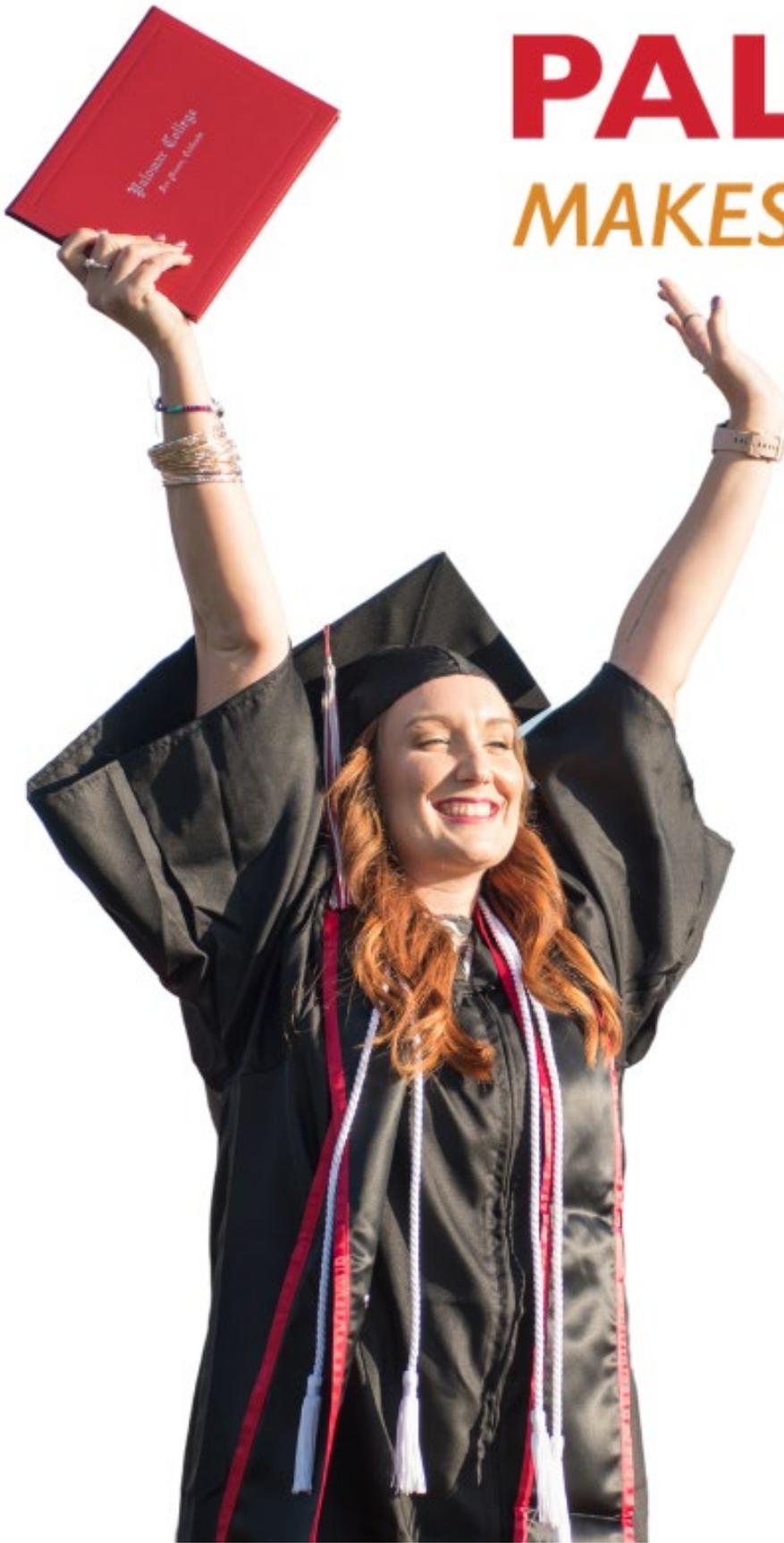


PALOMAR

MAKES IT POSSIBLE.



ANNUAL SECURITY REPORT

2021



SUPERINTENDENT/PRESIDENT'S MESSAGE



The Palomar Community College District Annual Security Plan (“Plan”) reflects our commitment to providing a safe and secure environment for teaching, learning, and essential operations of the District. Our board policies and administrative procedures align with our comprehensive and equitable approach to public safety. Our collaborative relationships and established processes with local and regional law enforcement agencies support our priority to address concerns and resolve threats to the safety of our main campus and education centers.

The Plan provides detailed information and outlines our practices to achieve our primary goals. The clear and concise display of statistical information provides students, employees and the community with a transparent view of criminal activity on our main campus and education centers.

In 2020, due our efforts to mitigate and prevent the spread of COVID-19, the main campus and the Escondido Education Center, were partially open to students and employees. The limited access to our locations resulted in a sharp decline in reportable criminal activity. The Emergency Operations Center and its efforts to protect the health and safety of students and employees during this pandemic are included in this Plan.

I am appreciative of the dedicated employees who operationalize this plan on a daily basis, for it is paramount that we provide a safe and secure environment that ultimately impacts student success.

Stay safe and stay well,

Star Rivera-Lacey

Star Rivera-Lacey, Ph.D.
Superintendent/President

CHIEF'S GREETING

Welcome to the Palomar College Police Department (PCPD). We hope this information guides you on finding connectivity to the services we provide to the campus community.

The Department pledges to uphold the concepts of Constitutional policing; ethical, lawful practices that seek to protect the rights of all people. Through the foundation of Relationship Based Policing we serve the campus population through extending, cultivating, and earning the trust of students, faculty, and staff.

The PCPD is responsible for providing police services to the San Marcos Campus, the Escondido, Fallbrook, and Rancho Bernardo Education Centers. Our officers actively patrol these locations and are first responders for all emergencies. PCPD has complete police authority, pursuant to California Police Officers under the authority of Penal Codes section 830.32.

Through community partnerships, we provide a safe and secure learning environment to the campus community and maintain a proactive approach to crime reduction and problem solving; enabling our students to obtain a quality education. The Department works in conjunction with local, county, state, and federal agencies in order to accomplish our mission of safety.

A truly safe campus is achieved through a collaborative relationship with students, faculty, staff, and visitors. I am honored to lead the men and women of PCPD.

*Chris Moore
Chief of Police*



Palomar College COVID-19 Emergency Operations Center Summary

In March 2020, the Palomar College Emergency Operations Center (EOC) was assembled to actively protect the health and safety of Palomar College students and employees and mitigate the spread of COVID-19 in our community. This work required daily engagement with all section chiefs, examination of data and public health guidance, and review of all safety and return to work plans designed to support the educational goals of our health, public safety, and first responder students. Below is a brief summary of the work completed in this most recent term. An appendix is included and contains specific details for each section of the EOC.

The Policy group, made up of the Interim Superintendent/President, all Assistant Superintendent Vice Presidents, EOC Director, and the Public Information Officer, is the primary decision-making body of the Emergency Operations Center. All recommendations developed and agreed upon by the EOC are provided to Policy for approval.

Policy established a COVID-19 Response Action Team (CRAT) to manage reported exposures and positive cases of COVID-19. CRAT is led by Patrick Saviano, Julie Lanthier Bandy, and Derrick Johnson. CRAT is reliant upon reports received from students and employees through the online [COVID-19 Questionnaire](#). The questionnaire is automated and feeds directly into a database and supports our goal to provide support and resources to faculty, staff, and students with potential or confirmed exposure to COVID-19.

CRAT implemented a protocol that includes intake interviews by our health team, which results in an assigned risk level for each report. Each report is assigned a case manager who remains in contact with the impacted individuals until they return to class or work.

All employees who are placed on self-quarantine or self-isolation are put in contact with our benefits office to ensure the information pertinent to available leave(s) is provided to the employee. Further, CRAT manages the communication to all individuals (employees and students) to make them aware of any risks associated with a reported exposure.

When CRAT determines that there are three or more high risk cases in one department of the College, an emergency Policy meeting takes place to discuss the associated details. Policy, in collaboration with department and faculty leaders, determines the best course of action to take in order to prevent a COVID-19 outbreak within the College.

A summary of the activities and initiatives led by each EOC section is provided in the attached appendix.

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PALOMAR COLLEGE POLICE DEPARTMENT

We believe our Responsibilities to the Community are:

- Create and maintain a safe and secure campus while providing education and classes to the community.
- Provide and deliver skillful quality law enforcement services.
- Develop a cooperative relationship with all members of the campus community.
- Partner with all members of the college community to effectively address mutual concerns and resolve problems.
- Decrease criminal activity by providing high visibility policing.
- Create a community awareness of criminal activity while providing methods to increase reaction time and effectiveness by placing an emphasis on safety to the community.
- Minimize citizen apathy when reporting crimes.
- Increase one on one communication with the public to gain trust, knowledge, and insightful ways to better our policing practices.

Like Palomar College Police Department on

[FACEBOOK](#)



Palomar College Police Department

[INSTAGRAM](#)



@PCPDBlue

Palomar College Police Department uses social media to bring the community the most updated information. Be the first to learn about upcoming campus police events, important notifications, and much more!

Or, visit the PCPD website:



To report a crime or an emergency on any Palomar College campus location, call campus police at **760-891-7273 (from a cell phone), dial Ext. 2289 (from any campus phone), or text us at 760-891-6154.**

Dispatchers are available 24 hours a day to answer your calls. In response to a call, PCPD will take the necessary action required for the incident.

You can also visit us in person at:

Palomar College Police Department
1140 West Mission Road, **PD Building (Main Office)**
San Marcos, CA 92069

Escondido Education Center Substation
1951 East Valley Parkway, **Room 801**
Escondido, CA 92025

Fallbrook Education Center
35090 Horse Ranch Creek Road, **FC Building**
Fallbrook, CA 92028

Rancho Bernardo Education Center
11111 Rancho Bernardo Road, **Room 108**
San Diego, CA 92127



ABOUT PALOMAR COLLEGE

Palomar College is a public two-year community college. The main campus is located in San Marcos, California, approximately 30 miles north of San Diego. The College enrolls approximately 25,000 full-time and part-time students. Residents of California are charged only \$46 per unit. At Palomar, students may choose from over 150 associate degree and certificate programs, complete the first two years of a bachelor's degree, gain career training, or enjoy personal enrichment classes.

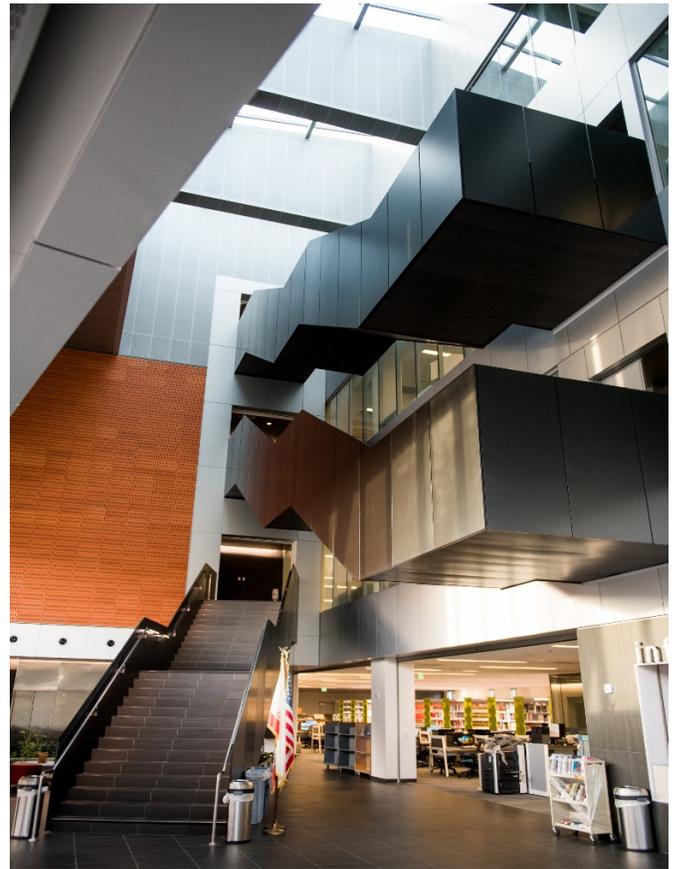
Mission Statement

Our mission is to provide an engaging teaching and learning environment for students of diverse origins, experiences, needs, abilities, and goals. As a comprehensive community college, we support and encourage students who are pursuing transfer-readiness, general education, basic skills, career and technical training, aesthetic and cultural enrichment, and lifelong education. We are committed to helping our students achieve the learning outcomes necessary to contribute as individuals and global citizens living responsibly, effectively, and creatively in an interdependent and ever-changing world. See more on the [Strategic Planning website](#).

Educational Philosophy

The educational philosophy of Palomar College is based upon belief in the value of the individual and belief in the individual's potential for intellectual, ethical, personal, and social growth. Only through growth in these areas and responsible examination of the question of personal rights can the rights of an individual in a democratic society be fully understood. The fundamental assumption of the democratic way of life is the intrinsic worth of the individual. This assumption, therefore, becomes the fundamental principle of public education in a democratic community.

In order to become an effective member of a democratic society, an individual must take part in a free exchange of ideas. Only within a free society is the individual assured this free exchange of ideas and the maximum freedom of choice and opportunity for self-realization consistent with the



freedoms and opportunities of others. Only within a free society can the human personality attain its greatest stature.

The community college, by providing equal opportunities for individuals to develop their differing abilities and interests, enables students to realize more fully their potentials. Thus, their talents become more readily available to the community, and their participation in society becomes more effective.

In keeping with this educational philosophy, Palomar Community College District declares itself a safe haven for learning and reaffirms its unequivocal support of all students regardless of race, religion, national origin, immigration status, sexual orientation, family structure, or gender identity.

Accreditation

Palomar College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges (ACCJC/WASC), an institutional accrediting body recognized by the Council of Higher Education Accreditation and the Department of Education.

CAMPUS LOCATIONS

San Marcos – Main Campus

1140 West Mission Road
San Marcos, CA 92069
(760) 744-1150

Escondido Education Center

1951 East Valley Parkway
Escondido, CA 92027
(760) 744-1150 Ext. 8134

Fallbrook Education Center

35090 Horse Ranch Creek Road
Fallbrook, CA 92028
(760) 744-1150 Ext. 8464

Rancho Bernardo Education Center

11111 Rancho Bernardo Road
San Marcos, CA 92127
(760) 744-1150 Ext. 8464

Education Site Locations

Camp Pendleton – Joint Education Center
| Bldg. 1331 | (760) 725-626

Fallbrook High School – 2400 S. Stagecoach Lane
| Fallbrook, CA 92028 | (760) 723-1058

Pauma – 1010 Pauma Reservation Road
| Pauma Valley, CA 92061 | (760) 742-1121

Ramona Community Campus – 1010 Ramona
Street | Ramona, CA 92065 | (760) 487-3608

Ramona High School – 1401 Hanson Lane
| Ramona, CA 92065 | (760) 787-3608

Public Safety Training Center – 182 Santar Place
San Marcos, CA 92069 | (760) 744-1150 Ext. 1721

For driving directions or additional campus
information visit

<https://www2.palomar.edu/pages/about/locations/>



THE CLERY ACT



The “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998” Commonly referred to as the “Clery Act,” requires institutions of higher education receiving federal financial aid to report specified crime statistics

and policy statements on college campuses and to provide other safety and crime information to members of the campus community.

On March 7, 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013 (VAWA), which amended the Clery Act to require institutions to compile statistics for incidents of dating violence, domestic violence, sexual assault, and stalking and to include certain policies, procedures, and programs pertaining to these incidents in our Annual Security Report (ASR).

Jeanne Clery was sexually assaulted and murdered in 1986, in Bethlehem, Pennsylvania while attending college at Lehigh University. This incident brought nationwide attention to crime disclosure pertaining to incidents that are reported on campus.

Jeanne’s parents campaigned for legislative reform following their daughter’s death. This resulted in the Clery Act, a federal law requiring secondary education institutions receiving federal student financial aid programs to publish an Annual Security Report that discloses crime statistics for the previous three years. This publication is directed towards current and prospective students and employees.

Annual Disclosure of Crime Statistics Statement

The Palomar College Police Department prepares this report to comply with the Clery Act using information maintained by the Police Department, Office of Student Life & Leadership, Campus Security Authorities, and information provided by local law enforcement agencies surrounding our campus and education centers. The statistical information in this report allows members of the campus community to be informed about criminal activity occurring on the San Marcos Campus, the Escondido Education Center, Rancho Bernardo Education Center, Fallbrook Education Center, Non-Campus properties which are owned or controlled by the College, and Public Property adjacent to the San Marcos Campus and the Education Centers.

WHAT IS THE ANNUAL SECURITY REPORT?

Compiling the Report

The Annual Security Report contains three years of Clery crime statistics, information about the college, emergency preparedness, crime prevention, policies, and much more. The report complies with the Clery Act using information maintained by the Police Department, Office of Student Life & Leadership, Campus Security Authorities, and information provided by local law enforcement agencies surrounding our campus and education centers. This report is a great resource for future and current students, faculty, and the surrounding community.

Within the Annual Security Report is three years of campus Clery crime statistics. Each crime reported in this document has occurred in a location that directly relates to the campus and education centers, whether it is on the campus, a sidewalk, on the perimeter of the campus, or another facility housing a class for our college.

The statistical information in this report allows members of the campus community to be informed about criminal activity occurring on the San Marcos Campus, the Escondido Education Center, Rancho Bernardo Education Center, Fallbrook Education Center, non-campus properties which are owned or controlled by the College, and public property adjacent to our San Marcos campus and education centers.

Law Enforcement and Jurisdiction

The Palomar College Police Department (PCPD) is responsible for providing police services for all four locations. PCPD has complete police authority to arrest, pursuant to California Penal code Section 830.32. Palomar College Police Officers are certified through the California Commission on Peace Officer Standards and Training (POST). The officers undergo continued training to enhance their skills and have been trained in First Aid and CPR. Officers are responsible for reporting and investigating crimes and traffic accidents, responding to medical emergencies, issuing traffic citations, enforcing state laws and local ordinances and all other incidents requiring police assistance.

Jurisdiction on the Palomar College locations is shared with local law enforcement agencies. The San Diego Sheriff's Department for the San Marcos Campus and Fallbrook Education Center, the Escondido Police Department at the Escondido Education Center, and the San Diego Police Department for the Rancho Bernardo Education Center. Palomar College has memorandums of understandings with these allied agencies to have concurrent jurisdiction on all locations and upon all properties owned or controlled by Palomar College that are located within their respective jurisdictions.

Part I Crimes, such as rape, murder, aggravated assault, robbery, and arson are reported to the jurisdiction law enforcement authority for that area. A joint investigation effort will be conducted between the Palomar College Police Department and the jurisdictional agency. This is accomplished through the memorandum of understanding (MOU). The prosecution of all criminal offenses, both felony and misdemeanor, are conducted through the San Diego County District Attorney's Office.



60 Day Crime Log

The Clery Act requires all colleges and universities that participate in federal financial aid programs to keep and disclose information about the crimes that occur on and near their campuses.

PCPD publishes an updated crime log within two business days of obtaining the reporting information. The log lists the nature of the crime, date of report, the date and time of occurrence, and general location, as well as the disposition of the incident, if known. This keeps the community informed of criminal activity pertaining to Palomar College.

To receive crime information older than 60 days, please contact the PCPD Interim Records Coordinator at 760-744-1150 Ext. 3961.

Policy Statement

During business hours, the District will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours access to all District facilities is by key, if issued, or by admittance via the Police Department. In the case of periods of extended closing, the District will admit only those with prior written approval to all facilities.

All individuals assigned District keys must follow the District's Key System Regulations established by the Facilities Department of the Finance and Administrative Services Division. Regulations and forms are available on the District's website.

Emergencies may necessitate changes or alterations to any posted schedules. Areas that are revealed as problematic will have regular periodic security surveys. The Chief Student Services Officer (VP of Student Services), administrators from Instruction, Facilities, Finance and Administrative Services, and others concerned with problematic areas review these survey results. These surveys examine security issues such as landscaping, locks, alarms, lighting, and communications. Furthermore, the Safety and Security Committee examines the operation of the District with respect to safety and security. Areas considered by the Committee are: safety manual, periodic safety inspections, general security of facilities, inspection of hazardous materials and equipment, designated of dangerous areas, general laboratory safety, and all matters concerning risk management.

Additionally, during the academic year, the District's Facilities Maintenance Officer(s) Facilities Director, the Chief of Police and Maintenance staff shall meet to discuss campus security and access issues of pressing concern.

Campus Security Authorities (CSA) are distinguished mandated reporters. A CSA is an individual, who by virtue of their campus responsibilities and under the Clery Act, is designated to receive and report criminal incidents to the Department of Education so that they may be included and published in the university's Annual Security Report. They have completed training on appropriately handling and

reporting crimes, victim relations and support, and related school policies.

Who is a Campus Security Authority?



- Law Enforcement and Community Service Officers
- Athletic Director, Coaches, Assistant Coaches and Athletic Trainers
- Advisors to Student Organizations
- Faculty and Staff who supervise field trips and District sponsored events and activities
- College Administrators
- Academic and Peer Counselors
- Title IX Coordinator and staff
- Director and staff of the Student health Center
- Director and staff of the Office of Student Life & Leadership



Responsibilities

Any CSA who becomes aware of a Clery reportable crime must report the incident to PCPD as soon as possible via police dispatch at 760-891-7273, in order to ensure that the college complies with the Timely Warning provision of the Clery Act if applicable. The following information must be reported to the Police Department:

1. *The details of the incident(s) – sufficient to properly classify the type of crime.*
2. *The location of the incident.*
3. *The date and time the incident occurred.*
4. *The date and time the CSA was advised of the crime. CSA's are not expected nor required, nor encouraged to share personal identifying information (PII) that identifies the victim or alleged perpetrator with the Police Department without the permission of the victim.*

Confidential Crime Reporting

Occasionally, a person may want to seek assistance anonymously. For example, a victim of sexual assault may wish to seek help, medical or otherwise, without contact with law enforcement. This can be done by confidentially reporting the incident to a designated CSA. The CSA can provide information and resources and serve as an agent to obtain the support needed without filing a police report.

Exemptions to Campus Security Authority

The Clery Act specifically excludes the following persons from Clery reporting requirements when the person is operating in the course and scope of their license:

- **Pastoral Counselor** – A person who is associated with a religious order or denomination and is recognized by that religious order or denomination as someone who provides confidential counseling within the scope of their position as a Pastoral Counselor. Palomar College does not have Pastoral Counselors.
- **Professional Counselor** – A person whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of his or her license or certification.

Pastoral and Professional Counselors who learn about Clery reportable crimes in the performance of their official duties are not required to report these crimes to the Clery Compliance Officer for inclusion in the annual security report or for the purpose of a Timely Warning, nor are the counselors instructed to encourage such reporting. Board Policy 3525 (BP 3525) encourages persons being counseled to report crimes on a voluntary, confidential basis for inclusion in the annual crime statistics.

Policy Statement

The Superintendent/President shall ensure that, as required by law, reports are prepared of all occurrences reported to the District police of arrests for crimes committed on each campus, center, or site that involve violence, hate violence, theft or destruction of property, illegal drugs, or alcohol intoxication. The Superintendent/ President shall further ensure that required reports of non-criminal acts of hate violence are prepared. Such reports shall be made available as required by law.

Reporting to Police Dispatch

Provide the dispatcher with a description of the type of situation which is occurring, location, time of occurrence, any injuries or medical emergency, and weapons involved. Provide a description of the people and vehicles involved (e.g., make, model, color, and license plate of the vehicle, and the direction of travel).

When Reporting a Crime, Try to Remember....

- **Where**- Where is the incident occurring? Location, Location, Location; the dispatcher cannot send assistance if we do not know where the incident is occurring. We understand that someone may walk into your office or classroom and ask for assistance, so please ask where the incident is occurring.
- **What** - What is happening? The dispatcher needs to know if this is an emergency such as people fighting, whether there are weapons involved, whether anyone is injured. Or, are we taking a cold crime report, jump starting a vehicle, or unlocking a classroom?
- **Who and Descriptions** – Who is involved in the incident, student, staff, adult, or juvenile?

Persons: When taking a description, start from the top of the head and work down. E.g., yellow t-shirt with black writing, blue jeans, and black cowboy boots.



Vehicles: Start with the color. If two toned, start from the top to the bottom, black over red sedan. Make, model and year of the vehicle. License number and any distinguishing markings that would make the vehicle stand out when officers are searching for the vehicle.

Direction of Travel: Know the campus and use landmarks to describe the direction of travel. The black pickup drove out the Borden Road exit from Lot 9. Or the person is running up the sidewalk between the MD building and the SU Building.

TIMELY WARNINGS

Policy Statement

PCPD alerts the campus community about any Clery-reportable crime that is reported to campus security authorities or local police agencies, that occurs within the campus or education center area (the federally defined “Clery geography”) and is considered to represent a serious or ongoing threat to students, faculty, and staff. Any crime representing a serious or ongoing threat affecting the campus is reported by attending Officer to the Palomar College Police Chief.

In the event a situation arises, either on or off campus, that in the judgment of the Chief of Police constitutes an ongoing or continuing threat, the Chief of Police or designee, will draft an email containing the proposed Timely Warning and forward it to the Director of Communications, Marketing and Public Affairs. The Director will review and revise the text as needed, and then send the Timely Warning to the college community as a mass email. Updates to the college community about any particular case resulting in a Timely Warning may also be distributed electronically via mass email or posted on the college website at www.palomar.edu.

The Palomar College Chief of Police and the Title IX Coordinator (or their designees) are responsible for determining if a Timely Warning will be issued for non-stranger sexual assaults. Consultation with other college staff may occur on a need-to-know basis. When faced with an emergency, it is important to take action to provide for one’s own safety.

As a general rule, it is best practice to follow the instruction of police, fire, and medical first responders, Blackboard Connect messages, and college officials, unless doing so creates imminent danger. The Emergency Guide for situations that call for immediate action is available.

Anyone with information warranting a Timely Warning should report the circumstances to the Police Department by calling 760-891-7273 or extension 2289 from a college phone, or in person at the Police Department located at 1140 West Mission Road, San Marcos, CA 92069

EMERGENCY NOTIFICATIONS AND EVACUATION

Policy Statement

The District shall have emergency response and evacuation procedures for notifying the campus community in the event of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus.

The Superintendent /President shall establish procedures that ensure that the District implements a plan to activate in the event of an emergency, or the occurrence of a natural disaster or hazardous condition. This plan must comply with the National Incident Management System (NIMS), the Standardized Emergency management System (SEMS) and should incorporate the functions and principles of the Incident Command System (ICS), the Master Mutual Aid Agreement (MMAA) and any other relevant programs. The plan must incorporate NIMS and SEMS to facilitate the coordination between and among agencies in the event of an emergency or natural Disaster.

District personnel must be informed that, as public employees, they are also disaster service workers during national, state, and local emergencies. The district must ensure that its employees are in compliance with the disaster service worker oath Requirements.

About the Plan

- Conforms to the State-mandated SEMS and Federal-mandated NIMS to effectively coordinate emergency response at all levels in compliance with ICS and Comprehensive Preparedness Guide (CPG) 101.
- Establishes response policies and procedures, providing Palomar Community College District with clear guidance for planning purposes.
- Describes and details procedural steps necessary to protect lives and property.
- Outlines coordination requirements
- Provides a basis for ongoing unified training and response exercises to ensure compliance.

The District Emergency Plan meets the requirements of the City of San Marcos, City of Escondido, City of San Diego, and the County of San Diego policies on emergency response and planning, the SEMS, and NIMS. Appendices to the Plan identify primary and support roles of the District and campuses in incident response, after-incident damage assessment, and reporting requirements.

COMMUNICATION

Type of Emergency

In the event of an emergency which poses an immediate threat to health or safety of the campus, a notification will be issued by the Director of Marketing, Communications, and Public Affairs without delay. Events that qualify for an emergency notification include but are not limited to:

- Extreme weather conditions
- Earthquake
- Gas leak
- Acts of terrorism
- Armed intruder
- Bomb threat
- Civil Unrest
- Airplane crash
- Structure or Wildfire
- Hazardous material incident



Some or all of these methods of communication may be activated in the event of a serious incident or an immediate threat to the campus community. These methods of communication include, but are not limited to:

- Palomar College Website: www.palomar.edu
- District Wide Emergency Notification System
- Opt-in Text Messaging
- Emergency Notification Towers and Wall Mounted Phones
- Electronic Signs on Campus and Campus Entrance Media Communications

Individuals can also call the District's recorded information telephone line at 760-891-7115 or contact Campus Police.

The District Emergency Operations Plan addresses the responsibilities of Palomar Community College District in the emergencies associated with natural disasters, human-caused emergencies, and

technological incidents. It provides a framework for coordination of response and recovery efforts within the district in coordination with local, state, and federal agencies which establishes an emergency organization to direct and control operations at all locations during a period of emergency by assigning responsibilities to specific personnel or positions.

All public employees (Palomar Community College District employees) are considered Disaster Service Workers and are subject to disaster service activities as may be assigned to them by their supervisors or by law. During emergencies they must remain on site to carry out assigned responsibilities.

Trained staff who are familiar with emergency procedures and any assigned responsibilities, during an emergency, will serve on response teams and implement response procedures to ensure the safety of students and staff. Campus Disaster Service Workers will ensure students and employees are directed to a safe location.

Policy Statement

The District Emergency Operations Plan is consistent with the Standardized Emergency Management System (SEMS) and National Incident Management System (NIMS) guidelines. The guidelines provide standardized training modules with competency requirements for each level of activation and responsibility. Training is a key component to ensure successful emergency operations. The Human Resources Department is responsible for maintaining SEMS/NIMS Training Compliance Records.

The Environmental Health and Safety Department and Campus Police will coordinate annual training for all staff with assignments identified in the site's Emergency Response Plan at the college's Emergency Operation Center (EOC) located in the Police Department building. All new staff members will receive a basic orientation. The orientation may simply involve major concepts of SEMS and ICS, key evacuation locations, review of position checklists, and the location of important resources.

| | Emergency Notifications | Timely Warnings |
|---------------------------------------|---|--|
| Who Gets Notified | Entire campus and affected area | Entire campus |
| Triggering Incident | Any situation thought to represent an immediate threat to the safety of the campus community | Clery reportable crimes which present a serious and ongoing threat to the Campus Community |
| Timeline for Sending a Message | As soon as first responders confirm a significant emergency or dangerous situations exists | When it's determined that a Clery reportable crime has occurred and meets the above criteria |
| Communication & Updates | College Website, District Wide Emergency Notification System, Opt-in Text Messaging, Emergency Notification Towers and Wall Mounted Phones, Electronic Signs on Campus and Campus Entrance Media Communications | |

| Palomar College Safety Events | |
|--|--|
| Outreach Event: Drug and Alcohol Awareness | Brings awareness to the campus community, this event focused on Alcohol and Drug Awareness, Emergency Preparedness, Hazing Prevention, Bystander Intervention and Risk Reduction, Domestic Violence Awareness, and Crime Prevention and Awareness |
| Outreach Event: Public Safety Outreach | Brings awareness to the campus community, this event focused on Alcohol and Drug Awareness, Emergency Preparedness, Hazing Prevention, Bystander Intervention and Risk Reduction, Domestic Violence Awareness, and Crime Prevention and Awareness by bringing over 800 volunteers from local agencies and campus groups together. |
| National Campus Safety Awareness Month: Drug and Alcohol Awareness | Brings awareness to the campus community, this event focused on Alcohol and Drug Awareness, Emergency Preparedness, Hazing Prevention, Bystander Intervention and Risk Reduction, Domestic Violence Awareness, and Crime Prevention and Awareness. |
| National Campus Safety Awareness Month: Bystander Intervention, Risk Reduction, and Being Prepared | Brings awareness to the campus community, this event focused on Alcohol and Drug Awareness, Emergency Preparedness, Hazing Prevention, Bystander Intervention and Risk Reduction, Domestic Violence Awareness, and Crime Prevention and Awareness. |
| Coffee with a Cop - All Locations | This is a chance for the community and our Officers to engage in casual conversations. This gives members of the community to ask questions, voice concerns, learn about career opportunities, and get to know the Officers on their campus and/or education center. |
| Outreach Event: Domestic Violence Unity Day | In conjunction with community partners, resources and educational materials on Domestic Violence, Sexual Assault, Dating Violence, Stalking, Bullying and more. The Women's Resource Center, Vista Community Clinic, North County Health Center, and other community members joined in to bring awareness and education to the Palomar College Campus and education centers. |
| Outreach Event: Safety Preparedness Event | Brings awareness to the campus community, this event focused on Alcohol and Drug Awareness, Emergency Preparedness, Hazing Prevention, Bystander Intervention and Risk Reduction, Domestic Violence Awareness, and Crime Prevention and Awareness. |
| Campus Police Committee Meeting | Students, faculty, and staff meet monthly during the school year to represent the Campus Police Committee to state concerns or ask questions of Campus Police practices and policies to make the campus a safer environment. |
| New Employee Orientation | Human Resources holds a new employee orientation periodically to initiate the on-boarding process. Campus Police briefs the on-boarding employees on safety, police resources, and on the Clery Act. |
| Community Trust Talks | Officer Perez hosts community trust talks for students who know English as a second language throughout each school year. This can help with gaining confidence that police will be understanding and to teach students with language barriers about policing. |
| Classroom and Teaching and Learning Center (TLC) Talks | Officers, Community Service Officers, and Dispatchers periodically speak in classrooms and at the TLC building to give insight on each position, the campus police's role within the college, and how to obtain a career within law enforcement. |
| Please view the Palomar College Police Department webpage for additional information to include the Run. Hide. Fight. video for active shooter preparedness. | |



STUDENT LIFE & LEADERSHIP



Policy Statement

The Superintendent/President shall designate the Director of Student Life & Leadership (SL&L) with the responsibility to administer the Standards of conduct as described in Administrative Procedure 5500 (AP 5500) - Standards of Student Conduct. The Office of SL&L is located in SU 201 on the San Marcos campus and works closely with the Palomar College Police Department in creating a safe environment for our students and staff.

Students must abide by the Standards of Student Conduct (commonly referred to as the 'Code of Conduct'). Students who are alleged to be in violation of a Code of Conduct must meet with the Director or Supervisor of SL&L for a due process meeting. The purpose of this procedure is to provide a prompt and equitable means to address violations of the Standards of Student Conduct, which guarantees that students who are allegedly in violation of the code are granted their due process rights guaranteed to them by the California and United States Constitutions. During these meetings, the Office of SL&L also works to ensure that all students are supported across campus to promote students' personal and academic success.

Faculty and staff may file an Incident Report when an alleged violation of the Palomar College Code of Conduct occurs. All conduct meetings are kept private and information about the nature and outcome of the meetings are not shared with others unless there is a safety concern, or the student provides written consent to share the information with others.

The Office of SL&L coordinates a Student of Concern (SOC) program for the campus community. An Incident Report may be submitted to SL&L which informs the SOC committee of concerns and/or challenges students may be facing. Student situations are discussed in a confidential setting with the Assistant Director of

Behavioral Health, the Director of Student Life and Leadership and identified team members who share an expertise in the area of concern. The group meets weekly to connect students with resources to ensure their health, welfare, and academic sustainability.

If a student believes they have been the subject of an unjust action they can schedule an appointment with the Office of SL&L to discuss a complaint or a grievance. Please note, The Office of SL&L does not manage grade disputes. The Office of Instruction handles gradedisputes and information regarding the grade dispute policy and the procedure can be obtained by contacting the Office of Instruction or visiting their website.

Palomar College is a place for all students. Palomar College has many Safe Zones on campus for our students. Look for the "Safe Zone" stickers on windows and doors.

Current Safe Zones:

- [ALASS](#)
- [ASG](#)
- [Behavioral Health](#)
- [Counseling Services](#)
- [Enrollment Services](#)
- [PC3H](#)
- [Student Services](#)
- [Pride Center](#)
- [Campus Police](#)
- [Office of Student Life & Leadership](#)



DISTRICT POLICIES

Prohibition of Alcohol

The unlawful possession, use, and sale of alcoholic beverages is prohibited on District property, during District-sponsored field trips, field courses, activities, or workshop, and in any facility or vehicle operated by the District.

The District enforces all state laws regarding the possession, use, and sale of alcoholic beverages, including those prohibiting the consumption of alcoholic beverages by person under the age of 21.

Violation of this prohibition will result in appropriate action up to and including termination of employment, expulsion, and referral for prosecution, or, as permitted by law, may require satisfactory participation in an alcohol abuse assistance or rehabilitation program.

Prohibition of Drugs

The unlawful manufacture, distribution, dispensing, possession of any illegal drug is prohibited on District property, during District-sponsored field trips, field courses, activities, or workshops, and in any facility or vehicle operated by the District.

The District enforces all State and Federal laws regarding the possession, use, sale, manufacture or distribution of illegal drugs.

Violation of this prohibition will result in appropriate action up to and including termination of employment, expulsion, and referral for prosecution, or, as permitted by law, may require satisfactory participation in an alcohol or drug abuse assistance or rehabilitation program.

The District's Board Policy 3550 (BP 3550), Drug Free Environment and Drug Prevention Program, prohibits the possession, use, and sale of alcoholic beverages and illicit drugs by employees acting within the scope of employment and requires enforcement of state underage drinking laws and Federal and State enforcement of Federal and State drug laws.



The District's Administrative Procedure 3550 (AP 3550), Drug Free Environment and Drug Prevention programs, states the District's commitment to encouraging employees with dependency problems to seek rehabilitation and recovery. This procedure further provides for reasonable accommodations to employees to assist them in resolving their dependency problems and states that the District will provide access and referral to Employee Assistance Programs that offer counseling, assistance, and treatment.



Weapons on Campus Policy Statement

All weapons are prohibited on the Palomar College campus and education centers. Except for sworn law enforcement officials, it is a felony to bring or possess an electronic control device (Taser) ANY firearm on any California school campus (626.9 PC). It is also a felony to possess any air gun, including pellet and BB guns that utilize air, CO2, or spring pressure to propel a metallic projectile. Knives with a blade length of over 2.5 inches, dirks, daggers, and ice picks are also illegal (626.10)

Sex Offense Policy Statement

The District shall include in its Annual Security Report a statement advising the campus community where information pertaining to registered sex offenders may be obtained.

A sex offender who must register for committing a crime against a minor victim under the age of 16 is prohibited from serving as an employer, employee, contractor, or volunteer in any capacity in which the sex offender would be working directly and in an unaccompanied setting with minor children on more than an incidental and occasional basis or involving having supervision or disciplinary power over minor children.

Per California Penal Code 290, sex offenders are required to register with the police in the jurisdiction in which they reside and at institutions of higher learning if they are students or if they work as employees, contractors, or volunteers. A sex offender who is an employee or volunteer in the District must disclose his/her status as a registrant upon his/her application or acceptance of the position if he/she 1) would be working directly and

in an unaccompanied setting with minor children on more than an incidental and occasional basis or have supervision or disciplinary power over minor children or 2) would be working directly and in an accompanied setting with minor children and his/her work would require touching minor children on more than an incidental basis. Sex offenders who may be required to register should do so at the Palomar College Police Department.

Information concerning registered sex offenders can be obtained from the California Department of Justice Megan's Law website at www.meganslaw.ca.gov.

Registered Sex Offenders

Sex offenders must register with Palomar College Police Department within five working days of enrolling into classes at Palomar College.

Disclosure of Results of Disciplinary Proceedings

Requests to obtain information involving registered sex offenders at Palomar College may be requested through police records.

Violence on Campus and in the Workplace Policy Statement

Palomar College will not tolerate violence or threats of violence on campus or education centers in connection with District events. Employees who violate this policy (or who bring false charges) will be subject to disciplinary action, up to and including termination. Persons who violate the law are subject to arrest. Students who violate this policy could be in violation of the Student Code of Conduct and subject to disciplinary action ranging from a reprimand, possible suspension up to expulsion. Additionally, students who violate the law are subject to arrest.

Equal Employment Opportunity Policy Statement

The Governing Board supports the intent set forth by the California Legislature to assure that effort is made to build a community in which opportunity is equalized and community colleges foster a climate of acceptance with the inclusion of faculty and staff from a wide variety of backgrounds. It agrees that diversity in the academic environment fosters

cultural awareness, mutual understanding, respect, harmony, and suitable role models for all students. The Board therefore commits itself to promote the total realization of equal employment through a continuing equal employment opportunity program.

In all phases of recruitment and hiring, equal opportunity is afforded to all employees and qualified applicants for employment without discrimination on the basis of characteristics including, but not limited to: ethnic group identification, race, color, national origin, religion, socio-economic status, age, sex, gender, gender identity, physical or mental disability, sexual orientation, political affiliation, transgender, marital status, veteran status, medical conditions, union membership or on the basis of these perceived characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

The Superintendent/President shall develop, for review and adoption by the Board, a plan for equal employment opportunity that complies with the Education Code and Title 5 requirements as from time to time modified or clarified by judicial interpretation. The Vice President, Human Resource Services is the responsible District officer charged with receiving formal complaints of equal employment opportunity violations and coordinating the investigation.

Also see Board Policy 3410 (BP 3410) - Nondiscrimination, Administrative Procedure 3420 (AP 3420) - Equal Employment Opportunity, Administrative Procedure 3435 (AP 3435) - Discrimination and Harassment Investigations and Training, Board Policy 7100 (BP 7100) - Commitment to Diversity, Board Policy 7120 (BP 7120) and Administrative Procedure (AP 7120) - Recruitment and Hiring, and the District's Equal Employment Opportunity (EEO) Plan.



Nondiscrimination Policy Statement

The District is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities. In addition, all students have the right to participate fully in the educational process, free from discrimination and harassment.

The District, and each individual who represents the District, shall provide equal access to its services, classes, and programs without regard to national origin, religion, age, gender, gender identity, gender expression, race, ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or because he/she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

No District funds shall ever be used for membership, or for any participation involving financial payment or contribution on behalf of the District or any individual employed by or associated with it, to any private organization whose membership practices are discriminatory on the basis of national origin, religion, age, gender, gender identity, gender expression, race, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, or because he/she is perceived to have one or more of the foregoing characteristics, or because of his/her association with a person or group with one or more of these actual or perceived characteristics.

All courses, including noncredit classes, shall be conducted without regard to the gender of the student enrolled in the classes. As defined in the Penal Code, "gender" means sex, and includes a person's gender identity and gender-related appearance and behavior whether or not stereotypically associated with the person's assigned sex at birth. The District shall not prohibit any student from enrolling in any class or course on the basis of gender. Academic staff, including but not limited to counselors, instructors, and administrators shall not offer program guidance to

students which differs on the basis of gender. Insofar as practicable, the District shall offer opportunities for participation in athletics equally to male and female students.

The District shall from time to time as necessary provide professional and staff development activities and training to promote understanding of diversity.

The Superintendent/President shall establish administrative procedures that ensure all members of the District community can present complaints regarding alleged violations of this policy and have their complaints heard in accordance with the Title 5 regulations and those of other agencies that administer state and federal laws regarding nondiscrimination.

Also see Board Policy 3420 (BP3420) and Administrative Procedure 3420 (AP 3420) - Equal Employment Opportunity, Board Policy 3430 (BP 3430) and Administrative Procedure 3430 (AP 3430) - Prohibition of Harassment, Administrative Procedure 3435 (AP 3435) - Discrimination and Harassment Investigations and Training, and Board Policy BP7120 and Administrative Procedure 7120 (AP 7120) - Recruitment and Hiring.

Prohibition of Harassment Policy Statement

All forms of harassment are contrary to basic standards of conduct between individuals and are prohibited by state and federal law, as well as this policy, and will not be tolerated. The District is committed to providing an academic and work environment that respects the dignity of individuals and groups. The District shall be free of sexual harassment and all forms of sexual intimidation and exploitation including acts of sexual violence. It shall also be free of other unlawful harassment, including that which is based on any of the following statuses: race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, or sexual orientation of any person, or because he/she is perceived to have one or more of the foregoing characteristics.

The District seeks to foster an environment in which all employees and students feel free to report incidents of harassment without fear of retaliation or reprisal. Therefore, the District also strictly prohibits retaliation against any individual for filing a complaint of harassment or for participating in a harassment investigation. Such conduct is illegal and constitutes a violation of this policy. All allegations of retaliation will be swiftly and thoroughly investigated. If the District determines that retaliation has occurred, it will take all reasonable steps within its power to stop such conduct. Individuals who engage in retaliatory conduct are subject to disciplinary action, up to and including termination or expulsion.

Academic Freedom Policy Statement

This policy works with Board Policy 4030 (BP 4030) - Academic Freedom and is not intended to inhibit or interfere with freedom of expression and freedom of inquiry within the framework of responsibility. It is understood that staff members exercising their rights under Academic Freedom will accept responsibility for both the substance and the manner of their messages. Any student or employee who believes that he/she has been harassed or retaliated against in violation of this policy should immediately report such incidents by following the procedures described in AP 3435 titled Discrimination and Harassment Investigations and Training. Supervisors are mandated to report all incidents of harassment and retaliation that come to their attention.

This policy applies to all aspects of the academic environment, including but not limited to classroom conditions, grades, academic standing, employment opportunities, scholarships, recommendations, disciplinary actions, and participation in any community college activity. In addition, this policy applies to all terms and conditions of employment, including but not limited to hiring, placement, promotion, disciplinary action, layoff, recall, transfer, leave of absence, training opportunities, and compensation.

To this end, the Superintendent/President shall ensure that the District undertakes education and training activities to counter discrimination and to

prevent, minimize, and/or eliminate any hostile environment that impairs access to equal education opportunity or impacts the terms and conditions of employment.

The Superintendent/President shall establish procedures as defined by law that define harassment on campus. The Superintendent/President shall further establish procedures for employees, students, and other members of the campus community that provide for the investigation and resolution of complaints regarding harassment and discrimination and procedures for students to resolve complaints of harassment and discrimination. All participants are protected from retaliatory acts by the District, its employees, students, and agents. The Vice President, Human Resource Services is the responsible District officer charged with receiving complaints of harassment and coordinating the investigation.

This policy and related written procedures (including the procedure for making complaints) shall be widely published and publicized to administrators, faculty, staff, and students, particularly when they are new to the institution. They shall be available for students and employees in all administrative offices.

Employees who violate the policy and procedures may be subject to disciplinary action up to and including termination. Students who violate this policy and related procedures may be subject to disciplinary measures up to and including expulsion. Also see Board Policy 3410 (BP 3410) - Nondiscrimination, Board Policy 3420 (BP 3420) and Administrative Procedure (AP 3420) - Equal Employment Opportunity, Administrative Procedure 3435 (AP 3435) - Discrimination and Harassment Investigations and Training, Board Policy 4030 (BP 430) - Academic Freedom, and appropriate provisions of applicable collective bargaining agreements/employee handbooks.

Title IX Coordination: Sexual Harassment and Sexual Violence Prevention, Reporting, and Investigation

→ Title IX Coordinator and Assistant Superintendent/Vice President, Human Resources:

David Montoya, (760) 744-1150 ext. 2609
or dmontoya@palomar.edu

→ Deputy Title IX Coordinator:

Shawna Cohen, (760) 744-1150 ext. 2608
or scohen@palomar.edu

Campus Safety Policy Statement

The Governing Board is committed to a safe and secure District work and learning environment. To that end, the Superintendent/President shall establish a Campus Safety Plan and ensure that it is posted or otherwise made available to students and employees. The Campus Safety Plan, addressed in the Annual Security Report, shall include availability and location of the Palomar College Police Department, methods for summoning assistance of the Palomar College Police Department, any special safeguards that have been established, any actions taken in the preceding 18 months to increase safety, and any changes in safety precautions to be made during the next 24 Months.



Skateboards, Roller blades, and Similar Roller Devices Policy Statement

This procedure does not address bicycles which are addressed in the Vehicle Code.

The term “roller device” shall mean roller skates, roller blades, skateboards, coasters, toy vehicles, or any similar device upon which a person may be propelled.

The term “District property” shall mean all property owned by the Palomar Community College District, leased by the District, and rented by the District, including parking lots, driveways, roadways, sidewalks, walkways, structures, including classrooms and non-classroom, and all improvements thereon.



No person shall use a roller device upon any District property.

No person shall use a roller device upon any District property in such a manner as to interfere with the lawful use thereof by motor vehicles or pedestrians. No person shall use a roller device upon District property that is open to the public for commercial purposes, provided that such property is posted indicating that such use is prohibited.

No person shall use a roller device upon or within any drainage channel, ditch, culvert, or other improved storm water control system that is situated, in whole or in part, upon District Property.

Service Animals District Policy Statement

In order to prevent discrimination on the basis of disability, the District will allow an individual with a disability to use a service animal or miniature horse in District facilities and on District property in compliance with state and federal law.



Animals on Campus Policy Statement

With the exception of animals specifically exempted by this policy, animals are not permitted on campus. The following animals are permitted on District property:

- Animals specifically trained to assist individuals with disabilities as a guide, service, or signal dogs
- On-duty police dogs
- With prior campus police approval, animals used for instructional purposes, for a limited time, and under the immediate control of the instructor or handler
- On perimeter roads and sidewalks, leashed animals are permitted

One-time exceptions may be granted for events involving animals. All exceptions require advance approval with the campus police.

Animals are not allowed in unattended vehicles.

Owners of animals accepted or exempted by this policy must ensure vaccinations and licensing requirements are current, that the animals are in good health, and that the animals are registered with the County.



**PLEASE DO NOT
LEAVE YOUR DOG
IN THE CAR**

Owners of animals found on campus in violation of this regulation will be subject to citation and fine as provided by law and/or have their animals impounded by authorized officials.

Smoking and/or Other Tobacco Use Policy Statement

The District shall provide and maintain a workplace and learning environment that is smoke and tobacco-free to promote the safety and health of students, employees, and the public.

Smoking, vaping, and the use of tobacco products are prohibited on all indoor and outdoor property or in vehicles owned, leased, licensed or else otherwise controlled by the Palomar Community College District.

Products covered under this policy include, but are not limited to, cigarettes, cigars, pipes, hookahs, electronic smoking devices, chewing tobacco, spit tobacco, snus, snuff, and dissolvable tobacco products.

Missing Students Policy Statement

Palomar College Police Department will initiate an investigation for any student reported missing. If the investigation proceeds, Palomar College Police Department will partner with an outside agency, respective to their jurisdiction, to provide mutual aid and/or assistance to further investigative measures. Palomar College Police Department has Memorandum of Agreements with surrounding law enforcement agencies which establishes aid when necessary.

More information on Palomar's Policies can be found on Palomar College's website on the [Human Resource Services page](#)



<https://www2.palomar.edu/pages/hr/equitydiversit>
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CLERY ACT CRIMES REPORT

The following represent the Clery crimes reported for 2018-2020 to the Palomar College Police Department. If you have any questions pertaining to this information, please contact campus police at 760-891-7273 or Extension 2289 from a college phone, or in person at the Police Department located at 1140 West Mission Road, San Marcos, CA 92069.

| 2020 Criminal Offenses | | | | | | | |
|---|-------------------|----------------------------------|----------------------------|----------------------------|------------|-----------------|-------|
| OFFENSE | San Marcos Campus | Rancho Bernardo Education Center | Fallbrook Education Center | Escondido Education Center | Non-Campus | Public Property | Total |
| CRIMINAL HOMICIDE, MURDER & NONNEGLIGENT MANSLAUGHTER | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| NEGLIGENT MANSLAUGHTER | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SEX OFFENSE: FONDLING | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SEX OFFENSE: INCEST | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SEX OFFENSE: RAPE | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SEX OFFENSE: STATUATORY RAPE | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| ROBBERY | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| AGGRAVATED ASSAULT | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| BURGLARY | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| MOTOR VEHICLE THEFT | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| ARSON | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| UNFOUNDED CRIMES TO TOTAL | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| 2019 Criminal Offenses | | | | | | | |
|---|-------------------|----------------------------------|----------------------------|----------------------------|------------|-----------------|-------|
| OFFENSE | San Marcos Campus | Rancho Bernardo Education Center | Fallbrook Education Center | Escondido Education Center | Non-Campus | Public Property | Total |
| CRIMINAL HOMICIDE, MURDER & NONNEGLIGENT MANSLAUGHTER | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| NEGLIGENT MANSLAUGHTER | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SEX OFFENSE: FONDLING | 3 | 0 | 0 | 0 | 0 | 0 | 3 |
| SEX OFFENSE: INCEST | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SEX OFFENSE: RAPE | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SEX OFFENSE: STATUATORY RAPE | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| ROBBERY | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| AGGRAVATED ASSAULT | 1 | 0 | 0 | 0 | 1 | 0 | 2 |
| BURGLARY | 2 | 1 | 1 | 0 | 0 | 0 | 4 |
| MOTOR VEHICLE THEFT | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| ARSON | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| UNFOUNDED CRIMES TO TOTAL | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

2018 Criminal Offenses

| OFFENSE | San Marcos Campus | Rancho Bernardo Education Center | Fallbrook Education Center | Escondido Education Center | Non-Campus | Public Property | Total |
|---|-------------------|----------------------------------|----------------------------|----------------------------|------------|-----------------|-------|
| CRIMINAL HOMICIDE, MURDER & NONNEGLIGENT MANSLAUGHTER | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| NEGLIGENT MANSLAUGHTER | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SEX OFFENSE: FONDLING | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SEX OFFENSE: INCEST | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SEX OFFENSE: RAPE | 1 | 0 | 0 | 0 | 0 | 0 | 1 |
| SEX OFFENSE: STATUATORY RAPE | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| ROBBERY | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| AGGRAVATED ASSAULT | 1 | 0 | 0 | 0 | 0 | 0 | 1 |
| BURGLARY | 2 | 1 | 0 | 0 | 0 | 0 | 3 |
| MOTOR VEHICLE THEFT | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| ARSON | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| UNFOUNDED CRIMES TO TOTAL | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| 2020 Arrest and Referrals | | | | | | | |
|---------------------------|-------------------|----------------------------------|----------------------------|----------------------------|------------|-----------------|-------|
| OFFENSE | San Marcos Campus | Rancho Bernardo Education Center | Fallbrook Education Center | Escondido Education Center | Non-Campus | Public Property | Total |
| ARRESTS | | | | | | | |
| LIQUOR LAW VIOLATIONS | 0 | 0 | 0 | 0 | 1 | 0 | 1 |
| DRUG LAW VIOLATIONS | 0 | 0 | 0 | 0 | 9 | 0 | 9 |
| WEAPONS LAW VIOLATIONS | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| REFERRALS | | | | | | | |
| LIQUOR LAW VIOLATIONS | 4 | 0 | 0 | 0 | 0 | 0 | 4 |
| DRUG LAW VIOLATIONS | 4 | 0 | 0 | 0 | 0 | 0 | 4 |
| WEAPONS LAW VIOLATIONS | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| 2019 Arrest and Referrals | | | | | | | |
|---------------------------|-------------------|----------------------------------|----------------------------|----------------------------|------------|-----------------|-------|
| OFFENSE | San Marcos Campus | Rancho Bernardo Education Center | Fallbrook Education Center | Escondido Education Center | Non-Campus | Public Property | Total |
| ARRESTS | | | | | | | |
| LIQUOR LAW VIOLATIONS | 1 | 0 | 0 | 0 | 0 | 1 | 2 |
| DRUG LAW VIOLATIONS | 0 | 0 | 0 | 0 | 15 | 0 | 15 |
| WEAPONS LAW VIOLATIONS | 0 | 0 | 0 | 0 | 1 | 1 | 2 |
| REFERRALS | | | | | | | |
| LIQUOR LAW VIOLATIONS | 1 | 0 | 0 | 0 | 0 | 0 | 1 |
| DRUG LAW VIOLATIONS | 2 | 0 | 0 | 0 | 0 | 0 | 2 |
| WEAPONS LAW VIOLATIONS | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| 2018 Arrest and Referrals | | | | | | | |
|---------------------------|-------------------|----------------------------------|----------------------------|----------------------------|------------|-----------------|-------|
| OFFENSE | San Marcos Campus | Rancho Bernardo Education Center | Fallbrook Education Center | Escondido Education Center | Non-Campus | Public Property | Total |
| ARRESTS | | | | | | | |
| LIQUOR LAW VIOLATIONS | 1 | 0 | 0 | 0 | 0 | 1 | 2 |
| DRUG LAW VIOLATIONS | 1 | 0 | 0 | 0 | 0 | 8 | 9 |
| WEAPONS LAW VIOLATIONS | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| REFERRALS | | | | | | | |
| LIQUOR LAW VIOLATIONS | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| DRUG LAW VIOLATIONS | 3 | 0 | 0 | 0 | 0 | 0 | 3 |
| WEAPONS LAW VIOLATIONS | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| 2020 VAWA | | | | | | | |
|-------------------|-------------------|----------------------------------|----------------------------|----------------------------|------------|-----------------|-------|
| OFFENSE | San Marcos Campus | Rancho Bernardo Education Center | Fallbrook Education Center | Escondido Education Center | Non-Campus | Public Property | Total |
| DATING VIOLENCE | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| DOMESTIC VIOLENCE | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| STALKING | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| 2019 VAWA | | | | | | | |
|-------------------|-------------------|----------------------------------|----------------------------|----------------------------|------------|-----------------|-------|
| OFFENSE | San Marcos Campus | Rancho Bernardo Education Center | Fallbrook Education Center | Escondido Education Center | Non-Campus | Public Property | Total |
| DATING VIOLENCE | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| DOMESTIC VIOLENCE | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| STALKING | 3 | 0 | 0 | 0 | 0 | 0 | 3 |

| 2018 VAWA | | | | | | | |
|-------------------|-------------------|----------------------------------|----------------------------|----------------------------|------------|-----------------|-------|
| OFFENSE | San Marcos Campus | Rancho Bernardo Education Center | Fallbrook Education Center | Escondido Education Center | Non-Campus | Public Property | Total |
| DATING VIOLENCE | 2 | 0 | 0 | 0 | 0 | 0 | 2 |
| DOMESTIC VIOLENCE | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| STALKING | 1 | 0 | 0 | 0 | 0 | 0 | 1 |

| Hate Crime Reporting | San Marcos Campus | Rancho Bernardo Education Center | Fallbrook Education Center | Escondido Education Center | Non-Campus | Public Property | Total |
|---------------------------|---|----------------------------------|----------------------------|----------------------------|------------|-----------------|-------|
| Race | <p>There were no reported hate crimes for 2018.</p> <p>There were no reported hate crimes for 2019.</p> <p>There were no reported hate crimes for 2020.</p> | | | | | | |
| Gender | | | | | | | |
| Religion | | | | | | | |
| Sexual Orientation | | | | | | | |
| Ethnicity/National Origin | | | | | | | |
| Disability | | | | | | | |
| Gender Identity | | | | | | | |





CRIME DEFINITIONS

CRIMINAL

MURDER AND NON-NEGLIGENT MANSLAUGHTER -

The willful (non-negligent) killing of one human being by another.

NEGLIGENT MANSLAUGHTER - The killing of another person through gross negligence.

AGGRAVATED ASSAULT - An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. Simple assaults are excluded.

ARSON - Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.
*Note that only fires determined through investigation to have been willfully or maliciously set are classified as arsons. Arson is therefore the only Clery Act offense that must be investigated before it can be disclosed. If other Clery Act offenses were committed during the arson incident, the most serious is counted in addition to the arson.

BURGLARY – The unlawful entry of a structure to commit a felony or a theft. Attempted forcible entry is included.

ROBBERY – The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

MOTOR VEHICLE THEFT – The theft or attempted theft of a motor vehicle. A motor vehicle is self-propelled and runs on the surface and not on rails. Motorboats, construction equipment, airplanes, and farming equipment are specifically excluded from this category.

SEX

RAPE - The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

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 age and/or because of his/her temporary or permanent mental incapacity.

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.

The Clery Act requires institutions collect crime statistics for hates crime associated with either the commission of a primary crime or the lesser offenses of larceny-theft, simple assault, intimidation, destruction of or vandalism of a buildings or property.



HATE CRIMES

A Hate Crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Under the Clery Act, Hate Crimes include any of the following offenses motivated by bias:

- Murder and Non-negligent Manslaughter
- Sexual Assault
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Larceny-Theft
- Simple Assault
- Intimidation
- Destruction/Damage/Vandalism of Property

**LOVE IS
STRONGER
THAN HATE**



www.B449NoHate.org



Larceny-Theft, Simple Assault, Intimidation, and Destruction/Damage/Vandalism of Property are included in your Clery Act statistics only if they are Hate Crimes.

LARCENY-THEFT -The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

SIMPLE ASSAULT - An unlawful physical attack by one person on another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

INTIMIDATION - To unlawfully place another person in reasonable fear of bodily harm through the use of

threatening words and/or conduct, but without displaying a weapon or subjecting the victim to actual attack. Includes cyber-intimidation if victim is threatened on Clery geography.

DESTRUCTION, DAMAGE OR VANDALISM OF PROPERTY - To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of the property.

VAWA OFFENSES

DOMESTIC VIOLENCE – A felony or misdemeanor crime of 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 of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**LOVE
IS NOT
ABUSE**

DATING VIOLENCE – Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.



STALKING – Engaging in a course of conduct directed at a specific person that would cause a reasonable person to (1) fear for the person’s safety or the safety of others; or (2) suffer substantial emotional distress.

*Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.

*Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

ARRESTS AND REFERRALS FOR DISCIPLINARY ACTION

The Clery Act requires institutions collect statistics for violations of state law and or ordinances for drug, alcohol, and weapons violations.

LIQUOR LAW VIOLATIONS - The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving

under the influence are not included in this definition.)

WEAPONS POSSESSION - The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

DRUG ABUSE VIOLATIONS - Violations of State and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: Opium or Cocaine and their derivatives (Morphine, Heroin, Codeine); Marijuana; synthetic narcotics (Demerol, Methadone); and dangerous non-narcotic drugs (Barbiturates, Benzedrine).



VICTIM INFORMATION

If you are a victim of a **Prohibited Act of Conduct** your first priority should be to get to a place of a safety. You should then obtain necessary medical treatment if needed. PCPD strongly advocates that victims of sexual assault report the incident in a timely manner; time is a critical factor for evidence collection and preservation.

If you become the victim of a sexual assault on or off campus

- **GET** to a safe place
- **CONTACT** the Palomar College Police Department at 760-891-7273 or your local police agency, if off campus, by dialing 9-1-1.
- **DO NOT** shower, bathe, douche, change or destroy clothing.
- **DO NOT** straighten or clean-up the area.
- **SEEK** medical attention.
- **SEEK** emotional support from local RAPE Crisis Centers (See page 31 for contacts).

After an incident of sexual assault, and domestic violence, the victim should consider seeking medical attention as soon as possible at Palomar or Pomerado Hospital, which offer physical evidence recovery kit collections/access to forensic nurse examiners/sexual assault nurse practitioners.

In California, evidence may be collected even if you choose not to make a report to law enforcement. It is important that a victim of sexual assault not bathe, douche, smoke, change clothing, or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence necessary to the proof of criminal activity may be preserved.

In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease.

Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs, or other copies of documents, if they have any that would be useful to the Director of Student Life & Leadership, Title IX investigators or police. Although the college strongly encourages all members of its community to report to law enforcement, it is the victim's choice whether or not to make such a report, and victims have the right to decline involvement with the police.

College Police will assist any victim with notifying local police if they so desire. Sexual assault and prohibited acts of conduct may also be reported to the Director of Student Life & Leadership at Ext. 2594, and/or the Title IX Coordinator at Ext. 2608.



SERVICES AVAILABLE - RESOURCES

Following is a description of available services and the persons on campus available to provide those services if requested. The departments responsible for providing or arranging them include:

Palomar College Police Department 760-891-7273 or 760-744-1150 Ext. 2289

Health Services 760-744-1150 Ext. 2380

Office of Student Life & Leadership 760-744-1150 Ext. 2594

Counseling Department 760-744-1150 Ext. 2179

Human Resources Services 760-744-1150 Ext. 2609

A description of each of the following procedures:

- Criminal prosecution
- Civil prosecution (i.e., lawsuit)
- District disciplinary procedures, both student and employee
- Title IX Reporting
- Modification of class schedules
- Tutoring, if necessary

The District will investigate all complaints alleging sexual assault under the procedures for sexual harassment investigations described in Administrative Procedure 3435 (AP 3435), regardless of whether a complaint is filed with local law enforcement. All alleged victims of domestic violence, dating violence, sexual assault or stalking on District property shall be kept informed through either the Palomar College Police Department, the Title IX Coordinator, or Student Life & Leadership of any ongoing investigation. Information shall include the status of any student or employee disciplinary proceedings or appeal. However, the specific outcome of the investigation will not be revealed.

The District shall maintain the identity of any alleged victim or witness of domestic violence, dating violence, sexual assault, or stalking on District property, as defined above, confidential, unless the alleged victim or witness specifically waives that right to confidentiality. All inquiries from reporters or other media representatives

about alleged sexual assaults on District property shall be referred to the Director of Marketing, Communications, and Public Affairs who shall work with the Palomar College Police Department to assure that all confidentiality rights are maintained.

When a complainant does not consent to the disclosure of his or her name or other identifiable information to the alleged perpetrator, the college's ability to respond to the complaint may be limited.



EXTERNAL CONTACTS

| Contact | City/Area | Emergency Number |
|-----------------------------------|--------------------|-------------------|
| Police and Fire | Every City | 9-1-1 |
| San Diego Gas & Electric | San Diego County | 1-800-611-7343 |
| Water Emergency | City of San Diego | 619-515-3525 |
| Vallecitos Water District | City of San Marcos | 760-744-0460/0461 |
| Escondido Waste & Water | City of Escondido | 760-839-4662/4722 |
| Fallbrook Public Utility District | Fallbrook | 760-728-1125 |

INTERNAL CONTACTS

| Contact | Emergency Number | Non-Emergency Number |
|-------------------------------|------------------|---|
| Palomar College Police | 760-891-7273 | 760-891-7273 760-744-1150, Ext. 2289 |
| Environmental Health & Safety | N/A | 760-744-1150, Ext. 3677 |
| Risk Management | N/A | 760-744-1150, Ext. 2122 |
| Facilities | N/A | 760-744-1150, Ext. 2629 |
| Public Information | N/A | 760-744-1150, Ext. 2152 |
| Disability Resource Center | N/A | 760-744-1150, Ext. 2359 |

HOTLINES

| | | |
|---|---|--|
| The National Domestic Violence Hotline | 800-799-SAFE (7233) | www.thehotline.org |
| | 800-787-3224 TTY | |
| National Teen Dating Abuse Helpline (Secure Online Chat) | 866-331-9474 | www.loveisrespect.org |
| | https://www.loveisrespect.org/get-help/contact-us/chat-with-us | |
| Women’s Resource Center Hotline | 760-747-3500 | 24 Hour Hotline |
| Rape Crisis Center (Mission Bay) | 858-272-5777 | 24 Hour Hotline |
| San Diego Domestic Violence Council | 800-799-7233 | 24 Hour Hotline |
| | 800-787-3224 TTY | |
| Domestic Violence & Shelter Information | 877-633-1111 | 24 Hour Hotline |
| Rape & Domestic Violence Hotline | 858-272-1767 | 24 Hour Hotline |
| Battered Women’s Shelter/Hotline (Becky’s House) | 619-234-3164 | 24 Hour Hotline |
| Center for Community Solutions | 760-747-6282 | 24 Hour Hotline English/Spanish |



The reasons for reporting the crime to PCPD are:

- To take action which may prevent further crimes being committed including issuing a Timely Warning to the campus community.
- Coordinate the investigation to apprehend the suspect.
- To have the crime recorded for reporting as part of the Clery Act.

* Reporting a crime is separate from choosing to prosecute.



Victim's Rights

The California Constitution confers certain rights to victims of crime (Marsy's Law). For a full list of these rights refer to www.cdcr.ca.gov/victimservices/marsys_law.html. Examples of these rights include, but are not limited to:

- Fairness and Respect - to be treated with fairness and respect for his or her privacy and dignity, and to be free from intimidation, harassment, and abuse throughout the criminal or juvenile justice process.
- Protection from the Defendant - To be reasonably protected from the defendant and persons acting on behalf of the defendant.
- Prevention of Disclosure of Confidential Information - To prevent the disclosure of confidential information or records to the defendant, the defendant's attorney, or any other person acting on behalf of the defendant, which could be used to locate or harass the victim or the victim's family, or which disclose confidential communications made in the course of medical or counseling treatment, or which are otherwise privileged or confidential by law.

Notification to Victims of Crimes of Violence

The Palomar Community College District will upon written request disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as the result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

TITLE IX

Notice of Nondiscrimination

Palomar Community College District is committed to a safe and equitable learning environment for all students and employees. The District does not discriminate on the basis of race, religion, color, national origin, ancestry, ethnic group identification, physical or mental disability, medical condition (including pregnancy), genetic information, marital status, age, sex, gender, gender identity, gender expression, or sexual orientation in any of its policies, procedures, practices, educational programs and employment. The District is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities. In addition, all students have the right to participate fully in the educational process, free from discrimination and sexual harassment. Sexual harassment includes incidents involving sexual harassment or sexual violence, including, but not limited to, sexual assault, rape, dating violence, domestic violence, or stalking. Any student or employee who believes that he/she has been harassed or retaliated against in violation of this notice should immediately report such incidents by following the procedures described on this website. Supervisors are mandated to report all incidents of harassment and retaliation that come to their attention.

Palomar Community College District is an equal opportunity employer. When an incident of sexual assault, dating violence, domestic violence, or stalking is reported, whether the incident occurred

on or off campus, the District will provide the reporting party with a written explanation of their rights and options.

How to Report a Sexual Assault on Campus to the Title IX Coordinator

To report sexual harassment, sexual assault, domestic or dating violence, stalking, or threat of any of these committed by a student, staff, faculty, or other member of the campus community, with or without filing a police report and whether on or off campus, contact the Title IX Coordinator or Deputy Title IX Coordinators.

You can also submit an online reporting form:

[Unlawful Discrimination and Sexual Harassment Complaint Form](#)

Please submit this form to Human Resource Services, Room A-1 or mail to:

Assistant Superintendent/Vice President of Human Resource Services
Palomar College, Human Resource Services,
1140 W. Mission Rd., San Marcos, CA 92069
760-744-1150 Ext. 2609

Retaliation is prohibited against any person who assists someone with a report of sexual misconduct, or participates in any manner in an investigation or resolution of the sexual misconduct report.

Retaliation includes threats, intimidation, reprisals, and/or adverse actions related to employment or education.

If you are the victim of a rape or sexual assault, contact Palomar College Police Department (PCPD) on a district phone by dialing extension 2289, or by calling 760-891-7273.

PCPD will coordinate with local law enforcement and/or assist you in the following ways:

Help you to obtain medical assistance

- Help you obtain Emergency Protective Orders, if appropriate
- Help you to request a criminal investigation, if appropriate
- Help you obtain a court order, if appropriate

- Help connect you with community support services

Responsible Employee (Title IX)

Except for Palomar College recognized confidential resources staff (including student employees) with knowledge of unreported concerns relating to sexual assault, dating and domestic violence, and stalking are expected to report any allegations involving students to Shawna Cohen, the Title IX Coordinator, at 760-744-1150 Ext. 2608.

Employees who are required to report crimes to the Title IX Office include but are not limited to:

- Director of Student Life & Leadership
- VP of Student Services
- VP of Instruction
- VP of Administration and Finance
- College Police Department

Employees who have responsibility for working with students in the following capacities:

- Teaching
- Advising
- Coaching
- Mentoring

*Reports should be provided to the Title IX Coordinator at the Human Resources Office, room A-1.

Court-Issued Protective and Restraining Orders



For Immediate Help

If you need to report a violation of a protective order or believe you are in imminent danger of harm and need immediate protection, call PCPD at 760-891-7273.

GENERAL INFORMATION

A restraining order is court order issued to prevent the recurrence of acts of abuse. Abuse is defined as any of the following:

- Intentionally or recklessly causing or attempting to cause bodily injury.
- Sexual assault.
- Placing a person in reasonable apprehension of imminent serious bodily injury to that person or to another.
- Engaging in any behavior that has been or could be illegal such as molesting, attacking, striking, stalking, threatening, battering, harassing, destroying personal property, contacting the other by mail, telephone, or otherwise, disturbing the peace of the other party.

For more information on obtaining a restraining order, go to:

http://www.sdcourt.ca.gov/portal/page?_pageid=55,1524115&_dad=portal

North County Regional Center:

325 South Melrose
Vista, CA 92081

Family Law (760) 201-8600 Ext. 140

Ex Parte Line (760) 201-8176

Family Court Services (760) 201-8600

***Emergency Protection Orders (EPO) can be obtained by police officers.**

Office of Student Life & Leadership

If the reporting party of an alleged sexual assault case was brought to the Office Student Life & Leadership, the case would move into our highest priority and immediate action would begin. The Office of Student Life & Leadership may be offered as a safe and secure location while discussing confidential information.

Depending on the allegations and the parties involved, the Office of Student Life & Leadership will adapt to the immediate needs of the reporting party/parties. The same services will be provided to the suspect(s) if identified in the process. The

opposing parties will be kept in separate locations if both are on campus or education center.

Survivor confidentiality will be protected, and the assessment/report can be taken without identifying the survivor/ District Policy AP 3540 Sexual Assaults on Campus will be followed through the investigation. All policies and procedure documents will be provided to all parties involved.



Assist the student with the most pressing needs:

Health Services, Mental Health Services, Counseling Services, Campus Police, Human Resources, contact family members if requested, allow others/support to be present if authorized by the student. Contact community resources if requested, assist with transportation to the requested location.

Course schedules will be modified to protect parties and allow for continued enrollment if requested and are reasonably available. Office of Instruction and Instructional Deans are available to assist with academic support.

Confidentiality is protected and only those with a legitimate need to know will have limited/appropriate information.

The Office of Student Life & Leadership will contact appropriate campus resources once an indication of the type of incident being reported is obtained. Campus police will be called to assist with the interview process and an advocate service will be offered to assist with the survivor and accused. Community resources will be utilized, and the resource list will be given to all parties.



Notification to campus authorities including the Superintendent/President, Vice President of Student Services, Vice President of Human Resources, Director of Communications, Marketing and Public Affairs and Director of Student Life & Leadership, of the survivor's personal identifying information will not be made without the express consent of the survivor.

Disciplinary action/sanctions will be administered according to District Policy: Administrative Procedure 5500 (AP 5500) - Standards of Conduct and Administrative Procedure 5520 (AP 5520) - Student Discipline Procedures.

All students have due process rights. If a violation can be demonstrated with evidence to support suspensions, they will be imposed. Students will have the right to file an appeal as stated in AP 5520 Student Discipline Procedures.

Disciplinary hearing proceedings are included in AP 5520. Notification of disciplinary hearing outcomes will be provided to both the accuser and the accused. Incidents will be reported to the Clery

Administrator for the Annual Security Report data.

Ongoing campus counseling support is available to all parties, unless disciplinary sanctions include suspensions in which those services would need to be provided by community resources.

Request for an Appeal

Within five days after receipt of the Director of Student Life & Leadership's decision regarding a long-term suspension or expulsion, the student may appeal the decision to a Disciplinary Appeals Panel. The request must be made in writing to the Director of Student Life & Leadership.

Immediate and/or intermediate action and/or long-term action: Immediate Interim Suspension (Education Code Section 66017)

The Superintendent/President, or that person's designee, may order immediate suspension of a student where he or she concludes that immediate suspension is required to protect lives or property and to ensure the maintenance of order. In cases where an interim suspension has been ordered, the time limits contained in these procedures shall not apply, and all hearing rights, including the right to an appeals hearing where a long-term suspension or expulsion is recommended, will be afforded to the student within ten days.

Withdrawal of Consent to Remain on Campus - Withdrawal of consent by the District for any person to remain on campus in accordance with California Penal Code Section 626.4 where the District has reasonable cause to believe that such person has willfully disrupted the orderly operation of the campus.

CLOSING STATEMENT

The Palomar College Police Department appreciates your support. Please contact the department with any questions or concerns.

Photo Credit: Palomar College website and the Palomar College Police Department social media pages.

APPENDIX

Fall 2020 EOC Section Updates

Health Services Section

Section Chief: Patrick Savaiano

Section Co-Chief: Sarah Adams

- Provided daily COVID-19 updates for the EOC and as needed updates to the Policy Team for the Fall Semester.
- Facilitated weekly campus-wide COVID-19 updates for Fall 2020.
- Served as consultants for the development of communications and protocols (i.e., for the temperature and symptom screening stations, safety and security for the campus, and recommendations for on-site instruction as related to safety and return to work plans).
- Served as co-lead of the COVID-19 Response Action Team (CRAT).
- As a member of CRAT, the Health Services team developed the Risk Evaluation Matrix to aid in the evaluation of the risks associated with COVID-19 exposures on campus.
- Utilizing the [Risk Evaluation Matrix](#), between July 2020 through December 21, 2020, the Health Services team triaged a total of 168 students, staff, and faculty members who had reported possible or known exposure to COVID-19 to ensure they were safe, knowledgeable of quarantine/isolation guidance, and connected to appropriate resources.
- Attended and reported on bi-weekly County Public Health Department meetings and other meetings centered on Institutions of Higher Education.
- Provided presentations and workshops for staff, faculty, and students regarding the impact of COVID-19 on mental health, identifying signs of distress, assisting others in distress, and highlighting mental health resources.

Planning and Intelligence Section

Section Chief: Ryan Williams

Section Co-Chief: Jim Odom

Section Co-Chief: Kelly Donaghy

Strike Team: Nicole Roe, Jennifer Finn

- Established clearly defined roles and responsibilities for each EOC section while operating under the COVID-19 pandemic. The EOC approved this document, which will be utilized to train future EOC section chiefs.
- As a member of CRAT, the Section Chief worked with colleagues to finalize and test the [COVID-19 Exposure Questionnaire](#). The questionnaire serves as a notification to the College from students and employees regarding potential or confirmed COVID-19 exposures. The data auto-populates to a CRAT dashboard, created by former Section Chief Dean Justin Smiley. The dashboard aids health services and case managers to serve students and employees.
- Worked closely with the ATRC to develop and implement an improved On-Site Operations and Safety Plan submission platform. This required the use of a new software platform, Gravity Forms - Flow. The On-Site Operations and Safety Plan is a comprehensive plan using conditional questions that incorporate 3 different types of requests: Face-to-Face Instruction, Item Distribution Events, and Department Request for On-Site Activities. This new process allows for departments to submit these requests/plans online via the District website; the requests/plans are then routed through a workflow that includes the Director/Dean and Vice President who oversee the area. Upon Vice President approval, the plan is then routed to the EOC for final approval. This new process allows for requests to be processed in an extremely efficient manner using automated routing and email generation to users informing them of the request for review as well as the status of the plan.
- Reviewed, analyzed, and presented Departmental On-Site Operations and Safety Plans to the EOC daily to facilitate safe protocols for employees and students to come to campus for a variety of reasons:
 - Item Distribution Plans: Students, employees, or community members coming to campus to pick up items such as science lab kits, school supplies, computers, food, etc.
 - Face-to-Face Instruction: courses to be held on campus as a part of the essential workforce programs as deemed necessary by the California Community College Chancellor's Office.
 - Department On-Site Activities: Employee(s) who need to come to campus longer than an Essential Campus Visit (quick 30-minute visit or less). This could be to perform either short term or long-term work as deemed necessary by the department and approved by the area's Vice President.
- Section Chief became the established point of contact for all departments organizing an On-Site Operations and Safety Plan.
- Developed a work plan and strike team to update the District's COVID-19 Action Plan. This action plan is to update and replace the District's Recovery Plan, developed in Summer 2020 by former section chiefs, Dean Pearl Ly, Christine Winterle, and Connie Moise. The work has required modifications and alignment of the District's plan with the California Department of Health Industry Guidance for Institutions of Higher Education. This has resulted in a format that mirrors the State's guidance and allows for immediate realignment as needed if the State modifies its guidance. The updated District COVID-19 Action Plan will be delivered to the EOC Policy group in January 2021.
- Initiated collaboration with the Athletics Department to discuss preliminary planning for conditioning needs of student athletes and the eventual return to competitive athletics (possibly late Spring 2021). This work included attending meetings of California Community College Athletic Association to gain insight into recommendations and guidance.
- With the Office of Instruction, a transition plan for future terms when more face-to-face instruction will be allowable is in progress. The work has defined many complexities associated with class format, scheduling, classroom usage, and health protocols.
- Attended regional County Public Health Department meetings centered on Institutions of Higher Education resulting in a discussion of best practices and lessons learned by colleges in San Diego County.

Logistics

Section Chief: Steven Salter

Section Co-Chief: Mike Dimmick

Strike Team: Christine Winterle, Yvette Maynard

- Organization and management of incoming and outgoing email communication to the EOC, inclusive of safety and return to work plans.
- With a dedicated "strike-team", examined and resolved inconsistencies between the shared EOC calendar and scheduled onsite courses. This work included:
 - close collaboration with the Office of Instruction to ensure all onsite courses were accurately reflected on the shared calendar.
 - ensuring the effective management of campus space utilization and cleaning schedules to allow for the implementation of all safety protocols; and

- the addition of “distribution/return events” to the shared calendar to maximize its effectiveness.
- Aided in implementation and support of all On-Site Operations and Safety Plans throughout the semester,
- Arranged demonstration of Ready Education (Palomar College App Vendor) contact tracing capabilities for the EOC.
- Developed Emergency Response Protocols for Faculty/Staff for both Synchronous and Asynchronous environments. The implementation phase includes:
 - the addition of these protocols to the Palomar College website;
 - development of a communication and training plan;
 - exploration of placement on a Canvas shell; and
 - possible enhancement of the Red Folder Project as it transitions to an online version.
- Communication is in progress with the San Diego County Public Health Department and San Diego County Office of Education to evaluate the opportunity to host a COVID-19 Teacher Testing Site at the Rancho Bernardo Education Center, with the expectation that the testing site may expand beyond the primary audience.

Operations

Section Chief: Dayna Schwab

Section Co-Chief: Jeff Bennett

Section Co-Chief: Chris Miller

- To aid in the protection of the health and safety of all students, employees, and visitors, managed the design and set-up of three temperature and COVID-19 symptom screening stations: two at the main campus and one at the Escondido Education Center. Due to a lack of use, the Escondido Education Center temperature and COVID-19 symptom screening station was discontinued in the beginning weeks of the fall semester.
- Worked with the nursing department to develop schedule of nursing students to implement temperature and COVID-19 symptom screenings at all stations.
- Designed, implemented, and managed the scheduling platform for the employee shift schedule for all stations. Over 1,000 hours have been dedicated to each station this semester.
- Established and managed weekly check-in meeting for all station volunteers to gain operational updates, receive feedback, and collaborate with peers to improve the functions at the stations. Functional improvements include:
 - Relocation of the stations in both lot 1 and lot 12 at the main campus to enhance safety;
 - Addition of tent sidewalls to protect the volunteers from weather; and
 - Addition of heaters and lighting to maintain a desirable temperature and lighting within the station tent.
- Provided support to the instructional departments and Student Services in their distribution and return events to ensure student success while studying in our virtual environment.
- Assisted community organizations in design and set up of weekend food and toy distribution events to support the needs of our community.
- Worked closely with the PIO and Creative Services department to design and install COVID-19 related signage on the campus grounds, restrooms, elevators and classrooms, to aid in the enforcement of health and safety guidelines.
- Developed implementation plan for the mandatory ID badge program for all essential employees. The first round has been completed, resulting in all Facilities Department employees receiving their badges. The remaining departments will be scheduled for Spring 2021.

Communications

Section Chief: Julie Lanthier Bandy

- Collaborated with Interim Superintendent/President to write, edit and distribute daily communication and establish weekly update meetings.
- Worked with Enrollment Services, Office of Instruction, faculty and administrators to create and publish all ongoing communications to students and employees related to COVID-19, grading policies and deadlines, course schedules, health and safety guidelines, refunds, fees and tuition.
- Designed employee-specific communications centered on resources, essential visits, operations and safety plans, and information services assistance.
- Developed and maintained content for the [COVID-19 website](#).
- and associated communication libraries designed for students and employees.
- Monitored and provided updates for the Quick Guide of Student Resources.
- Served as co-lead of the COVID-19 Response Action Team and collaborated on the establishment of the College’s COVID-19 case management structure.
- Management of CRAT case managers to include daily case assignment, work load analysis, and communication tactics refinement to improve service to students and employees.

EOC Director/Safety and Risk Management

Derrick Johnson

- Facilitated daily EOC meetings.
- Continued to facilitate weekly Policy meetings and provided the Policy team with EOC recommendations for guidance and or approval.
- As the EOC Director, continued to have management responsibility for all management section(s) of EOC (i.e., section chiefs) to ensure that direction provided from the Policy Group is carried out. Continued responsibility of making sure that effective coordination through the joint efforts of EOC, District Departments, County Agencies, and Private Organizations operates smoothly.
- Conducted all regulatory compliance work on District property and addressed a serious chemical abatement situation in the NS Building.
- Provided Personal Protective Equipment (PPE) to district employees and instructional departments.
- Worked with COVID-19 case management team and Human Resources to establish reporting protocols per SB 1159 “*Workers’ compensation: COVID-19: critical workers*” and AB 685 “*Imminent hazard to employees: exposure: notification: serious violations.*”
- Assisted with updating the District’s COVID-19 Action Plan so that it aligns with the California Department of Health Industry Guidance for Institutions of Higher Education.
- Provided ergonomic assessments for employees through a telework management process.
- Supported and provided PPE for the temperature and COVID-19 symptom screening stations.