



Ex'pression College for Digital Arts Campus Crime and Security Report for the 2007-2009 Calendar Years

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Purpose of Report

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, Ex'pression College for Digital Arts prepares an annual campus crime and security report. The report includes statistics for the previous three years concerning *reported* crimes that occurred on campus and on public property immediately adjacent to and accessible from the campus. Please note that Ex'pression College has no Residential Facilities or Non-Campus properties and therefore no statistical data is reported for these.

Policy for Reporting the Annual Disclosure of Crime Statistics

The Manager of Compliance and Regulatory Affairs prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The report is prepared in cooperation with local law enforcement agencies surrounding our campus and Campus Security.

Campus crime, arrest, and referral statistics include those reported to Campus Security, designated Campus Authorities, and local law enforcement agencies.

Each year this report is e-mailed to our currently enrolled students, as well as to our faculty and staff. The report is also posted for students on www.students.expression.edu and for faculty and staff on the staff intranet. Copies of this report can also be obtained from the Compliance office by calling 510.594.6902. Admissions representatives will provide any prospective students a copy of this report if requested. Additionally, the Manager of Human Resources will provide any prospective employees a copy of this report if requested.

Reporting a Crime or Emergency

Contact Campus Security at 510.421.0037 (non-emergencies), from any campus phone dial 9- 9-1-1 for emergencies or the Emeryville Police Department at 510.596.3700. After contacting authorities please notify Campus Security if possible. Any suspicious activity or persons seen in the parking lot or loitering around vehicles, or inside buildings should be reported to Campus Security.

Ex'pression College does not have a campus police department. Community members, students, faculty, and staff are encouraged to report all crimes and public safety related incidents to both Campus Security and local law enforcement agencies promptly.

Additionally, students may report crimes to the following areas:

1. Director of Student Affairs: 510.594.6900, South Wing Student Services Area
2. Dean of Academic Affairs: 510.594.6984, South Wing Student Services Area
3. Dean of Students: 510.594.6954, South Wing Student Services Area
4. Manager of Compliance & Regulatory Affairs: 510.594.6902, South Wing Student Services Area
5. Manager of Human Resources: 510.594.6971, East End Office Area

Whenever possible, Campus Security Officers will conduct an investigation; however, Campus Security Officers are not law enforcement officers and will encourage all victims of crime to contact the local police department to report criminal activity.

Confidential Reporting Procedures

If you are the victim of a crime and do not want to pursue action either within the College or the criminal justice system (or you have witnessed a crime), you may still want to consider making a confidential report. With your permission, Campus Security or other School Officials (as listed below) can file a report on the details of the incident without revealing your identity. The purpose of confidential reporting is to comply with your wishes to keep the matter confidential, while taking appropriate actions to ensure the future safety of the campus community. By reporting crimes Ex'pression can keep accurate records of the number of incidents, determine if there is a pattern of crime, and alert the campus community of any potential dangers.

Confidential reports can be made to:

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If you choose to report a crime to law enforcement officials, please keep in mind that police reports are public records and cannot be considered confidential.

Ex'pression does not have Pastoral or Professional counselors. Ex'pression does employ a student advisor (Director of Student Affairs) who is available to assist students. While the school does offer confidential reporting, all reports filed confidentially are disclosed in the annual crime statistics for the institution, but confidentiality is maintained. Violations of the law will be referred to law enforcement agencies when appropriate and to College authorities for review. When a potentially dangerous threat to the College community arises, timely warnings will be issued.

Timely Warnings

In the event that a situation arises, either on or off campus, that, in the judgement of Campus Authorities, constitutes an ongoing or continuing threat, a campus wide "timely warning" will be issued. The warning will be issued via email to students, faculty and staff, and will also be posted on campus bulletin boards. In-class announcements will be made in the event of potentially dangerous threats to the Campus community. Timely warnings will be issued by the Manager of Compliance and/or Campus Security.

Anyone with information warranting a timely warning should report the circumstances to Campus Security.

Emergency Preparedness

Staff Responsible for Carrying out Emergency Preparedness Procedures

Primary assessment and determination of "action duties" are divided between the two buildings on the Ex'pression Campus. Since the main building (Shellmound building) houses the central fire alarm control center, the Facilities Manager and the Security Chief will have the primary duties regarding the determination of the threat, its location and its severity. An immediate call to the Dean of Students will put the second building (The South Wing) on stand-by alert. Any order to evacuate the main building

may cause the South Wing to also be evacuated. Evacuation routes are established which are posted throughout the building. The classroom leaders are the teachers and staff who will lead each classroom group to the meeting place (Shellmound Street). In the South Wing, a call to evacuate will be made by the Dean of Students to all staff. If the Dean of Students is not available, the Executive Director will be given notice to initiate evacuation by the Manager of Facilities. When all personnel have left the buildings, the Security Chief will double check for stragglers in the buildings while the Facilities Manager and the Dean will implement crowd control at the meeting place.

Campus Access Policy & Maintenance of Campus Facilities

Ex'pression is open to students, parents, employees, and authorized guests 24 hours a day, 7 days a week. All employees and students must have a valid college issued identification card in order to access the facilities. Guests must sign in at the front desk and are required to wear a temporary visitors badge while on campus.

Buildings are equipped with security cameras, which are reviewed on a regular basis.

Ex'pression's facilities staff regularly monitors campus grounds to examine potential security issues such as locks, alarms, lighting, etc. Any concerns about the campus grounds can be addressed via the online service center <http://helpdesk.expression.edu>, under request type please choose facilities. Any immediate concerns can be made to the front desk.

Authority of Campus Security Officers

Ex'pression does not have campus law enforcement officers. However, we do employ a third party security service, which is overseen by the Operations department. Security Officers have the authority to:

- ask persons for identification to determine whether the individuals have lawful business at Ex'pression College
- issue parking citations, which are billed to the financial accounts of students, staff, and faculty
- have improperly parked vehicles towed if necessary

Campus Security officers do not have authority to arrest. Criminal incidents are referred to local police who have jurisdiction on the campus. All crime victims and witnesses are strongly encouraged to immediately report any crimes to Campus Security as well as the Emeryville Police Department. Prompt reporting will assure timely warning notices on campus.

Security Awareness & Crime Prevention

During orientation all students are given a copy of the Student Handbook, which addresses security and safety measures. Updated versions of the Student Handbook are also posted on the student website www.students.expression.edu.

Faculty and staff are informed of security & safety precautions periodically during the "All Hands" meetings, which occur weekly. Additionally, security & safety information is provided in the Employee Handbook.

Ex'pression also encourages students, faculty, and staff to review information on crime prevention provided by the Emeryville Police Department <http://ci.emeryville.ca.us/index.aspx?NID=290>.

Criminal Activity of Off-Campus Student Organizations

Ex'pression currently does not have College sanctioned off-campus student organizations and therefore does not monitor off-campus crime activities.

Policy on Alcoholic Beverages and Illegal Drugs on Campus

The possession, sale or the furnishing of alcohol on the Ex'pression campus is governed by Ex'pression policy and California state law. Laws regarding the possession, sale, consumption or furnishing of alcohol is controlled by the California Department of Alcohol and Beverage Control (ABC). However, the enforcement of alcohol laws on campus is the primary responsibility of Campus Security and other Campus Authorities. The Ex'pression campus has been designated "Drug Free" and only under certain circumstances is the consumption of alcohol permitted. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by Campus Security. Violators are subject to College disciplinary action, criminal prosecution, fine and imprisonment. It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by any person below 21 years of age in a public space or a place open to the public is illegal. It is also a violation of Ex'pression College policy for anyone to consume or possess alcohol in any public or private area of campus without prior approval from College authorities. Organizations or groups violating alcohol/substance policies or laws may be subject to sanctions by the College.

Information regarding drug and alcohol prevention is available in both the Student and Employee Handbooks.

Sexual Assault Prevention

Ex'pression College is strongly opposed to any form of sexual harassment or sexual assault, such behavior is strictly prohibited both by law and by College policy. Sexual harassment is defined as any unwelcome sexual advances, request for sexual favors, use or threats of violence, retaliation, unwanted touching or comments, sexual assault or other actions or statements of a sexual nature which when submission to or rejection of this conduct explicitly or implicitly affects a person's employment or education, unreasonably interferes with a person's employment or education, creates an abusive, intimidating, harassing, embarrassing, hostile or offensive working or educational environment. In an effort to prevent sexual harassment the College will respond to all reports of such conduct. Any reports of sexual assault will be investigated by College authorities.

The accuser and accused are entitled to the same opportunities to have others present during a disciplinary proceeding; and both will be informed of the outcome of proceedings regarding an alleged offense.

Sanctions imposed by College authorities following a final determination of the proceedings include conduct probation, suspension, and termination from the school.

Ex'pression will change a survivor's academic schedule after an alleged sex offense, if the changes are requested by the survivor and are reasonably available.

Literature regarding sexual assault prevention is available through the Student Affairs Office.

If you are a victim of sexual assault, whether on or off-campus, you should attempt to get to a place of safety immediately and then obtain medical treatment. You should report the incident to the police (9-1-1) as soon as possible. Reporting sexual assault in a timely manner helps to ensure evidence collection and preservation. If the assault took place on campus you should report the incident to Campus Security or another School Official as soon as possible. Filing a police report does not obligate a sexual assault survivor to prosecute, nor will it subject the survivor to judgement by Campus Security, other School Officials, or Police Officers.

We encourage all survivors of sexual assault to file a **police** report, as filing a report will:

- Ensure that a sexual assault survivor receives all necessary medical treatment
- Provide the opportunity for collection of evidence which is helpful in prosecution

If a sexual assault crime is reported to Campus Security or other School Official, the school will assist the survivor in notifying authorities if the student requests the assistance of school personnel. The police can guide the survivor through all available options and support the survivor with his or her decision.

Information regarding outside support services can be obtained from the student advisor (Director of Student Affairs).

Megan's Law

While Ex'pression is not required to request information from the State regarding sex offenders in the area, the State is required to provide local authorities with this information.

California's version of Megan's Law went into effect on September 25, 1996. This law was implemented to allow potential victims to protect themselves and allow parents to protect their children. Assembly Bill 488 (Nicole Parra), sponsored by the Attorney General now provides the public with Internet access to detailed information on registered sex offenders. This expanded access allows the public for the first time to use their personal computers to view information on sex offenders required to register with local law enforcement under California's Megan's Law. Previously, the information was available only by personally visiting police stations and sheriff offices or by calling a 900 toll-number. The new law was given final passage by the Legislature on August 24, 2004 and signed by the Governor on September 24, 2004.

The website is provided through the Office of the Attorney General and can be reached by going to <http://meganslaw.ca.gov>.¹

Additionally, the "Campus Sex Crimes Prevention Act" (section 1601 of [Public Law 106-386](#)) is a federal law enacted on October 28, 2000 that provides for the tracking of convicted, registered sex offenders enrolled as students at institutions of higher education, or working or volunteering

¹ Taken from the Emeryville Police Department website <http://ci.emeryville.ca.us/index.aspx?nid=292>

on campus. Sex offenders are required to notify the State of each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student. The State is required to make this information available to local law authorities. The "Campus Sex Crimes Prevention Act" also amends the Family Educational Rights and Privacy Act of 1974 to clarify that nothing in that Act may be construed to prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders; and requires the Secretary of Education to take appropriate steps to notify educational institutions that disclosure of this information is permitted. This amendment took effect on October 28, 2000.²

Crime Statistics 2006-2008

Criminal Offenses	Year	On Campus	Public Property ³
Murder/Non-negligent manslaughter	2007	0	0
	2008	0	0
	2009	0	0
Negligent manslaughter	2007	0	0
	2008	0	0
	2009	0	0
Sex Offenses - Forcible	2007	0	0
	2008	0	0
	2009	0	0
Sex Offenses – Non-forcible	2007	0	0
	2008	0	0
	2009	0	0
Robbery	2007	0	0
	2008	0	1
	2009	0	0
Aggravated assault	2007	0	0
	2008	0	0
	2009	0	0
Burglary – Unlawful Entry – No Force	2007	0	0
	2008	3	0
	2009	2	0
Motor Vehicle Theft	2007	1	0
	2008	0	1
	2009	2	0
Arson	2007	0	0
	2008	0	0
	2009	0	0

² Taken from the Security on Campus website <http://www.securityoncampus.org/congress/cscpa/index.html>

³ Statistics for Public Property refer to public property immediately adjacent to the College.

Arrests	Year	On Campus	Public Property ⁴
Illegal Weapons possession	2007	0	0
	2008	0	0
	2009	0	0
Drug law violations	2007	0	0
	2008	0	0
	2009	0	0
Liquor law violations	2007	0	0
	2008	0	0
	2009	0	0

Disciplinary Action	Year	On Campus	Public Property ⁵
Illegal Weapons possession	2007	0	0
	2008	0	0
	2009	0	0
Drug law violations	2007	0	0
	2008	0	0
	2009	0	0
Liquor law violations	2007	0	0
	2008	0	0
	2009	0	0

Hate Crimes

No hate crimes were reported on campus or on public property immediately adjacent to campus for the years 2007 through 2009.

Theft from Autos and Thefts of Bikes

Please note that Ex'pression is not required to disclosure statistics for theft from vehicles or theft of bikes; however it is important to know that theft from automobiles and theft of bikes does occasionally occur. In 2009 we had reports of four thefts from autos and two reports of stolen bikes.

For your safety please remember:

- Do not keep valuables in your vehicle; if you MUST leave valuables in your car keep them out of sight (preferably in the trunk)
- Ensure you lock your vehicle and close all windows ANY TIME you leave your vehicle unattended

⁴ Statistics for Public Property refer to public property immediately adjacent to the College.

⁵ Statistics for Public Property refer to public property immediately adjacent to the College.



- Campus Security suggests using alternate locking devices (usually mounted to the steering wheel) to further secure vehicles
- Park in areas with pedestrian traffic if possible. Avoid dark, secluded areas
- Stereos in vehicles are prime targets. If these items are removable lock them in the trunk or take them with you
- Keep an inventory of all accessories and items in your car with serial numbers for identification.
- If you have an auto burglar alarm, advertise the fact that you have one. (i.e. window decal)
- Assure that you lock your bike and that you park it in a visible area.