes. The annual security report for Cuesta College includes statistics concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned or controlled by Cuesta College, and on public property within, or immediately adjacent to and accessible from the campus.

In accordance with mandated reporting requirements, information concerning the monitoring and recording of any criminal activity in which students have engaged, at off-campus locations and/or within student organizations that are officially recognized by Cuesta College, are gathered from local police agencies. These agencies include any City, County, State, or Federal agencies that may have relevant information, and the statistics are published in this disclosure.

The Cuesta College Police Department is responsible for providing the gathered statistics and safety information to all students, staff, faculty, visitors and prospective students and employees of the District. Policies centering on alcohol and drug use, crime prevention reporting, sexual assaults and other matters are gathered and available from various sources at Cuesta College, the community and publicly available, online resources.



CHIEF'S MESSAGE



It Is truly an honor to present the Annual Security Report 2024 from Cuesta College. Our campus has been monumental in following our agency motto "EDUCATION, SAFETY and SERVICE". We have hosted countless trainings for our employees and staff to prepare our campus for any critical incident or natural disaster. Our patrol division incorporated several reforms which helped us to better serve all employees and students within the district.

Safety is a shared responsibility. Cuesta College Police Department is supported by an active and engaged campus community and dedicated campus partners. We are all stakeholders in keeping our campus safe. Our safety committee has been engaged in the needs and safety of our employee unions and students. The collaborative approach of our agency throughout the campus and with our allied agencies are helping Cuesta College be a pioneer in campus policing. All Clery documentation and police reports are available at the Cuesta College Police Department Building 7500 on the San Luis Obispo campus and at the North County/Paso Robles campus at N1021.

Yours in Service,
Rich Randolph
Police Chief
Director of Public Safety

Policy for Reporting the Annual Disclosure of Crime Statistics

The Cuesta College Chief of Police is responsible for compiling and publishing the Annual Security Report to comply with the Clery Act.

The report is a collaborative effort that includes the cooperation of several departments within the College, and all employees designated as Campus Security Authorities (CSA) under the Clery Act. Each CSA is asked to provide information on their educational efforts and programs to comply with components of the Clery Act aimed at crime prevention and awareness.

Crime statistics are requested from law endorsement agencies with concurrent law enforcement jurisdiction or jurisdictions surrounding Cuesta College and off-site properties or facilities owned or controlled by Cuesta College. These law enforcement agencies provide crime statistics they have collected for crimes occurring on campus properties or public property immediately adjacent to Cuesta College campuses and/or facilities.

Cuesta College does not have any on or off campus fraternity or sorority houses, and Cuesta College does not officially recognize student organizations in any off-campus facilities.

Availability of Annual Security Report

Campus-wide emails are sent to all current faculty, staff, and students on or before October 1st, and at the beginning of the spring and summer semesters each school year, regarding the availability of the annual security report on the campus police website, and a statement on how to obtain a printed copy, if desired.

The electronic version of the Annual Security Report (ASR) is located on the [Public Safety Clery Act](https://www.cuesta.edu/about/depts/publicsafety/clery_act.html) webpage. (https://www.cuesta.edu/about/depts/publicsafety/clery_act.html) Prospective staff receive notification about the ASR through the [Human Resources](https://www.cuesta.edu/about/depts/humanresources/index.html) webpage. (<https://www.cuesta.edu/about/depts/humanresources/index.html>) and, as part of the new hire information packet provided on Neogov, which is our online human resources information source for applicants and new employees. Prospective students receive a notice about the ASR through the registration process on the "My Cuesta" system, which provides the location of the ASR and general information about the Clery and Save Acts.

A printed copy of the ASR is also available for review at each Campus Police Office.

**San Luis Obispo
Campus
Building 7500,
Office 7514**

Business Office

Hours:

Monday - Friday

8:00am - 5:00pm

Closed Weekends and
Holidays.



**Paso Robles/
North County
Campus
Office N1021**

Business Office

Hours:

Monday - Thursday

8:00am - 5:00pm

Friday 8am-3pm

Closed Weekends
and Holidays.

Definitions of Geography

On-Campus – Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to the area identified above, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

Public Property - All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

Non-campus Building or Property – Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Crime statistics from Clery geographic locations defined as "non-campus buildings and property" (known as "non-campus" locations) encompass two distinct types of geography associated with Cuesta College: (1) buildings and property located off campus but owned or controlled by Cuesta College. Non-campus buildings and property are located at numerous locations throughout San Luis Obispo County, and other various geographic locations away from Cuesta College. Non-campus locations are neither contiguous to nor located within a reasonable geographic area surrounding Cuesta College property and these locations fall within the jurisdiction, protection, and reporting responsibility of different law enforcement agencies depending upon where the buildings and property may be located.

Law Enforcement Authority, Jurisdiction, and Agreements

Authority:

The Cuesta College Police Department is a full-service, certified police agency within the State of California staffed by sworn police officers and non-sworn professional staff. Officers of CCPD are California Peace Officers per Penal Code Section 830.32. and possess the same authority and powers, including the authority to arrest, as do police officers and deputy sheriffs in other areas of the State. Each Cuesta College Police Officer receives ongoing training in compliance with state of California P.O.S.T. mandates that include firearms, defensive tactics, first aid/CPR, legal updates, and other specialty training as needed.

Jurisdiction:

Officers are responsible for reporting and investigating all crimes, issuing traffic and parking citations, responding to medical and fire emergencies, handling traffic accidents, and handling other incidents requiring law enforcement assistance on all Cuesta College controlled property. This includes the main campus located in San Luis Obispo, the North County Campus located in Paso Robles, and 75 acres of property located adjacent to the San Luis Obispo campus on the opposite side of Hwy 1. All crimes or activity reported regarding our south county center in Arroyo Grande will be handled by to the Arroyo Grande Police Department.

Agreements:

CCPD maintains an excellent working relationship with neighboring law enforcement agencies and has several standing agreements. They include the following:



San Luis Obispo County Sheriff's Office: Major crimes occurring on campus property may exhaust the resources of CCPD. By agreement, the San Luis Obispo Sheriff's Department shall be asked to provide appropriate law enforcement or investigative assistance in those cases. CCPD can access state law enforcement databases through this agreement.

The Sheriff's department also has jurisdictional authority on the San Luis Obispo Campus for calls involving Rape, Homicide, and reports of missing children and adults. In addition, the Sheriff's department assumes responsibility for the SLO campus and response during times where Cuesta College does not have a sworn officer available. This includes all evenings after the last class is over, on certain weekend days, and during district holidays when CCPD is closed.



Paso Robles Police Department: By agreement, the Paso Robles Police Department has jurisdictional authority over calls on the North County Campus (NCC) located in Paso Robles that include reports of Rape, Homicide, and reports of missing children and adults. In addition, the Paso Robles Police Department assumes responsibility for the NCC campus and response during

times where Cuesta College does not have a sworn officer available. This includes all evenings after the last class is over, on Saturdays and Sundays, and during district holidays when CCPD is closed.



Arroyo Grande Police Department: By agreement, the Arroyo Grande Police Department has jurisdictional authority over all law enforcement activities on the Arroyo Grande High School campus, where the Cuesta College south county center is located. The Arroyo Grande Police Department will notify the Cuesta College Police Department of any such crime involving the Cuesta College south county center.



California Highway Patrol: By agreement, the California Highway Patrol aids Cuesta College in cases of major and/or fatal traffic collisions, where such investigations are beyond the scope of resources for CCPD. The CHP also responds to and takes over investigations from Cuesta College related to driving under the influence or alcohol and/or drugs

Campus Safety Plan

What has Cuesta College Accomplished in the past 18 months.



PARKING LOT AND TRAFFIC SAFETY ENHANCEMENTS - Using funds from the campus parking permits, Cuesta College Police have worked diligently with Cuesta College facilities to upgrade all high-visibility traffic signs and new painted curbs for both fire lanes and handicap parking.



COMMUNICATIONS - Cuesta College now has joint radio communications throughout the county so that both campuses, EOC and safety information can be relayed in real time. This monumental endeavor was made possible by County of San Luis Obispo in partnership with the police department.



AED CHECKS - Cuesta College Police test all campus AED's on a monthly basis. Any deficiencies are corrected or the device is replaced.



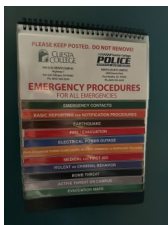
MAPPING SYSTEMS - Connecting Cuesta to the Public Safety world, all maps for our campuses have been updated with new buildings, blue light phones and AEDs. These maps are available through dispatch centers, patrol cars, fire engines and ambulances.



ONGOING CERTIFICATED TRAINING - Every two months, Cuesta PD hosts training by inviting our partner agencies to offer classes related to public safety, criminal trends and to help empower employees if they see something, to say something. Classes this past year were: Identifying Human Trafficking on Campuses, Stop the Bleed Training, The Dangers of Fentanyl, and Campus Safety 101.



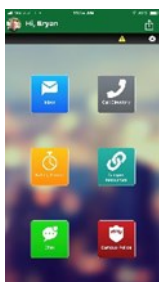
ROUTINE TESTING FOR CUESTA - This past year, ongoing testing of all emergency alert systems for students, faculty and the surrounding community were scheduled. All emergency blue light phones are tested each day to insure functionality should an incident occur in our parking lots at night.



EMERGENCY FLIP BOOKS - Cuesta College expanded a user friendly Emergency Procedures Flip Book that replaced the outdated "red binders". The new flip charts are easy to read, bright, with color tabs. The eleven (11) Emergency Procedures are consistent with county and state protocols. They have a specialized tab for Diablo Canyon Nuclear Power Plant should an incident arise.



CAMPUS SECURITY SYSTEM - To ensure campus safety for staff and students during and after school hours, our campus now has cameras in specific parking lots to deter criminal activity and protect persons and property. These cameras are also available to our neighboring agency for monitoring during after hours.



STREAMLINED COMMUNICATIONS - Cuesta College now has a communications team that set up protocols for notifications. These protocols include procedures as to when students and faculty are to be notified of school closures and critical incidents.



UPDATED PUBLIC ADDRESS SYSTEM - An updated public address system with the ability to cover the entire San Luis Obispo campus went online, critical for students, employees and visitors traversing on campus.

CRITICAL INCIDENT TRAINING AND EMERGENCY ACTION PLAN - San Luis Obispo Sheriff's, along with Cuesta College Police and first responders have completed joint trainings and all Emergency Actions Plans have been updated to include safety notifications and procedures.

- Narcan Training and Deployment with the Cuesta College Police Dept.
- Updated Public Address System for San Luis Obispo campus
- Regular AED checks on both campuses.
- Monthly fire extinguisher checks.
- Routine testing of all Blue Light phones and emergency equipment.
- Traffic Safety Program including education and enforcement for our student, staff and visiting motorists.

Where is Cuesta College moving towards in the next year?

- Emergency Operations Training for Management and Executives so we can be a viable part of the EOC system.
- Final expansion on our camera security system to include all parking lots.
- Traffic surveys to help us educate our campus community on safe driving.
- Expanding the information on our alert systems that keep our community safe.
- Upgrading our AEDs and radio systems that serve our campus community.

Access and Security of Campus Facilities

Cuesta College is a public institution and, as such, non-academic and administrative buildings are open to the public during normal business hours. Most buildings have individual hours, which are based on the operational and academic schedules of each building. Building business hours may vary at different times of the year (e.g. weekends, holidays, non-academic periods).

Although buildings may be open to the public, access within the building may be restricted to members of the general public, based on the use of the space. Access to classrooms, administrative and academic offices, laboratories, event spaces, and other indoor spaces is restricted to persons with a valid academic or business purpose.



Cuesta College Police Department maintains overall responsibility for the security and access to all Cuesta College owned facilities and properties. Police Officers and Public Safety Officers conduct routine patrols of the campus properties to ensure the safety and security of the college, as well as identify any repairs or maintenance to the security infrastructure that is needed. CCPD unlocks a limited number of campus buildings in the morning prior to business hours and checks to make sure that buildings are locked in the evening hours prior to campus closure.

Keys are issued to authorized personnel on a need-to-enter basis and should never be loaned to other staff members or students. Alarm codes should never be given out. Duplication or unauthorized possession of college keys is a violation of California Penal Code Section 469, and is punishable as a misdemeanor. Lost keys must be reported immediately to CCPD.

It is the responsibility of those who use classrooms, offices, and computer labs to close windows, turn off lights, turn on alarms, and secure access doors. The primary responsibility for security is the user.

A building security alarm system is active at critical locations throughout campus during evening hours when the campus is closed. The Facilities department maintains the contract and assures maintenance of those alarms. The Chief of Police and designated members of CCPD are on a call out list and will respond to building alarms during all hours of the evening if needed.

Cuesta College does not have any on or off campus student housing. During hours when the campus is closed, the San Luis Obispo County Sheriff will provide security and emergency response to the SLO campus, while the Paso Robles Police Department will provide the same to the North County Campus.

Maintenance of Campus Facilities

Cuesta College Facilities Services maintain the District's facilities and grounds. Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. Additionally, Facilities Management and police personnel regularly patrol campus to identify and report malfunctioning lights, security deficiencies, and other unsafe physical conditions to Facilities Management for correction.

All students and employees are encouraged to take an active role in facility safety by reporting any hazards or unsafe conditions to Facilities Management, Human Resources Risk Management, or Cuesta College Police Department. Non-urgent maintenance concerns can be reported by filing a Facilities work order. Urgent safety issues should be reported to Facilities Management by calling (805)546- 3283 or reported to CCPD at (805)546-3205 or ccpd@cuesta.edu.

How to Access Daily Police Logs

The Cuesta College Police Department maintains a Daily Police Log (DPL) that is available for public view. This log contains a record of all crimes reported to the Cuesta College Police Department. The DPL provides the nature of the initial complaint, the date and time reported, the general location of the incident, and the disposition of the incident. The crimes on the DPL are listed in chronological order with the most recent occurrences located at the bottom of the list. A hardcopy of this log is available by request at the Cuesta College Public Safety Offices, SLO campus Building 7500, Office 7513 or at the North County Campus Building N1000/N1100, Office N1021, from 8:30 AM to 4:00 PM, Monday through Friday.

The disposition of the case provides information about the current status of a case or investigation. According to Federal Law, an institution may withhold any of the required fields of entry, i.e. the nature, date, time, location and/or disposition if an of the following conditions apply:

1. The disclosure is prohibited by law.
2. If disclosure would jeopardize the confidentiality of the victim.
3. If disclosure would jeopardize an ongoing criminal investigation of the safety of an individual.
4. If disclosure would cause a suspect to flee or evade detection.
5. If disclosure would result in the destruction of evidence.

The Daily Police Log can be found at the link below:

<https://www.cuesta.edu/about/depts/publicsafety/DailyLog.html>

Reporting Crimes and Emergencies

Suspected criminal or suspicious activity and other emergencies that occur on campus should be immediately reported to the Cuesta College Police Department. This ensures that CCPD can take prompt action to provide or restore a safe learning environment for the college community. CCPD responds to all on-campus reports of fire, police, and medical emergencies, as well as any emergency or other suspicious incident close to our campus property.

Emergencies and/or crimes can be reported in the following ways:

- **3911** from any on-campus telephone (San Luis Obispo campus)
- **3911** from any on-campus telephone (North County Campus)
- Pushing the red button on (blue light) emergency phones at both campuses
- Calling the police department directly at **805-546-3205** (San Luis Obispo campus) or **805-591-6205** (North County campus).
- Off-campus or unsure of location, **dial 911**
- Through our Campus Safety App, Rave Guardian

The Cuesta College Police Department has primary law enforcement jurisdiction for all criminal incidents (with the exceptions of Murder, Manslaughter, and Rape) that occur on our campuses. This includes incident investigation, follow-up and resolution. Police officers will be dispatched to all crimes in progress and other emergencies along with the appropriate fire and medical personnel.

If you are off campus or unsure of the jurisdiction you are in, contact CCPD at: **805-546-3205** or dial **911** for an emergency. Our Police Dispatcher will route your call to the appropriate law enforcement agency.

Arroyo Grande Police Department	805-473-5100
Atascadero Police Department	805-461-5051
Cal Poly SLO Police Department	805-781-7317
Grover Beach Police Department	805-473-4511
Morro Bay Police Department	805-772-6225
Paso Robles Police Department	805-237-6464
Pismo Beach Police Department	805-773-2208
San Luis Obispo Police Department	805-781-7317
San Luis Obispo County Sheriff's Department	805-781-4550

Emergency "Blue Light" Telephones

There are seven (7) emergency "blue light" call towers located on the San Luis Obispo campus and three (3) on the North County Campus. These telephones allow anyone to contact a Police Dispatcher when classes are in session by pushing a large red button on the face of the tower. Calls go directly to Cuesta College Police Dispatch. These telephones do not provide access to general telephone services.

SLO Campus

- Telephone 1 - In Parking Lot 2A next to the Performing Arts Center
- Telephone 2 - In Parking Lot 3 adjacent to Building 6100
- Telephone 3 - In front of the Library, Building 3100/3200
- Telephone 4 - Lot 2, adjacent to the cafeteria
- Telephone 5 - Between Buildings 2000 and 4400
- Telephone 6 - Adjacent to the Gym, Building 1400, on Chorro Valley Rd.
- Telephone 7 - At 75 Acres, adjacent to the work structures

NCC Campus

- Telephone 1 - At the Bus Stop adjacent to the Campus Center
- Telephone 2 - In Lot N2, facing the Fox building
- Telephone 3 - Adjacent to the Children's Center

Emergency Information about various types of incidents and other important contact numbers are located on the Cuesta College website at the following address: <https://www.cuesta.edu/emergency/index.html>

Non-Emergencies On-Campus:

The non-emergency, business telephone number to reach the Cuesta College Police Department is **805-546-3205** for the San Luis Obispo campus and **805-591-6205** for the North County campus. Please understand that the dispatcher must answer all calls and that you may be placed on hold if you do not have an emergency.

**Note: When dialing 911 from a cellular phone, you will be connected to the California Highway Patrol Dispatch Center or the closest police department to your location. Be prepared to provide dispatcher with the city, county, and specific location where the emergency response is needed.*

Student Conduct Incident and Student Support Referral Reports

Cuesta College provides a format for written documentation of observed criminal acts, suspicious activity, or concerns about the well-being of a Cuesta College Student.

The Student Conduct Incident Report form/Student Support Referral form is available at the Office of the Vice President for Student Success and Support Programs, in room 3160A on the SLO campus, and at the following website address: <https://www.cuesta.edu/about/leadership/vpss/Student-Support-Resolution-and-Resources/studentCodeOfConduct.html>

**Note: An electronic fillable version of the Student Conduct Incident Report form/Student Support Referral form is also available for staff to use by logging into their myCuesta account. This form can be completed online and submitted electronically.*

This report allows anyone to document and report observations directly to the Student Incident Response Team (SIRT). We encourage those who report these incidents to provide their name and information on the report in order to assist SIRT in developing an ongoing dialogue and resolution with those affected by these incidents.

The SIRT philosophy is to help each student achieve success and meet their personal goals, while protecting and preserving a healthy and safe learning environment for all students. SIRT meets during the academic periods to discuss appropriate resources, response, and follow up to written reports. This can include a wide variety of college or community-based services (such as counseling), appropriate disciplinary measures resulting from violations of the student code of conduct, or legal action due to reported crimes.

Confidential Crime Reporting

The Cuesta College Police Department recognizes that reporting a crime may represent a personal risk of exposure to the perpetrator of the crime. Our department will do its utmost to ensure that the information of those who report crimes are not disclosed without a legal reason for doing so. If you feel uncomfortable coming forward due to that risk, there are methods for confidentially reporting crimes that are available:



Crimestoppers: Persons who wish to make a confidential/anonymous report of any crime may do so by contacting the San Luis Obispo County "Crimestoppers":

Phone: 805-549-STOP (7867)

Website: <http://sanluisobispocounty.crimestoppersweb.com/>

Download the free mobile app at P3TIPS.COM

Mental Health Counselors: Confidential reports may also be made to mental health counselors at the Cuesta College Student Health Center. Certain crimes however, based on their severity, may require that the counselor disclose the information to legal authorities. A counselor should inform you of these exceptions prior to your report of such a crime. An example of this is the crime of murder.



Crimes of sexual assault, dating violence, and stalking may also be reported to the Cuesta College Title IX coordinator, who is currently the Vice President in charge of Human Resources. A link to that page is below

<https://www.cuesta.edu/about/depts/humanresources/Title-IX/>

Campus Safety App



RAVEGuardian



Cuesta College partners with Rave Mobile Safety to provide the Campus Safety App, "Rave Guardian" to all students and staff. This app is free to download for all apple and android devices through the device appropriate app store. Simply type in "Rave Guardian" and follow the on-screen instructions to download and install. Rave Guardian is a comprehensive Campus Safety "tool-box" for communications and campus resources including:



Inbox – This feature provides a method to send targeted "push- notification" alerts to Guardian users, even when the user does not have a cellular signal.



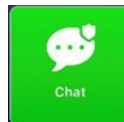
Call Directory – This contains telephone numbers for commonly used resources at Cuesta like the Health Services, Financial Aid, and Academic Counseling, as well as the suicide prevention hotline, among others.



Safety Timers – Friends and family can serve as a "virtual escort" using this feature. App users set a timer, tell their Guardian where they are going, and decide when their Guardians can call and check on them.



Campus Resources – This provides a helpful list of campus resource links, such as campus maps, academic and student life calendars, as well as our current emergency information and annual security report.



Chat – This feature allows the user to text message the on-duty Cuesta Police Dispatcher. The user can also attach pictures, when reporting graffiti, or text anonymously, allowing confidential crime reporting.



Campus Police – This allows the user to call campus police without need of the telephone number. The user can also choose to share their GPS location, allowing an expedient police and medical response.

Timely Warning Alerts

A well-informed community is an integral component in maintaining the safest campuses and facilities possible. At Cuesta College, the Police Chief and/or designee confers with the Superintendent/President or designee, legal counsel, and involved law enforcement agencies after a violent crime or crime listed in the Clery Act is reported to the Cuesta College Police Department. The decision to issue a timely warning shall be made on a case-by-case basis after consideration of the available facts, including elements such as the nature of the crime, the continuing danger or risk to the campus community, and the possible risk of compromising law enforcement efforts. Victim(s) information will be held confidential.

Once a determination is reached that a continuing threat exists, the Chief of Police and/or designee will arrange to disseminate a "Timely Warning" crime alert as soon as possible by one or more of the following means:

- Cuesta College My Alert notification system (Rave Guardian)
- Cuesta College Foundation (news media, social media)
- CCPD Facebook and Instagram pages
- Police vehicle public address system
- Cuesta College wide email system

The physical posting of Timely Warnings to ensure all members of the Cuesta College community and the surrounding community are likely to have access to the information.

Warning bulletins will include information about the incident, crime prevention recommendations, and any other special instructions. These timely warnings will typically be posted within 24 hours, or once all the relative information has been received.

CUESTA COLLEGE CELS SYSTEM

A secondary communication system, used in compliment to the RAVE Guardian alert system, is the **C**ampus **E**mergency **L**ighting **S**ystem (CELS). CELS provides a visual enhancement to emergency communication through a 4-color light panel placed throughout both the San Luis Obispo and North County campuses, in areas where multiple people gather. Examples of these areas are classrooms, lobbies, athletic facilities, and conference rooms among many others.

CELS provides the following visual emergency notifications, based on an established color code:

Flashing Red – evacuate building immediately

Solid Red – Lock the door and shelter in place

Amber – Caution alert, standby for RAVE Guardian alert message

White – All clear

Green – Danger has passed

Cuesta College Police Department will activate the CELS during emergency situations based on the decision of the Chief of Police or his/her designee. Further information about CELS is available here: <https://www.cuesta.edu/emergency/lights.html>



Emergency Response

When a significant emergency or dangerous situation is reported to Cuesta College, CCPD will immediately respond to mitigate, contain, and/or resolve the incident. Once the Police have assessed the situation, they will relay pertinent information through the police chain of command to the Chief of Police or his/her designee. The Chief of Police or ranking designee will determine the appropriate course of action and the necessity of an emergency notification to the campus community. This will also include a notification and consultation with the College President or their designee, and any other emergency personnel specific to the type of event (e.g. fire official in the event of fire).

CCPD, in order to provide for timely emergency communications, maintains a "Crisis Action Team" list of telephone contacts and distributes this list to those authorities named. This team includes members from various disciplines, up to and including the College President, Chief of Police, and other designees with significant responsibilities at the college.

Responsible Authorities for Notifications

The Police Chief or his/her designee is responsible for the overall decision to send an emergency notification, based on the information available at that time.

Notifications on RAVE Guardian and the CELS will be made electronically by the following authorities with access and authority to the RAVE Guardian notification system:

1. Police Dispatch
2. Police Chief
3. Police Sergeant
4. Marketing and Public Information: (In the event Public Safety is busy with the emergency)
5. President/Superintendent's Office: (In the event Public Safety is busy with the emergency)
6. Information Technology: (In the event Public Safety is busy with the emergency)

Disseminating Emergency Information to the Community:

Local media outlets are encouraged to sign up for the RAVE Guardian system, so that emergency situations can be quickly broadcast to the surrounding community. This may also be accomplished through postings to the Cuesta College and Police Department Facebook and Instagram social media platforms.

The Cuesta College Foundation, and designated Public Information Officer, is responsible for coordinating outside media and community messaging in order to disseminate emergency notifications to the surrounding community.

<https://www.cuesta.edu/about/depts/newsroom/>

Emergency Procedures Information

Emergency Operations Plan:

The Chief of Police or his/her designee is responsible for the maintenance and updates to Cuesta College Emergency Operations Plan (EOP). The EOP contains a comprehensive response protocol to all major emergencies on campus property or that affect the college district. The EOP is designated to satisfy state and Federal mandates under the National Incident Management System and Standardized Emergency Management System, utilizing Incident Command System protocols.

The plan provides detailed information about emergency preparation, response, mitigation, and recovery efforts, as well as important contact information. Copies of this manual are kept at both Campus Police offices and in the rooms designated as the Cuesta College Emergency Operations Centers (EOC).

Emergency Flip Books

Cuesta College Police Department expanded a user-friendly Emergency Procedures Flip Book that replaced the outdated "red binders". The new flip charts are easy to read, and bright with color tabs. The eleven (11) Emergency Procedures are consistent with county and state protocols. They have a specialized tab for Diablo Canyon Nuclear Power Plant, should an incident arise.

Evacuations

Emergency evacuations of a building/buildings, large portions of the campus, or even the entire campus may be required due to situations such as a major fire, an explosion, or a major crisis. Upon notification of conditions that merit an evacuation, the Cuesta College President or their designee will make the determination to order an evacuation based on his/her decision or after consultation with the Cuesta College Crisis Action Team and/or the Cuesta College Chief of Police, as circumstances allow.

The content of the evacuation notice will be determined by the Cuesta College President (or designee) and/or the Chief of Police (or designee). Based on the level of the evacuation, the Emergency Operations Center may be activated, or partially activated. Additionally, the Cuesta College President and/or Cuesta College Chief of Police, or their designees, may without consultation, order an evacuation in extremely dangerous or compelling circumstances, considering any and all immediate threats to the Cuesta College community. In such cases, the evacuation order will immediately be initiated.

If an evacuation is ordered, the Cuesta College Police Department will be tasked with directing students, faculty, and staff to designated Emergency Assembly Points. Emergency Assembly Points maps are located next to the Building Evacuation maps in all buildings on campus, and within the emergency flip books available in all classroom facilities.

Emergency System Tests and Drills

Great California Shakeout:

In October of each year, Cuesta College participates in an annual state-wide earthquake drill. Information concerning the Great California Shakeout can be found on the following website: <https://www.shakeout.org/california/>



During the Cuesta College implementation of the Shakeout drill, both San Luis Obispo and North County Campuses are involved.

Further information about earthquakes can be found on the college webpage, under emergency information, at the following link <https://www.cuesta.edu/emergency/earthquake.html>

EOC Activation:

During each school year, the Chief of Police, in consultation with the President/ Superintendent, organizes an activation exercise, procedural update, or other relevant training for the Emergency Operations Center at Cuesta College. The exercise incorporates updated training for EOC personnel, as well as a situationally based "table-top" exercise.

The exercise can include cross training elements with appropriate emergency services personnel (i.e.: Fire, EMS authorities) and may incorporate a response by public safety personnel to a staged incident. The Chief of Police, serving as the emergency manager, designates the scope of the training exercise in consultation with designated college staff.

Hostile Intruder:

Cuesta College Police Department personnel participate in ongoing training in preparation for a Hostile intruder (otherwise known as an active shooter) on campus. This training takes place minimally once per school year. This training can incorporate several elements: Table-top scenario, role playing incident, firearms training exercise, or other updated methods as determined by the Chief of Police and CCPD training staff.

Information concerning an armed intruder is also available on the college webpage, under the emergency information tab, at the following website address: <https://www.cuesta.edu/emergency/armed.html>

Campus Security Authorities

The Clery Act defines certain college employees as **Campus Security Authorities**, (CSA) which includes anyone with significant responsibility for students and student activities. CSAs must report any "Clery Act" crime that they become aware of in their daily contact with students. Failure to disclose knowledge of a reportable crime can have lasting impacts, such as continued criminal behavior towards other victims, escalation of a crime towards a specific victim, and large fines to Cuesta College.

Employees such as administrators, deans, directors, department heads, faculty advisors, student academic advisors, student activities advisors, student academic advisors, student activities advisors, coordinators, and athletic coaches must report Clery crime violations.

Classroom faculty (except for Advisors), Physicians, Psychologists, and most clerical staff are examples of employees who are not required to report crimes under the Clery Act, however the severity of the crime may require you to legally disclose it, such as a murder or other serious felony crime.

**Note: CSAs must report crimes they are witness to in a prompt manner to ensure timely resolution and a safe learning environment.*

CSAs can report crimes using the Student Incident Report form/Student Support Referral form available here: <https://www.cuesta.edu/about/leadership/vpps/Student-Support-Resolution-and-Resources/studentCodeOfConduct.html> **and/or** by calling the Cuesta College Police Department directly:

- 805-546-3205 (SLO Campus)
- 805-591-6205 (NCC Campus)

Crime Prevention and Awareness Programs

Cuesta College works cooperatively amongst several departments to provide educational materials, programs, and ongoing training to staff and students in support of crime prevention and awareness. These programs include the following:

Online Training:

The department of Human Resources provides ongoing mandated training to address important issues on college campuses including sexual assault, domestic violence, dating violence, and stalking. This is facilitated through Keenan Safe Colleges and is provided to all students and staff.

Drug and Alcohol Abuse Prevention Program:

The Office of the Vice President of Student Success and Support Programs (VPSS) is responsible for coordination of the drug and alcohol abuse prevention program, which includes a cooperative effort by the Deans of SLO and NCC Campuses, the Student Health Center, and the Cuesta College Police Department. The program includes ongoing information posted on the Cuesta College Police Department website concerning the program and laws relating to drug and alcohol abuse:

<https://www.cuesta.edu/about/depts/publicsafety/StudentDrugandAlcoholAbuseProgram.html>

The program also includes ongoing educational material provided to students through the Student Health Center website, which offers current and free issues of "Student Health 101":

<https://www.cuesta.edu/student/resources/healthcenter/resources/SH101.html>

Additionally, each involved department dedicates a representative to meet on a weekly Student Incident Response Team (SIRT) which evaluates reported student

incidents and provides resources related to Alcohol and Drug abuse prevention when appropriate, as well as review the overall impact of prevention efforts.

Education Materials

The Cuesta College Police Department provides educational fliers and other materials to students during public events such as the ASCC/CCPD BBQ in the fall and spring semesters, at the main lobby of the Public Safety Office on SLO campus (building 7500) and North County campus (room N1021), and through website links on the CCPD webpage:

<https://www.cuesta.edu/about/depts/publicsafety/StudentDrugandAlcoholAbuseProgram.html>

<https://www.cuesta.edu/about/depts/publicsafety/SexualAssaultandViolenceAwarenessInformation.html>

Campus Safety 101

The Chief of Police and Police Sergeant provide an interactive safety presentation entitled "Campus Safety 101" to both student and staff groups at Cuesta College. This presentation includes a comprehensive review of current emergency communication methods, emergency procedures, the availability of the Student Conduct Incident Report/Student Support Referral Report forms, and training on methods for surviving an armed intruder "Active Shooter" incident. The presentations occur at scheduled staff meetings based on requests from those departments, at the rate of several per school year.

Social Media

Cuesta College maintains an active social media presence on Facebook and Instagram. Our social media postings often feature safety information and campus safety tips. Links to our social media pages are below:



<https://www.facebook.com/cuestacollegepolicedepartment>



<https://www.instagram.com/@cuestacollegepd>

Connect at Cuesta and Cougar Welcome Days Orientation

Cuesta College Police provides a presentation as part of the "Connect@Cuesta" new student orientation and "Cougar Welcome Days" enrollment orientation. This presentation includes a review of all available safety services on campus. The presentation is in tandem with presentations about mental health services and Title IX investigations.

This is a joint effort involving public safety.

Alcohol and Drug Free Campus

Zero Tolerance:



Cuesta College provides the best academic and professional experience that can be offered to its students, faculty and staff. The use of illegal drugs and the abuse of alcohol are at cross-purposes to this mission and are **not tolerated** on campus.

Cuesta College is fully committed to achieving an Alcohol and Drug free environment for its students and employees, and the Cuesta College Police Department will enforce all local state, and federal laws related to drug and alcohol abuse in compliance with the Drug-Free Schools and Communities Act.

Alcohol:

- Cuesta College prohibits the use, possession, or sales of alcohol on college property.
- Persons under the age of 21 may not consume, possess, or distribute alcohol.
- It is unlawful for any person to sell, furnish, or give any alcoholic beverage to anyone under the age of 21.
- Minors who use false identification in order to obtain alcoholic beverages are guilty of a misdemeanor.

Other Drugs:

- Cuesta College prohibits the possession, use, sale, and/or distribution of *illegal drugs on college property.
- Prescription medication may only be used and possessed by those with a prescription from a licensed health care provider.
- Federal and state statutes specify that persons involved in the use, sale, or distribution of illegal drugs are liable to criminal action, including arrest, fine, and imprisonment.

** Illegal Drugs refers to "Controlled Substances" as defined in Schedules I through V, section 22 of the Controlled Substances Act (21 U.S.C. Section 812) and found in the Health and Safety Code Section 11054-11058.*

Alcohol and Drug Abuse Counseling and Support

Education and support for those who have questions or problems related to alcohol or drug abuse are available and strongly encouraged. Academic, personal and professional success is Cuesta College's goal for all its students, faculty, and staff. This goal cannot be achieved if drugs or alcohol can hinder each person's natural abilities.

The Office of the Vice President of Student Services oversees the Cuesta College Alcohol and Drug Abuse Prevention program designed to assist students, staff, and faculty achieve success.

Drug and alcohol abuse counseling is available at the Cuesta College Student Health Center, as well as the community resources listed below. Counseling services can be scheduled in person at the Student Health Center or by phone:

- 805-546-3171 (San Luis Obispo Campus)
- 805-591-6201 (North County Campus)

Community Resources:

Alcoholics Anonymous

- Main Website: <https://www.aa.org/>
- San Luis Obispo: <https://www.sloaa.org/>
- 24-hour phone line: **805-541-3211**
- **Toll-Free line: 855-541-3288**



Narcotics Anonymous

- Main Website: <https://www.na.org/>
- Central Coast: <https://www.centralcoastna.org/>
- 24-hour Toll Free: **800-549-7730**

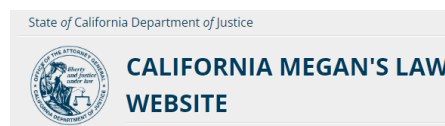
San Luis Obispo County Drug and Alcohol Services

- Website: <https://www.slocounty.ca.gov/departments/health-agency/behavioral-health/drug-and-alcohol-services>
- San Luis Obispo Center: 2180 Johnson Ave. Ph: (805) 781-4275
- Grover Beach Center: 1523 Long branch. Ph: (805) 473-7080
- Atascadero Center: 3556 El Camino Real. Ph: (805) 461-6080
- Paso Robles Center: 1763 Ramada Dr. Ph: (805) 226-3200

Information About Registered Sex Offenders

Convicted sex offenders are required by law to register with the law enforcement agency having jurisdiction where the offender lives. Convicted sex offenders are also required to register with the Cuesta College Police Department if they are enrolled as a student of the College or employed by the college (either full time or part time, including paid employees or volunteers). Sex Offenders are also required to register if they are working at the college (e.g. contractors) for more than fourteen days or for an aggregate period exceeding thirty days in a calendar year.

The Cuesta College Police Department does not maintain a public database of registrants at Cuesta College. Information regarding registered sex offenders on campus may be obtained by viewing the Megan's Law website: www.meganslaw.ca.gov. An offender's campus involvement will be listed as a secondary registration location.



Sexual Assault, Domestic Violence, Dating Violence, and Stalking

Cuesta College does not tolerate sexual assault, domestic violence, dating violence, or stalking in any form.

Any sexual assault or physical abuse, including, but not limited to, rape, domestic violence, dating violence, sexual assault, or stalking, as defined by California law, whether committed by an employee, student, or member of the public, occurring on District property, in connection with all the academic, educational, extracurricular, athletic, and other programs of the District, whether those programs take place in the District's facilities or at another location, or on an off-campus site or facility maintained by the District, or on grounds or facilities maintained by a student organization, is a violation of District policies and regulations, and is subject to all applicable punishment, including criminal procedures and employee or student discipline procedures.

Every effort is made to ensure that our educational environment offers prevention related education and training, promotes and assists the prompt reporting of related crimes, and provides compassionate support services for survivors of sexual assault, domestic violence, dating violence, and stalking.

**Note: The following definitions were updated in 2022 to comply with new Title IX legislation.*

Definitions:

Sexual Harassment under Title IX: Conduct that satisfies one or more of the following:

- A District employee conditions the provision of an aid, benefit, or service of the District on an individual's participation in unwelcome sexual conduct (quid pro quo harassment).
- Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education program or activity.
- Sexual assault, including the following:
 - **Sex Offenses.** Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.
 - **Rape** (except Statutory Rape). The carnal knowledge of a person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her/their age or because of his/her/their temporary or permanent mental or physical incapacity. There is carnal knowledge if there is the slightest penetration of the genital or anal opening of the body of another person.
 - **Sodomy.** Oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her/their age or because of his/her/their temporary or permanent mental or physical incapacity.
 - **Sexual Assault with an Object.** To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her/their age or because of his/her/their temporary or permanent mental or physical incapacity. An "object" or "instrument" is anything the offender uses other than the offender's genitalia, e.g., a finger, bottle, handgun, stick.
 - **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 his/her/their age or because of his/her/their temporary or permanent mental or physical incapacity.
 - **Sex offenses, Non-Forcible Unlawful, Non-Forcible Sexual Intercourse.**
 - **Incest.** Non-Forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

- **Statutory Rape.** Non-Forcible sexual intercourse with a person who is under the statutory age of consent. There is no force or coercion used in Statutory Rape; the act is not an attack.
- **Dating violence.** Violence against a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of a relationship will be determined based on a consideration of the following factors: the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- **Domestic Violence.** Violence committed:
 - By a current or former spouse or intimate partner of the victim.
 - By a person with whom the victim shares a child in common.
 - By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner.
 - By a person similarly situated to a spouse of the victim under the domestic or family violence laws of California; or
 - By any other person against an adult or youth victim protected from that person's acts under the domestic or family violence laws of California.
- **Stalking.** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his/her/their safety or the safety of others or suffer substantial emotional distress.

Prevention Strategies

Bystander intervention:

Don't just be a bystander. Be a POSTITIVE bystander.

POSITIVE bystanders are individuals who witness situations that could lead to violent or criminal events and choose to intervene to prevent the situation from continuing or escalating. The positive bystander model promotes the idea that everyone in the community has a role to play in preventing sexual violence. This model helps shift the responsibility for preventing sexual violence from the victim (or potential victim) to the person perpetrating the violence and the individuals who witness the behavior.

Here are steps you can take.

1. **Recognize an event as inappropriate or sexually violent.**

These behaviors range from sexist or derogatory language to trying to take an intoxicated person up to a bedroom. Other inappropriate or potentially sexually violent behaviors include intentionally trying to get someone else intoxicated or trying to take advantage of someone who is intoxicated.

2. **Assume personal responsibility.**

Research shows that when more bystanders are present for an emergency or situation that could lead to a criminal event, bystanders are less likely to intervene. When more bystanders are present, individuals assume others will step in and intervene. You can make a real difference by assuming responsibility and stepping in to help the situation.

3. **Determine how to help (and maintain personal safety).**

Once you have made the decision to intervene, it is important to come up with an intervention strategy that is productive for the situation and ensures your safety, as well as for those involved. You can be creative in your approach; it does not always have to be confrontational. Try using one of the four strategies below: Direct, Distract, Delegate, or Delay.

4. **Speak UP and Intervene!**

Now that you have thought through your strategy, carry out your plan. After you have intervened, check in with the person needing help to make sure they are okay, and they feel safe.

Bystander Intervention Techniques

Direct: Step in and address the situation directly. This might look like saying, "That's not cool. Please stop." or "Hey, leave them alone." This technique tends to work better when the person that you're trying to stop is someone that knows and trusts you. It does not work well when drugs or alcohol are being used because someone's ability to have a conversation with you about what is going on may be impaired, and they are more likely to become defensive.

Distract: Distract either person in the situation to intervene. This might look like saying, "Hey, aren't you in my Spanish class?" or "Who wants to go get pizza?" This technique is especially useful when drugs or alcohol are being used, because people under the influence are more easily distracted than those that are sober.

Delegate: Find others who can help you to intervene in the situation. This might look like asking a friend to distract one person in the situation while you distract the other ("splitting" or "defensive split"), asking someone to go sit with them and talk, or going and starting a dance party right in the middle of their conversation. If you didn't know either person in the situation, you could also ask around to see if someone else does and check in with them. See if they can go talk to their friend, text their friend to check in, or intervene.

Delay: For many reasons, you may not be able to do something right in the moment. For example, if you're feeling unsafe or if you're unsure whether someone in the situation is feeling unsafe, you may just want to check in with the person. In this case, you can combine a distraction technique by asking the person to use the bathroom with you or go get a drink with you to separate them from the person that they are talking with. Then, this might look like asking them, "Are you okay?" or "How can I help you get out of this situation?" This could also look like texting the person, either in the situation or after you see them leave and asking, "Are you okay?" or "Do you need help?"

For more information and resources on prevention techniques, please visit the following website: <https://obamawhitehouse.archives.gov/1is2many/notalone>

Sexual Assault Risk Reduction

Most sexual assaults among college students involve people who know each other, and the majority involve use of alcohol or other drugs. Whether someone is sober or under the influence of alcohol or other drugs, they are not at fault if they are sexually assaulted.

Anyone can be sexually assaulted, and there are no sure means to prevent sexual assault. The only people who can prevent sexual assault are those who perpetrate it. However, you can take steps to lessen the likelihood that you or your friends will be assaulted or will assault someone.

Here are some tips to consider when you go out:

- Know where you are going and speak up if you are uncomfortable with the plans.
- Communicate with your partner: NO MEANS NO.
- CLEAR verbal or non-verbal CONSENT. That means YES.
- Know that drinking and drug use can impair your judgment. You might not be able to make the same decision you would make if you were sober.
- If you drink, drink responsibly: eat a full meal before going out, have a glass of water between each drink, stick to one type of alcoholic beverage, know your limits and don't go beyond them, have a designated driver, and don't let anyone else make the decision of how much you will drink.
- Only drink something that you poured yourself or that comes in a pre-sealed container, and don't drink something that has been left unattended. Mixed drinks can have more alcohol in them than you might want to drink. Also, drugs (e.g., Rohypnol, GHB) can be dissolved in a drink, causing side effects such as nausea, dizziness, disorientation, &/or loss of consciousness.
- Use the buddy system and look out for each other. Don't go anywhere with someone you don't know well. If you do leave a party with a new friend, tell the friends you came with where you are going and when you are coming back. If you are worried about a friend's safety, tell them.

Reduce the Risk of Committing Sexual Assault

- Listen carefully. Take time to hear what the other person has to say. If you feel they are not being direct or are giving you a "mixed message" ask for clarification.
- Don't fall for the cliché "if they say no, they really mean yes." If your partner says "no" to sexual contact, believe them and stop. If they seem uncomfortable

or uncertain, stop and check in. It is never acceptable to force sexual activity, or to pressure, coerce, or manipulate someone into having sex, no matter the circumstances.

- Don't make assumptions about a person's behavior. Don't assume that someone wants to have sex because of the way they are dressed, they drink (or drink too much), or agree to go to your room. Don't assume that if someone has had sex with you before they are willing to do so again. Also don't assume that if your partner consents to kissing or other sexual activities, they are consenting to all sexual activities. Obtain clear consent for each sexual activity.
- Be aware that having sex with someone who is mentally or physically incapable of giving consent is rape. If you have sex with someone who is drugged, intoxicated, passed out, or is otherwise incapable of saying no or knowing what is going on around them, you may be guilty of rape.
- Remember, sexual assault is a crime punishable via campus conduct, criminal, and civil proceedings.
- Be careful in group situations; resist pressure from friends to participate in violent acts.

Get involved if you believe that someone is at risk. If you see someone in trouble or someone pressuring another person, don't be afraid to intervene - or get help to do so.

Reduce the Risk of Being Sexually Assaulted

- Know your sexual intentions and limits. You have the right to say "NO" to any unwanted sexual contact. If you are uncertain of what you want, ask your partner to respect your feelings.
- Communicate with your partner. Do not assume that someone will automatically know how you feel or will eventually "get the message" without you having to say anything. Just as it's okay to say "NO" to unwanted activities, it's okay - and important - to give clear consent to activities in which you would like to engage. Avoid giving "mixed messages"; back up your words with a firm voice and clear body language and "Yes".
- Be aware that some people mistakenly believe drinking, dressing provocatively, or going to your or someone else's room means you are willing to have sex. Be clear up front about your limits in such situations.
- Listen to your gut feelings. If you feel uncomfortable or think you might be at risk, **leave the situation immediately and go to a safe place.**
- If you feel you are being pressured or coerced into sexual activity, you have a right to state your feelings &/or leave the situation. If you are concerned about the other person becoming angry, it is okay to make up an excuse to leave or create time to get help.
- Attend large parties with friends you trust. Agree to "look out" for one another.

Leave with the group, not alone. Avoid leaving with people that you don't know very well.

- Attend large parties with friends you trust. Agree to "look out" for one another. Leave with the group, not alone. Avoid leaving with people that you don't know very well.
- Attend a workshop on sexual assault risk reduction or take a self-defense course. Visit Lumina Alliance on the web for those resources:
<https://luminaalliance.org/>
- If you feel unsafe, call the Cuesta College Police Department 805-546-3205 on the San Luis Obispo Campus or 805-591-6205 on the North County Campus to use our escort service.
- Learn the locations of Emergency Phones on campus (refer to Emergency Telephones on Page 14) and use them if you see anyone or anything that looks suspicious.
- Park your car in well-lit and easily viewable public areas always on and off campus.
- When or if walking alone, walk confidently and quickly to your destination. Have a cellular telephone readily available and consider the option of carrying a personal defense item such as pepper spray. (If you do, take a class on how to use it properly)

Campus Education and Prevention Programs

The Department of Human Resources, under the coordination of the Cuesta College Title IX coordinator, provides ongoing mandated staff and student training about sexual violence awareness in compliance with the Violence Against Women Act (VAWA). This training takes the form of on-line courses offered via the campus-wide email system through "*Keenan Safe Colleges*".

The Admissions Office is responsible for providing sexual assault awareness and prevention material to all incoming students during the online, *myCuesta* registration process. The material includes awareness about both Clery and SaVe Acts, reporting sexual assault, bystander intervention, definitions of sexual crime, domestic violence, dating, and stalking, as well as provides a link to the Cuesta College Annual Security Report.

The Cuesta College Police Department supports Sexual Violence Awareness and Prevention by providing a link on the department webpage that contains sexual assault and violence prevention information, providing a flier in our lobbies and at festivals, as well as links to outside resources available in the local community.

That website address is:

<https://www.cuesta.edu/about/depts/publicsafety/SexualAssaultandViolenceAwarenessInformation>

Reporting: Sexual Assault, Dating Violence, domestic Violence and Stalking

It is not your fault!

If you are a survivor of sexual assault, dating violence, domestic violence, or stalking, you have the option to report this crime to law enforcement authorities or not. The Cuesta College Police Department will assist you in notifying the proper law enforcement authority where the crime occurred, whether or not it occurred on campus. We will also assist you in obtaining other resources to assist and support you.

Cuesta College strongly encourages all members of the campus community who believe they are victims of sexual assault, domestic violence, dating violence, and stalking to immediately report the incident. Timely reporting is an important factor in the subsequent investigation and prosecution of sexual assault cases should the survivor desire to do so.

We recommend the following steps after an assault:

- Go to a safe place. Your safety is our first concern.
- Call for help.
 - On campus: Cuesta college Police Department - (805) 546-3205 or from a campus phone x.3911.
 - Off campus: 911
- Get medical attention, regardless of whether you choose to report the assault to law enforcement.
- Try to preserve all the physical evidence of the assault.
 - Do not wash, use the toilet, bathe or change clothing if you can avoid it. If you must change clothes, place all clothing you were wearing at the time of the assault into a paper bag.
- Call an advocate, counselor, friend, family member, or someone you trust for support and assistance.

Lumina Alliance San Luis Obispo is not affiliated with law enforcement or Cuesta College and will provide you with confidential support and an advocate to assist you.

Crisis and Information Line: 805-545-888

Website: <https://luminaalliance.org/>

Response Procedures

The Cuesta College Police Department will, upon receiving the report of a sexual assault, domestic violence, dating violence, or stalking, (whether or not the offense occurred on or off campus), provide the survivor with a handbook that contains information about her/his student or employee rights as well as existing services, both on-campus and in the community. These services include counseling, medical assistance, survivor advocacy, legal assistance, and other services.

Additionally, Cuesta College will provide, as necessary, options and protective measures for the survivor to choose should her/his academic situation, work environment, or transportation needs change as a result of the assault. Reasonable accommodations will be granted, whether or not the survivor chooses to report the crime to law enforcement authorities. All the aforementioned services will be accomplished while maintaining the confidentiality of the survivor.

When reporting a crime of sexual assault, dating violence, domestic violence, and stalking to the Cuesta College Police Department:

- Confidentiality and the protection of the survivor's name and personally identifying information will be of the highest priority if she or he chooses not to have their name released.
- A survivor's decision to prosecute does not have to be made during the initial report to the police. Police and college officials, along with an advocate of their choice (RISE, a relative, a close friend) will assist the survivor regarding determining what extent the subsequent investigation will unfold.
- Police and college officials, and the survivor's advocate will also answer any questions, explain available options, and connect the survivor with counseling and support resources.
- A survivor will be interviewed at a location of their choice. A survivor will be accompanied by an advocate/confidant of their choice (RISE advocate, relative, close friend) who will accompany them during the Police and District Attorney interview's, forensic exams, and any/all court proceedings.

Police officers may arrest the suspect and/or forward the case to the District Attorney's Office for review and a decision regarding filing criminal charges. Depending on the circumstances of the case, the suspect could be jailed and retained or released on bail if arrested.

Restraining Orders: The Cuesta College Police Department, the District Attorney's Office, and/or advocates can assist a survivor in obtaining a criminal protective order "restraining order" and/or other lawful court orders against the suspect.

**If you feel threatened by the suspect, you should immediately contact the nearest law enforcement agency to assist you.*

Information about Criminal Protective Orders and other survivor resources can be

found through the Victim/Witness Office of the San Luis Obispo County District Attorney.

Ph#: 805-781-5821

Web: <https://www.slocounty.ca.gov/departments/district-attorney/victim-witness-assistance-center>

Confidentiality

Cuesta College is bound by State law to uphold the right to confidentiality of any survivor who contacts the College to report an incident of sexual assault. The College will not take any action without the survivor's consent, prior knowledge, and / or permission. Any violation of the California Code of Regulations, Title 5, Section 41301, by a student or recognized student organization, and any violation of faculty or other employee codes of conduct concerning sexual assault will be investigated for possible disciplinary and/or legal action.

Disciplinary Procedures

Cuesta College does not tolerate sexual assault, domestic violence, dating violence, or stalking in any form. Even if the survivor or the criminal justice authorities choose not to prosecute, Cuesta College can still pursue disciplinary action if the assailant is a student, staff, or faculty member. If the incident involves someone under the age of 18 years, the appropriate legal guidelines and notifications to parents/guardians will be followed. Incidents involving non- members of Cuesta College community will be processed according to local and state laws.

Cuesta College is committed to conducting a prompt, fair, and impartial investigation and resolution in dealing with all sexual assault, domestic violence, dating violence, and stalking investigations. The standard by which the final determination regarding guilt, will be a preponderance of evidence, based on Title IX guidelines.

Possible sanctions to be imposed following the final determination of an on-campus disciplinary procedure regarding sexual assault, domestic violence, dating violence, and stalking, maybe one or any combination of the following:

- Warning
- Censure
- Disciplinary probation
- Restitution
- Interim Suspension
- Suspension
- Dismissal
- Expulsion

In all cases, the accuser and the accused are entitled to the same opportunities to have others present including the opportunity to be accompanied by the advisor of their choice during a campus disciplinary proceeding. Both the accuser and the accused shall be informed, in writing, of the outcome of any campus disciplinary proceeding brought about alleging sexual assault, domestic violence, dating violence, and stalking.

Disciplinary proceedings shall be conducted by officials who, at a minimum, receive annual training on:

- Issues related to dating violence, domestic violence, sexual assault and stalking
- How to conduct an investigation and hearing process that protects the safety of survivors and promotes accountability.

Student Discipline

Disciplinary proceedings for students at Cuesta College are governed by guidelines contained in the Cuesta College Board of Trustees Manual Section AP 5520 - Student Discipline Procedures and BP 5520 – Student Discipline.

<https://www.cuesta.edu/about/leadership/vpss/Student-Code-Conduct-Discipline.html>

Employee Discipline

Disciplinary proceedings for employees at Cuesta College are governed by guidelines contained in the Cuesta College Board of Trustees Manual Section BP 4500, 4510, and 4520, along with Education Code sections 87660-87683, 87730- 87740, along with applicable sections of the Collective Bargaining Agreements for those employees. Information on the collective bargaining agreements can be found at the Department of Human Resources website at the following address:

https://www.cuesta.edu/about/documents/hr_docs/CCCUE/CCCUE_CBA_7-1-23-6-30-25_AUG2023.pdf

Resources for Survivors

Cuesta College is committed to ensuring that all survivors of sexual assault, domestic violence, dating violence, and stalking, are treated with sensitivity, dignity, and confidentiality. Survivors, whether they are students, staff, faculty, or visitors are provided assistance with obtaining medical treatment, counseling assistance, and resource information specific to what they have experienced.

Every effort is made to ensure that our educational environment promotes and assists prompt reporting of crimes and provides compassionate support services for survivors. The following is a list of current resources for survivors available both on-campus, and in the surrounding community.

The Cuesta College Police Department will assist you in contacting and arranging for these resources if needed: Ph# 805-546-3205

COUNSELING SERVICES

Cuesta College Student Health Center

- 805-546-3171 (SLO Campus)
- 805-591-6200 ex 4207 (NCC Campus)

SLO Hotline:

- 800-783-0607 (24 hours)

Lumina Alliance

- Crisis and Information line: 805-545-8888
- Web: <https://luminaalliance.org/>

The National Domestic Violence Hotline

- 800-799-7233
- Web: <http://www.thehotline.org/>

LEGAL RESOURCES

San Luis Obispo County District Attorney

- Ph#: 805-781-5821
- Web: <https://www.slocounty.ca.gov/departments/district-attorney>
- The Department of Justice, Office of Violence Against Women
- Ph#: 202-307-6026 Email: ovw.info@usdoj.gov
- Web: <https://www.justice.gov/ovw>

SUPPORT AND INFORMATION

RAINN (Rape, Abuse, and Incest National Network)

- 24-hour Sexual Assault Hotline: 800-656-HOPE (4673)
- Web: <https://www.rainn.org/>

Together Against Sexual Assault

- Web: <https://obamawhitehouse.archives.gov/1is2many/notalone>

Center for Changing Our Campus Culture:

- Web: <https://changingourcampus.org/>

WRAP (Rape Assistance):

- Web: <https://www.wraptn.org/>

National Coalition Against Domestic Violence:

- Web: <https://www.ncadv.org/>

The National Center for Victims of Crime:

- Web: <https://victimsofcrime.org/>

Crime Statistics Reporting

Clery Crime Definitions

The following definitions are used for classifying Clery crimes, which are derived from the Federal Bureau of Investigation's (FBI) Uniform Crime Reporting (UCR) Program as follows:

- The definitions for murder, rape, robbery, aggravated assault, burglary, motor vehicle theft, weapons law violations, drug abuse violations, and liquor law violations are from the "Summary Reporting System (SRS) User Manual" of the FBI's UCR Program.
- The definitions are excerpted from the "National Incident-Based, Reporting System (NIBRS) User Manual" from the FBI's UCR Program.
- The definitions for Larceny-Theft (except Motor Vehicle Theft), Simple Assault, Intimidation, and Destruction/Damage/Vandalism of Property are from the "Hate Crime Data Collection Guidelines and Training Manual" of the FBI's UCR Program.
- The definitions for Dating Violence, Domestic Violence, and Stalking are from the Department of Education's Clery Act implementing regulations at 34 C.F.R. §668.46.

The Clery Act requires that Cuesta College publish crime statistics as part of the Annual Security Report each October 1st, for the 3 previous calendar years. The crime statistics reported below are grouped into the following categories (provided by the Clery Center):

- Primary Crimes:
 - ◇ Criminal homicide: Murder and non-negligent manslaughter; and Negligent manslaughter
 - ◇ Sex offenses: Rape, Fondling, Incest, Statutory Rape
 - ◇ Robbery
 - ◇ Aggravated assault
 - ◇ Burglary
 - ◇ Motor vehicle theft
 - ◇ Arson
- Arrests and referrals for disciplinary actions, including:
 - ◇ Arrests for liquor law violations, drug law violations, and illegal weapons possessions
 - ◇ Persons not included... [above]...who were referred for campus disciplinary action for liquor law violations, drug law violations, and illegal weapons possession
- Hate crimes, including:
 - ◇ The number of each type of crime in ... [primary crimes] ...that are determined to be hate crimes; and
 - ◇ The number of the following crimes that are determined to be hate crimes.
 - ◆ Larceny-theft

- ♦ Simple assault
- ♦ Intimidation
- ♦ Destruction/Damage/Vandalism of property
- ♦ Dating violence, Domestic violence, and Stalking

CRIMINAL OFFENSES				
OFFENSE	Year	SAN LUIS OBISPO CAMPUS	NORTH COUNTY CAMPUS	SOUTH COUNTY CAMPUS
CLERY Reportable Hate Crimes	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
MURDER & NON-NEGLIGENT MANSLAUGHTER	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
NEGLIGENT MANSLAUGHTER	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
SEX OFFENSE: RAPE	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
SEX OFFENSE: FONDLING	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
SEX OFFENSE: INCEST	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
SEX OFFENSE: STATUTORY RAPE	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
ROBBERY	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
AGGRAVATED ASSAULT	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
BURGLARY	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
ARSON	2023	0	0	0
	2022	0	1	0
	2021	0	0	0
MOTOR VEHICLE THEFT	2023	0	0	0
	2022	0	1	0
	2021	0	0	0
DOMESTIC VIOLENCE	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
DATING VIOLENCE	2023	0	0	0
	2022	0	0	0
	2021	0	0	0
STALKING	2023	0	0	0
	2022	0	0	0
	2021	0	0	0

Arrests and Disciplinary Referrals					
OFFENSE	Year	SAN LUIS OBISPO CAMPUS	NORTH COUNTY CAMPUS	SOUTH COUNTY CAMPUS	NORTH C OUNTY WELDING LABS
Liquor Law Violations: Arrests	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Liquor Law Violations: Referrals for Disciplinary Action	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Drug Law Violations: Arrests	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Drug Law Violations: Referrals for Disciplinary Action	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Weapons Law Violations: Arrests	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Weapons Law Violations: Referrals for Disciplinary Action	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0

All Campuses: Hate Crime Reporting	
Incident Data	Year
No Clery - Reportable Hate Crimes	2023
No Clery - Reportable Hate Crimes	2022
No Clery - Reportable Hate Crimes	2021