

2010 Annual Report
North Seattle Community College

34 CFR 668.46(b)(2)

Statement of current campus policies regarding:

1. Procedures and facilities for students to report criminal actions or other emergencies;

Students are encouraged to report criminal incidents occurring on campus to the Seattle Police Department by calling 911 and contacting campus security at 206-527-3636.

2. Policies for making timely warning reports to the campus community;

Members of the campus community are notified in a timely manner about security situations, crimes or emergencies that are considered to represent a threat to students and employees. There are two types of notifications.

Text message alert is a multi-modal emergency notifications system that sends notifications via text message to cellular phones and other electronic devices and mediums. Notifications are sent upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of the campus community. Weather closing and delays are also sent through the text message alert System. Students, faculty and staff can enroll in the program at <https://alert.seattlecolleges.edu/LogIn.aspx>. The text message alert emergency information is also sent to all campus computers via a “pop up” message, through the speaker phone system on campus and via the campus wide PA system. All systems are tested on a quarterly basis.

Campus Safety Notices are sent through the use of campus wide e-mail for incidents or situations that do not pose an immediate threat but which require a timely notice in compliance with the Clery Act. Notices may also be made by campus mailings, announcements posted on bulletin boards and specially called residence hall meetings. The college Emergency Alerting System is tested annually.

3. Policies for preparing the annual disclosure of campus crime statistics;

North Seattle Community College maintains a daily incident log as required by the Campus Security Act and refers to the Seattle Police Department's crime analysis web site for information related to crimes covered by the Campus Security Act. <http://web5.seattle.gov/mnm/policereports.aspx> and <http://web1.seattle.gov/police/records/PoliceReports/>

- 4. List of the titles of each person or organization reports should be made to for the purpose of making timely warnings and the annual statistical disclosure. This disclosure "must" include a statement disclosing whether or not the institution has a voluntary confidential reporting system for annual crime statistics and a description of the program if they have one.**

Reports for timely warnings and annual statistical disclosure should be made to the Director of Safety and Security or the Security Officer on duty at the time of the report or the Vice President of Student Services. NSCC does not have a voluntary confidential reporting system.

34 CFR 668.46(b)(3)

Statement of current policies concerning:

- 1. Safety of and access to campus facilities including campus residences**

Campus security officers are on duty from 5 AM – 11 PM Monday through Friday and 7 AM – 11 PM Saturdays, Sundays and holidays. 10 emergency phones are available on campus. Escorts are provided upon request. NSCC does not have campus residences.

- 2. Security considerations used in the maintenance of campus facilities**

NSCC Security employs one security officer who is certified in Crime Prevention through Environmental Design and conducts annual CEPTD inspections annual. Officers also conduct weekly light checks and routine inspections of door operating systems and quarterly inspections and testing of all emergency communications systems.

34 CFR 668.46(b)(4)

Statement of current policies re: campus law enforcement including:

- 1. Enforcement authority of campus personnel**

Security officers at North Seattle Community College are not commissioned law enforcement officers and have no powers or arrest.

- 2. Working relationship of campus personnel with State and local agencies**

Security maintains a very strong working relationship with the Seattle Police Department and meets regularly with the Seattle Police Department's North Precinct located across the street from campus. The North Precinct Advisory Committee meets monthly on the campus of NSCC. The Director of Safety and Security is an active member of that committee. The Seattle Community College District has an active MOU with the City of Seattle and the Seattle Police Department.

3. Arrest authority of security personnel

Security officers at North Seattle Community College are not commissioned law enforcement officers and have no powers of arrest.

4. Policies that encourage accurate and prompt reporting of all crimes to:

- **campus police; and**
- **appropriate police agencies**

Information is disseminated at all orientations encouraging students and staff to report criminal incidents to the Seattle Police and to campus security. Postings in classrooms and public spaces and information on the NSCC Campus Security web page also encourage the reporting of criminal incidents to SPD and campus security.

Description of procedures, if any, that encourage pastoral and professional mental health counselors to refer persons they are counseling to report crimes on a voluntary, confidential basis for inclusion in the annual crime statistics.

Campus counselors are responsible for reporting crimes to campus security for inclusion in the annual crime statistics.

34 CFR 668.46(b)(5)

Description of type and frequency of programs designed to inform students and employees about campus security procedures and practices to encourage responsibility for personal and community safety.

Security procedures are disseminated at orientations, through the quarterly class schedule and posted on the NSCC security web site.

34 CFR 668.46(b)(6)

Description of programs designed to inform students and employees about crime prevention.

Crime prevention information is disseminated during orientations, personal safety and awareness training and on the NSCC security web site.

34 CFR 668.46(b)(7)

Statement regarding monitoring and recording through local police criminal activity in which students engaged at off-campus locations of student organizations officially recognized by the institution, including organizations with off-campus housing.

NSCC does not have any off campus student organizations or off campus housing.

34 CFR 668.46(b)(8)

Statement of policy re: the possession, use, and sale of alcoholic beverages and enforcement of Federal and State underage drinking laws.

<http://apps.leg.wa.gov/wac/default.aspx?cite=132F-121-110>

34 CFR 668.46(b)(9)

Statement of policy re: the possession, use, and sale of illegal drugs and enforcement of Federal and State drug laws.

<http://apps.leg.wa.gov/wac/default.aspx?cite=132F-121-110>

34 CFR 668.46(b)(10)

Description of drug or alcohol-abuse education programs as required under 120(a)-(d) of the Higher Education Act (can be a cross reference to other publications).

Students, none at this time. Employees are referred to the Washington State Employee Assistance Program.

34 CFR 668.46(b)(11)

Statement of policy regarding campus sexual assault program to prevent sex offenses, and procedures to follow when a sex offense occurs. Statement must include:

i. **Description of educational programs to promote the awareness of rape, acquaintance rape and other forcible and non forcible sex offenses;**

None at this time...

ii. Procedures students should follow if a sex offense occurs, including:

1. Who should be contacted

Seattle Police Department and NSCC Security

2. The importance of preserving evidence for the proof of a criminal offense

3. To whom the alleged offense should be reported

Incident occurring in Seattle Washington should be reported to the Seattle Police Department. Incident occurring on the campus of NSCC should be reported to the Seattle Police Department and Campus Security.

iii. Information on the student's option to notify proper law enforcement officials (including on campus and local police) and a statement that institutional personnel will assist the student if requested.

iv. Notification of existing on-and off-campus counseling, mental health or other student services for victims of sex offenses

v. Notification that an institution will change the victim's academic and living situations if changes are requested and are reasonably available.

vi. Procedures for campus disciplinary procedures in cases of an alleged sex offense, including a clear statement that:

Student are referred to the Seattle/King County Crisis Clinic or Rape Relief

A. The accuser and accused are entitled to the same opportunities to have others present during a disciplinary proceeding;

B. Both the accuser and the accused shall be informed of the outcome of any institutional disciplinary proceeding brought alleging a sex offense (the institution's final determination and any sanction against the accused).

<http://apps.leg.wa.gov/wac/default.aspx?cite=132F-121-110>

vii. Sanctions the institution may impose following a final determination of an institutional disciplinary proceeding regarding rape, acquaintance rape, or other forcible or non forcible sex offenses.

<http://apps.leg.wa.gov/wac/default.aspx?cite=132F-121-110>

34 CFR 668.46(b)(12)

Statement advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained.

Registered sex offender information is available at <http://ml.waspc.org/>