# Table of Contents

A MESSAGE FROM THE CHIEF .............................................................................................................. 1

SAFETY ON CAMPUS AND SAFETY POLICIES ........................................................................... 2
  UNIFORM CAMPUS CRIME REPORT ................................................................................................. 2
  STUDENTS’ RIGHT TO KNOW ........................................................................................................... 2
  TIMELY WARNING POLICY ............................................................................................................. 3
  ANNUAL DISCLOSURE OF CRIME STATISTICS ........................................................................ 3
  CRIME REPORTING PROCEDURES ................................................................................................ 4
    Do You Wish to Report a Crime Anonymously? ........................................................................... 4
  CAMPUS SECURITY AUTHORITY .................................................................................................. 4
  CALL PROCEDURES FOR EMERGENCIES .................................................................................. 5
  CAMPUS LAW ENFORCEMENT CONTACT INFORMATION ...................................................... 6
  CAMPUS LAW ENFORCEMENT AUTHORITY AND JURISDICTION ............................................... 7
  CAMPUS FACILITIES SECURITY AND ACCESS .......................................................................... 8
    No Residential Housing and No Non-Campus Locations of Student Organizations ............... 9
  Safety of Campus Facilities ........................................................................................................... 9
  SECURITY AWARENESS AND CRIME PREVENTION PROGRAMS ........................................... 9
  OHLONE COLLEGE CPS SAFETY TIPS AND INFORMATION: ...................................................... 10
    ESCORT SERVICE ....................................................................................................................... 10
  ALCOHOL AND DRUG ABUSE AND WEAPON PROHIBITION POLICIES .......................... 10
  SEXUAL ASSAULTS, DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING .......... 12
    Policy ........................................................................................................................................... 12
    Definitions of Sexual Assault, Domestic Violence, Dating Violence, and Stalking .............. 13
    If a Sexual Assault, Domestic Violence, Dating Violence, or Stalking Occurs ................... 14
      Tips for Immediate Response if You Are A Victim Of Sexual Assault or Other Sex Crime: ... 14
      Reporting Options and Right Not to Report ............................................................................ 15
      Reporting Crime ....................................................................................................................... 15
      Confidentiality of Reporter’s Information .............................................................................. 15
      Preserving Evidence .................................................................................................................. 15
      Restraining Orders ................................................................................................................... 15
      Disciplinary Procedures Against Student and Employee Perpetrators ................................ 16
        General Information for Disciplinary Procedures ............................................................... 16
        Discipline Specifically Against an Accused Student ............................................................ 16
        Discipline Specifically Against an Accused Employee .......................................................... 16
      Notice of Right to Request Changes to Work or Academic Situations and Schedules ......... 18
      Notice of Rights to Victims ...................................................................................................... 19
    Preventing Sexual Assaults ........................................................................................................ 19
    Bystander Interventions if you Believe a Sex Crime may Occur ............................................. 20
    Sexual Assault, Domestic Violence, Dating Violence, and Stalking Prevention Programs .... 21
    Campus Police Information Presentations on Sex Crimes ....................................................... 21
    MEGAN’S LAW: REGISTERED SEX OFFENDER INFORMATION ........................................... 22
      Public Access to “Megan’s Law” Information and Website: ............................................... 23
    VICTIMS’ BILL OF RIGHTS ACT OF 2008; “MARSY’S LAW” ............................................ 24
    OHLONE COLLEGE POLICY REGARDING WORKPLACE VIOLENCE ............................ 25
    HATE CRIMES ............................................................................................................................. 26
EMERGENCY PROCEDURES: SHOOTING / SNIPER / VIOLENT ARMED INDIVIDUAL ................................................. 27
   Types of Shooting Incident/Situation ................................................................. 27
   In a Shooting Incident/Situation: Evacuate Only When Safe and Appropriate .......... 27
EMERGENCY RESPONSE AND EVACUATION POLICY ......................................................................................... 28
FIRE SAFETY AND PROCEDURES ..................................................................................................................... 30
EARTHQUAKE PROCEDURES ........................................................................................................................... 30
EVACUATION ASSEMBLY AREAS .................................................................................................................... 31
FIRST AID INSTRUCTIONS .............................................................................................................................. 31
PARKING RULES AND INFORMATION ............................................................................................................. 32
   Fremont Campus ............................................................................................................... 33
   Newark Campus ............................................................................................................... 33
   Basic Speed Laws ........................................................................................................... 33
   Traffic Accidents/Collisions ............................................................................................ 34
   Disabled Persons ........................................................................................................... 34
   Parking Permits ............................................................................................................ 34
   Parking Permits Required ............................................................................................ 34
   Fuel Efficient Vehicles ................................................................................................. 35
   Free Parking .................................................................................................................. 35
   Carpool Parking ........................................................................................................... 35
   Electric Vehicle Charging Stations ............................................................................... 35
CRIME ON CAMPUS & POLICY FOR PREPARING ANNUAL DISCLOSURE OF CRIME STATISTICS .35
   CRIME STATISTICS ........................................................................................................... 36
      Statistics for Fremont Campus .................................................................................. 37
      Disciplinary Referrals ............................................................................................... 38
      Statistics for Newark Campus .................................................................................. 38
      Disciplinary Referrals ............................................................................................... 39
      Hate Crimes .............................................................................................................. 39
OHLINE COLLEGE DISTRICT AREA MAP WITH CAMPUS LOCATIONS IN FREMONT AND NEWARK - MAPS, DIRECTIONS, TRANSPORTATION & PARKING .................. 40
   FREMONT CAMPUS ....................................................................................................... 40
   NEWARK CAMPUS ....................................................................................................... 41
   DETAILED MAP OF NEWARK CAMPUS ........................................................................ 42
OHLINE COMMUNITY COLLEGE DISTRICT CAMPUS POLICE SERVICES MISSION STATEMENT ......................................................................................................................... 42
A Message from the Chief

Welcome to Ohlone Community College.

The Ohlone Community College District Campus Police Services Department would like to welcome all students, faculty, staff, guests, and visitors to the Ohlone Community College District campuses. As a member of the college community, Campus Police Services (“CPS”) is dedicated to the preservation of public safety by providing innovative and progressive service. We share the responsibility of ensuring and maintaining a safe, healthy, and engaging educational learning environment where everyone can enjoy the challenges and rewards of obtaining or providing an education in an atmosphere free from fear, harassment, or discrimination in partnership with the community.

The safety and wellbeing of all members of the college community is the primary concern and responsibility of the officers and staff of Campus Police Services.

The Ohlone Community College District Campus Police Services Department is a California Commission on Police Officers Standards and Training (P.O.S.T.) certified police agency with highly trained officers and support personnel. We are committed to the highest standards of professionalism and service. Campus Police Services strives to provide an atmosphere of safety that will enable the college community to focus on providing the highest quality education and learning.

This Annual Security Report is available to the public to provide information regarding crime statistics and safety information required by law in compliance with the “Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act” (20 USC §1092(f)). If you have questions or concerns regarding any information in this brochure, please contact the Campus Police Services Department at (510) 659-6111 (or 6111 from campus phones), or come by the Campus Police Services Department office located in Building 20 at the Fremont campus or Room NC1001 on the Newark campus. You may review information and communicate with the Campus Police Services website at: http://www.ohlone.edu/org/security/. CPS’s number at Newark is (510) 742-2311 (or 2311 from campus phones).

Campus Police Services is dedicated to providing the highest level of professional police service to the Ohlone College community with pride, honor, and integrity.

John W. Worley
Chief
Ohlone Community College District
Campus Police Services
Safety on Campus and Safety Policies

Uniform Campus Crime Report
The Ohlone Community College District Campus Police Services Department (CPS) is required to provide the United States Department of Justice with an annual report containing the number and type of criminal offenses committed within the jurisdiction of the Ohlone College CPS as well as citations issued and arrests made. This information is forwarded to the Federal Bureau of Investigation for inclusion in the F.B.I. annual publication, Crime in the United States.

In 1990, the U.S. Congress enacted the “Crime Awareness and Campus Security Act of 1990,” which requires colleges and universities to disclose information about crime on and around their campuses. This law was renamed in 1992 to the “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act”.

The federal Clery Act requires Ohlone to provide additional information to the U.S. Department of Education and to the neighboring communities. Crimes that must be reported include murder, manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, and arson. In addition, the college district must report arrests or disciplinary action referrals for liquor, drugs, and weapons offenses. Crimes classified as hate crimes must also be reported.

The Clery Act requires that any college official (Campus Safety Authority) having knowledge of any criminal acts occurring on any campus as defined in the Clery Act must report the information to Campus Police Services for inclusion in the annual safety report. Campus Safety Authority is defined as: the President, VPs, AVPs, Deans, counselors, and Student Health Center staff.

On March 07, 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013 (VAWA), which amended the Higher Education Act of 1965, the Clery Act. All higher education institutions are now required to compile statistics for incidents of domestic violence, dating violence, sexual assault, and stalking. VAWA also requires higher education institutions to include policies, procedures, and programs pertaining to these incidents in the annual security report.

Students’ Right to Know
Ohlone Community College District’s Annual Security Report publication is the District’s “Student Right to Know” report. Campus Police Services updates and makes available a printed hard copy for distribution. Copies are available at the Campus Police Services offices or by calling CPS at (510) 659-6111. An online version is also posted and available on the Campus Police Services website at this link: http://www.ohlone.edu/org/security/docs/2016annualcampussecurityreport.pdf

All students and employees are notified by October 1st of each year that a digital or hard copy of the Annual Campus Security Report publication is available to them. Information of the availability of this publication is also provided on the Ohlone website, Ohlone College catalog, and semester schedule of classes.

A Daily Crime and Activity log and Police Report Number log is maintained at the front desk of the Campus Police Services office at the Fremont campus and is available for review by the general public during regular business hours.


Ohlone Campus Police Services Annual Security Report 2018
**Timely Warning Policy**

The Ohlone Community College District and Campus Police Services believe that a well-informed community is an integral component in ensuring and maintaining safe and secure campuses and learning environment. Crime information is provided to the college community by the Annual Security Report and the Ohlone Community College website.

As appropriately necessary, a timely warning notice describing recent crime trends or dangerous incidents are issued by Campus Police Services to the college community, while not revealing confidential information on the victim. It is our policy to make notifications via:

- Emergency Alert System*
- E-mail
- Posting printed notices at college building entrances and available bulletin boards
- Electronic sign boards
- Ohlone college website
- Ohlone College radio station, KHOL, and television station, ONTV

Warning Notice Bulletins will include information about the incident and crime prevention recommendations.

* Emergency alert procedures will be used if there is an immediate threat to students or employees occurring on campus.

**Annual Disclosure of Crime Statistics**

The “Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act” is a federal law that requires institutions of higher learning (colleges and universities) to disclose campus security information including crime statistics for the campus and surrounding areas. All institutions of post-secondary education, both public and private, that participate in federal student aid programs must publish and disseminate an annual campus security report in addition to providing timely warnings of any criminal activities. The Violence Against Women Reauthorization Act of 2013 (VAWA) amended the Higher Education Act of 1965 (Clery Act). All higher education institutions are now required to compile statistics for incidents of domestic violence, dating violence, sexual assault, and stalking. VAWA also requires higher education institutions to include policies, procedures, and programs pertaining to these incidents in the annual security report.

To comply with the Clery Act and VAWA, the Ohlone Community College Campus Police Services Department is responsible for gathering crime statistics and providing safety information to all students, staff, faculty, visitors, prospective students, and prospective employees. Campus Police Services collects crime statistics from both campuses and from the local law enforcement agencies located within the cities of Fremont and Newark.
Crime Reporting Procedures

Ohlone Community College District endorses a crime reporting policy that encourages students, faculty, staff, guests, visitors, and the general community to report all criminal activity, emergencies, or unsafe conditions to Campus Police Services in a timely and accurate manner.

A report of any criminal offense can be made to any employee of Campus Police Services, including but not limited to the following:

- Chief
- Police officer
- Safety officer
- Dispatcher

CPS officers will be dispatched to all calls for service including crimes or emergencies. Appropriate fire, medical, or emergency response personnel will also be notified and requested to respond as necessary and appropriate.

A crime may be reported to Campus Police Services by calling:
(510) 659-6111 (Fremont campus) (or 6111 from a campus phone)
(510) 742-2311 (Newark campus) (or 2311 from a campus phone)

Ohlone encourages accurate and prompt reporting of all crimes to CPS when the victim decides to report or by a bystander or witness if the victim is unable to report.

Do You Wish to Report a Crime Anonymously?

A confidential crime report may be submitted to CPS by one of these methods:
- Call the 24-hour Anonymous Hotline Recording at (510) 979-7997;
- Complete and submit via the Online Confidential Crime Report form.

Please note: A confidential crime report is not the same as a Police Report that is filed and investigated by Campus Police Services. CPS officers will have little information to conduct an investigation; therefore, it is unlikely an arrest or prosecution will take place. The confidential report may serve as documentation that CPS was notified so that a crime can be included in the annual disclosure of crime statistics.

Campus Security Authority

Colleges and universities must utilize Campus Security Authorities, in compliance with the Clery Act, as a means to collect reportable statistical information from those who may be reluctant to contact the police for one reason or another. Studies have shown that many crimes (especially sexual assaults) and disciplinary actions go unreported to police. For that reason, Campus Security Authorities are available to victims or witnesses who may be more inclined to report an incident to non-law enforcement personnel.

Campus Security Authorities receive training on their responsibilities for ensuring victim(s) of crimes are informed of available services, and they are offered appropriate assistance in their recovery. Campus Security Authorities also receive training on how to complete and submit incident reports to Campus Police for statistical purposes and crime analysis. These reports may exclude the names of the involved
parties if desired by the person reporting the incident. Campus Security Authorities do not investigate crimes or incidents reported to them.

**Who is a Campus Security Authority?**

The Clery Act identifies four groups of individuals or organizations associated with colleges or universities as Campus Security Authorities:

- University or college police departments *Must report Clery statistics, but are also compelled as sworn law enforcement officers to investigate crimes, in some cases, whether or not the victim wants to pursue a criminal complaint.*
- Non-police security staff responsible for monitoring university or college property. Any individual or organization designated under a college or university’s policy as such to which students or employees should report criminal offenses
- Any official of a college or university who has significant responsibility for student and campus activities, including, but not limited to student housing (not applicable for Ohlone), student discipline and campus judicial proceedings. An “official” is defined as “any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.”
- Physicians of campus health center
- Counselors, including peer counselors (except for professional or pastoral counselors)
- Health educators

A specific list of Ohlone College’s Campus Security Authorities is available on the Campus Police Services webpage at [https://www.ohlone.edu/cps/clery](https://www.ohlone.edu/cps/clery) or by requesting a printed list at the Campus Police Services’ Office.

**Who is exempt from being a Campus Security Authority?**

- Administrative staff not responsible for students (e.g., payroll, facilities, cafeteria workers…)
- Individual faculty who do not serve as an advisor to a registered student organization
- Those who are exempted by law (e.g., professional counselor, pastoral counselors who work for the college as such)

**Call Procedures for Emergencies**

<table>
<thead>
<tr>
<th>Emergency</th>
<th>9-1-1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Campus Police Services Dispatch / Office</td>
<td>(510) 659 – 6111</td>
</tr>
<tr>
<td>TTY</td>
<td>(510) 438 – 5907</td>
</tr>
</tbody>
</table>

**After Hours**

When personnel of Campus Police Services are not available at the Fremont Ohlone Campus after hours, you can contact the Fremont Police Department at (510) 790-6800 or dial 9-1-1 in case of an emergency.

When personnel of Campus Police Services are not available at the Newark Ohlone Campus after hours, you can contact the Newark Police Department at (510) 793-1400 or dial 9-1-1 in case of an emergency.

**Emergency Phones**

Emergency phones that directly call Campus Police Services are located in the following areas:
Fremont Campus:
Outside second floor walkways of Buildings # 4 and # 6,
All levels of South Parking Structure (*Emergency Blue Phones)

Newark Campus:
Outside portable buildings area (*Emergency Blue Phone)
Parking lots B, C, and D (*Emergency Blue Phones)

Elevator phones are monitored 24/7 by an outside monitoring company that notifies Campus Police and other emergency first responders of any calls and where it is originating

*Emergency Blue Phones initially call Campus Police Services and will automatically redirect to the local police department 9-1-1 if not answered after several rings.

**Campus Law Enforcement Contact Information**

**Campus Police Services Main Office**
43600 Mission Blvd., Bldg. 20
Fremont, CA  94539

Emergency: 9-1-1
Campus Police Services Dispatch / Office: (510) 659-6111 (on campus phone, dial 6111)
Office Fax (non-emergency): (510) 659-7310

Office hours are Monday through Friday from 8:00 a.m. to 10:00 p.m. The Campus Police Services office is closed Saturdays, Sundays and District holidays.

Campus Police Service officers are typically on-duty after office hours and can be reached by calling (510) 659-6111 (6111 on-campus phones) even when the office is closed. All in-coming calls are handled as soon as possible. Campus Police Services personnel make reports of crimes and other emergencies to which they respond.

**Campus Police Services Newark Campus Office**
39399 Cherry Street, Room NC1001
Newark, CA  94560

Campus Police Services personnel are available at the Newark Ohlone Campus on Mondays through Fridays from 7:00 a.m. to 10:00 p.m. and will respond from the Fremont campus on Saturdays and Sundays from 7:30 a.m. to 10:00 p.m.

Emergency: 9-1-1
Office Phone and Campus Emergency: (510) 659-6111
Office Fax: (510) 659-7310

**After Hours**
When at the Fremont campus and personnel from Campus Police Services are not available, you can contact the Fremont Police Department at (510) 790-6800 or dial 9-1-1 in case of an emergency.

When at the Newark campus and personnel from Campus Police Services are not available at the Newark campus after hours, you can contact the Newark Police Department at (510) 793-1400 or dial 9-1-1 in case of an emergency.

**Campus Law Enforcement Authority and Jurisdiction**

The Ohlone Community College District Campus Police Services Department (CPS), is an accredited police department by the California Peace Officers Standards and Training. The department was established by the Board of Trustees Resolution 63-74-75. Ohlone is committed to full implementation of the Student Right to Know and Campus Safety Act of 1990, the Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act of 1992, and the Violence Against Women Act.

The CPS Office consists of a Chief of Police, police officers, safety officers, office assistant, and dispatchers.

CPS responsibilities include campus security, traffic, parking control, prevention and detection of crime, and enforcement of federal, state, and municipal laws. CPS has the primary responsibility for directing, planning, and controlling vehicle and pedestrian traffic on college grounds. CPS oversees the painting of roadways and curbs, placement of control signs, removal of hazardous obstructions, and other related tasks.

CPS personnel conduct inspections of campus facilities to insure physical security, design and present programs to reduce risk from criminal acts, review plans and new construction additions to facilities to check for design defects that could contribute to criminal acts, conduct preventative patrols of grounds, make necessary arrests and detentions, and interact with all other law enforcement and investigative agencies.

Police Officers receive continuing professional training in first aid, CPR, AED, emergency response, disaster preparedness, defensive tactics, and other topics each year. All police officers have graduated from a regional police academy and have full police powers per 830.32(a) of the Penal Code and 72330 of the Education Code. Safety Officers are trained in Laws of Arrest and Search and Seizure per 832 of the Penal Code. Police Officers and Safety Officers both have the authority to make arrests under applicable laws which grant specific authority.

Safety Officers are not sworn police officers but are provided special authority by the California Penal Code, Vehicle Code and Education Code to enforce campus rules and regulations. Safety Officers are the first line of support for the campus police officers. Many are trained in and have the responsibility for collecting field evidence, taking crime reports, and parking enforcement. Safety Officers are also trained in first aid, CPR, AED, and emergency response procedures. In addition, Safety Officers provide general community oriented services such as fingerprinting.

Administrative Assistants/Dispatchers provide information to the public, dispatch officers to calls for service or crimes in progress, answer CPS telephone calls, maintain accurate and detailed records, log calls for service, compile information and data for statistical and financial reports, and provide support services for field officers.
Campus Police Services has a Memorandum of Understanding with the Fremont Police Department and the Newark Police Department to provide assistance, including investigative assistance, and support services. Copies of the memorandums are on file and available for review upon request. Fremont Police Department and Newark Police Department officers have authority to make arrests.

**Campus Facilities Security and Access**

Campus Police Services will secure all buildings by 11:00 PM on weekdays and by 6:00 PM on weekends. It is understood that there will be some need for after-hour and weekend access to buildings. After hours, a faculty or staff ID is required. Faculty, staff or students working late on weekends should notify Campus Police Services. The college campuses are closed on holidays. Entry is monitored during school operating hours. The campus facilities are maintained by Facilities (510) 659-6105 and patrolled by Campus Police Services.

Campus Police Services officers regularly test the emergency phones and submit work orders for repairs, recommend maintenance of shrubbery for safety reasons, and conduct periodic safety surveys. Officers report the need for replacement of lights and any other physical hazards noticed. Staff and students can report lighting issues and other safety issues online at: [http://www.ohlone.edu/org/safety/form-confidsafetyreport.html](http://www.ohlone.edu/org/safety/form-confidsafetyreport.html)

Periodic crime prevention surveys are conducted when a crime trend occurs or upon physical changes of office space and equipment when requested.

Lighting conditions are regularly evaluated. Improvements have included the placement of additional lights in buildings, parking lot areas, areas with heavy landscaping and trees, and along pathways frequently traveled by students and employees.

Emergency phones that **directly** call Campus Police Services are located in the following areas:

Fremont Campus:
Outside second floor walkways of Buildings # 4 and # 6,
All levels of South Parking Structure (*Emergency Blue Phones)

Newark Campus:
Outside portable buildings area (*Emergency Blue Phone)
Parking lots B, C, and D (*Emergency Blue Phones)

*Emergency Blue Phones initially call Campus Police Services and will automatically redirect to the local police department 9-1-1 if not answered after several rings.

Both the Fremont and Newark campuses are equipped with video surveillance cameras to assist Campus Police Services in providing security, monitoring activity on each campus, and to assist with identifying perpetrators of crimes.
No Residential Housing and No Non-Campus Locations of Student Organizations

Ohlone Community College District does not provide housing or residences for students, faculty, or staff on or off campus. Ohlone does not have non-campus locations of student organizations (such as social fraternities or sororities).

Safety of Campus Facilities

Regarding on-campus security, Ohlone strives to:

- Create and maintain an environment for learning that promotes respect and appreciation of scholarship, freedom, human diversity and the cultural mosaic of the campus community
- Promote excellence in instruction and intellectual accomplishments
- Provide broadly accessible higher education for all people

Campus Police Services participates in delivery of the College’s mission and strives to create a safe environment conducive to academic excellence. Crime is a nationwide problem and Campus Police Services strives to make the campus community a safe and secure environment.

Security Awareness and Crime Prevention Programs

Crime prevention material is distributed by Campus Police Services to the campus community, including students and employees, to enhance security of each recipient and others on campus. Please review such information to enhance your safety and the safety of others on campus.

CPS inspects facilities to review physical security design, presents programs to reduce risk from criminal acts, review plans and new construction additions to facilities to check for design defects that could contribute to criminal acts, makes preventative patrols of campus grounds, makes necessary arrests and detentions, and interacts with other law enforcement and investigative agencies.

CPS provides crime prevention and safety information programs such as Preventing Sexual Assault, Escort Service, Earthquake Procedures, First Aid Instructions, and safety tips. Material includes how to call Campus Police Services for emergencies and how to report crimes. This information is made available to students during registration for fall and spring semester classes and summer classes. The information is available on-line and in published brochures.

Ohlone Community College District and Campus Police Services are committed to providing a safe and secure learning and working environment. The safety of each student and employee are of paramount concern. Information regarding the following topics is provided to assist students and employees in learning about these topics, learning about how to avoid and prevent these types of offenses, and what to do in the event you or someone you know becomes a victim or has questions or concerns.

Periodic workshops are scheduled by Campus Police Services on safety topics including preventing sexual assault, dating violence, domestic violence, and stalking. Please call CPS at (510) 659-6111 for information on the upcoming scheduled sessions or to request to schedule a presentation on a specific safety topic.
Ohlone College CPS Safety Tips And Information:

- Personal Security
  [www.state.gov/m/ds/rls/rpt/19773.htm](http://www.state.gov/m/ds/rls/rpt/19773.htm)
- Identity theft – General Guide
  [www.ag.ca.gov/idtheft/index.htm](http://www.ag.ca.gov/idtheft/index.htm)
- Domestic Violence
  [www.ndvh.org](http://www.ndvh.org)
- Stalking
- Sexual Assault/Rape
- Dating and Personal Safety Tips
- Violence Against Women Act
  [http://www.whitehouse.gov/sites/default/files/docs/vawa_factsheet.pdf](http://www.whitehouse.gov/sites/default/files/docs/vawa_factsheet.pdf)

Additional information regarding sexual assault, sexual battery, dating and domestic violence, and sexual harassment is available at the Ohlone Student Health Center.

[http://www.ohlone.edu/org/healthcenter/sexualassaultinfo.html](http://www.ohlone.edu/org/healthcenter/sexualassaultinfo.html)

The Campus Police Services Department’s primary responsibility is the safety and security of all members of the college community. Timely warnings to inform students and employees of criminal activity or any other concern that may be an immediate threat to the safety and security of those on campus. Information and workshops on crime prevention and personal safety are made available to students and staff throughout the academic year. It is the responsibility of every member of the campus community to act in ways that promote the safety of yourself, other people, and the protection of property.

**Escort Service**

Campus Police Services can be contacted to request an on-campus escort between 7:00 a.m. and 11:00 p.m. 7 days a week except holidays. To request an escort, dial **6111** from on-campus phones or **(510) 659-6111** from non-campus phones.

Student Escort Officers (SEO) are available to escort persons on the Fremont campus between 6:45 PM and 10:45 PM, Monday through Thursday. Student Escort Officers (SEO) are students who have been screened and have received training on how to safely escort students and staff from campus buildings to their vehicles. SEOs minimally work in pairs and have direct communication capabilities with CPS. Student Escort Officers also provide visual patrol to report any suspicious circumstances or persons and report any safety issues such as unlighted areas or broken or damaged property. SEOs may be requested by calling Campus Police Services. You may also make a personal request to any of the Student Escort Officers while they are on duty.

**Alcohol and Drug Abuse and Weapon Prohibition Policies**

Ohlone Community College District complies with the Drug Free Workplace Act and the Drug Free Schools and Communities Act Amendment of 1989. (References: Drug Free Schools and Communities Act Amendment of 1989; 20 U.S. Code Sections 1011i; 1091(r); 1092(f)(1)(H); 1092(k); 34 Code of Federal Regulations 86.1 et seq.; Federal Drug-Free Workplace Act of 1988, 41 U.S. Code Section 8101-8106; California Drug-Free Workplace Act, Cal. Gov. Code 8355; California Business & Professions Code Section 25608(a).)
Ohlone Community College District is committed to an alcohol and drug free environment for all students, faculty, staff, and campus visitors.

The Board of Trustees of Ohlone Community College District has enacted BP 3550 and 3560 to prohibit drug and alcohol offenses. AP 3550 and 3560 provide additional details and resources for drug and alcohol abuse prevention education. These are available at:


The District is committed to providing its employees and students with a drug free workplace and campus environment. The District’s drug-free commitment emphasizes prevention and intervention through education. The goal is to empower students and employees to make informed decisions about substance use and abuse to allow each to be healthy and productive and maximize each person’s potential.

The District prohibits the unlawful possession, use, sale, or distribution of illicit drugs and alcohol by students and employees on the District’s property or as part of any of the District’s activities, including but not limited to field trips, activities or workshops.

The unlawful manufacture, distribution, sale, dispensing, possession or use of alcohol or any controlled substance is prohibited on District property, during District-sponsored field trips, activities or workshops, and in any facility or vehicle operated by the District. Under Business & Professions Code Section 25608(a), any person who possesses, consumes, sells, gives, or delivers to any other person, any alcoholic beverage in or on any public building, campus, or any of the District grounds is guilty of a misdemeanor, except as provided for in AP 3560, Alcoholic Beverages, or except as expressly authorized by Business & Professions Code Section 25608. As a condition of employment, each employee is required to comply with these requirements.

Any student or employee who violates this policy will be subject to disciplinary action (consistent with local, state or federal laws), which may include referral to an appropriate rehabilitation program, suspension, demotion, expulsion, or dismissal.

The District Vice President of Student Services distributes annually to each student the information required by the Drug-Free Schools and Communities Act Amendments of 1989.

The District Associate Vice President of Human Resources distributes annually to each employee the information required by the Drug-Free Schools and Communities Act Amendments of 1989.

Campus Police Services strictly enforces Federal, State, and local laws, as well as Ohlone’s zero-tolerance policy, for the use, possession, or sale of illegal drugs or alcohol.

Ohlone will further enforce the prohibition of underage drinking (under 21 years of age) and the prohibition of unlawful drugs.

Violation of this prohibition will result in the District taking appropriate action and imposing applicable legal sanctions under local, State, or Federal law for unlawful possession or distribution of illicit drugs and alcohol, up to and including termination of employment for employees, expulsion and/or other discipline of students, loss of and ineligibility for financial aid for students, referral to federal, state, local and/or campus law enforcement for criminal law citation, arrest and/or prosecution of both employees and Ohlone Campus Police Services Annual Security Report 2018
students, and/or as permitted by law, may require satisfactory participation in programs, including but not limited to an alcohol or drug abuse assistance or rehabilitation program.

The annual notice includes information on the health risks associated with the use of illicit drugs and the abuse of alcohol, including death, physical impairments, and psychological problems.

Drug or alcohol counseling, treatment, or rehabilitation or re-entry programs or referrals are available to employees or students. Any student who feels that he/she has a drug or alcohol problem is urged to voluntarily seek assistance through the Ohlone Community College Student Health Center. Drug and alcohol treatment resources are available by calling Student Health Center at (510) 659-6258 and on Ohlone’s website for the Student Health Center: http://www.ohlone.edu/org/healthcenter/links.html

Employees are referred to the Ohlone Human Resources Office for employee assistance programs and can also review treatment resources available on Ohlone’s website for the Student Health Center: http://www.ohlone.edu/org/healthcenter/links.html

As a condition of employment, employees must notify the District within five days of any conviction for violating a criminal drug statute while in the workplace. The District is required to inform any agencies that require this drug-free policy within ten days after receiving notice of a workplace drug conviction. An employee who is convicted will receive discipline from Ohlone and/or Ohlone will require satisfactory participation in a drug abuse assistance or rehabilitation program.

Firearms and other dangerous weapons of any kind are not permitted on campus except as permitted by state and federal law. The use, possession, sale, or transfer of firearms or any other weapon is strictly prohibited on any campus by state law, the student code of conduct, and college district policy. (Cal. Penal Code 626.9-626.10).

Note: Criminal prosecution is separate from any administrative discipline that may be imposed by the Ohlone Community College District.

**Sexual Assaults, Domestic Violence, Dating Violence, and Stalking Policy**

Ohlone College has a **ZERO tolerance** policy for sexual assault, domestic violence, dating violence, and stalking. ZERO Tolerance means that Ohlone will not tolerate any incident and will issue appropriate corrective and/or disciplinary action for each offense, with the corrective and/or disciplinary action determined after considering the specific facts, the severity of each offense, and whether there have been any prior violations.

Ohlone prohibits each of these crimes and recognizes each of these as a criminal offense and unlawful. Ohlone Community College District recognizes that sexual assault, domestic violence, dating violence, and stalking are serious issues, and any manner of these issues will not be tolerated on campus.

Campus Police Services will investigate all allegations of sexual assault, domestic violence, dating violence, and stalking and take appropriate police and disciplinary action.

The College’s Sexual Assault, Dating Violence, Domestic Violence, and Stalking Policy is explained in the Ohlone Community College District Board Policies and Administrative Procedures (BP 3540 and AP
Ohlone Campus Police Services Annual Security Report 2018

3540), which are available on the Ohlone Community College website:

Ohlone has adopted the “Affirmative Consent” standard in which “Affirmative consent” means affirmative, conscious, and voluntary agreement to engage in sexual activity. It is the responsibility of each person involved in the sexual activity to ensure that he or she has the affirmative consent of the other or others to engage in the sexual activity. Lack of protest or resistance does not mean consent, nor does silence mean consent. Affirmative consent must be ongoing throughout a sexual activity and can be revoked at any time. The existence of a dating relationship between the persons involved, or the fact of past sexual relations between them, should never by itself be assumed to be an indicator of consent (Education Code 67386(a)(1)).

Ohlone Community College District will also take appropriate disciplinary or legal action, including criminal prosecution and discipline up to and including expulsion of a student or termination of an employee.

Definitions of Sexual Assault, Domestic Violence, Dating Violence, and Stalking

*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.
(i) The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
(ii) For the purposes of this definition—
(A) Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
(B) Dating violence does not include acts covered under the definition of domestic violence.
(iii) … any incident meeting this definition is considered a crime for the purposes of Clery Act reporting. (34 CFR §668.46(a))

*Domestic violence.* (i) A felony or misdemeanor crime of violence committed—
(A) By a current or former spouse or intimate partner of the victim;
(B) By a person with whom the victim shares a child in common;
(C) By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
(D) By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or
(E) 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.
(ii) … any incident meeting this definition is considered a crime for the purposes of Clery Act reporting. (34 CFR §668.46(a))

*Sexual assault.* An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's UCR program … (34 CFR §668.46(a)), or a violation of “Affirmative Consent” (Education Code 67386(a)(1)).
Stalking. (i) Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
(A) Fear for the person's safety or the safety of others; or
(B) Suffer substantial emotional distress.
(ii) For the purposes of this definition—
(A) 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.
(B) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
(C) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
(iii) … any incident meeting this definition is considered a crime for the purposes of Clery Act reporting. (34 CFR §668.46(a))

Rape includes an act of sexual intercourse: (1) Where a person is incapable, because of a mental disorder or developmental or physical disability, of giving legal consent, and this is known or reasonably should be known to the person committing the act. (2) Where it is accomplished against a person's will by means of force, violence, duress, menace, or fear of immediate and unlawful bodily injury on the person or another, (3) Where a person is prevented from resisting by any intoxicating or anesthetic substance, or any controlled substance, and this condition was known, or reasonably should have been known by the accused, (4) Where a person is at the time unconscious of the nature of the act, and this is known to the accused, including because the victim: (A) Was unconscious or asleep, (B) Was not aware, knowing, perceiving, or cognizant that the act occurred, (C) Was not aware, knowing, perceiving, or cognizant of the essential characteristics of the act due to the perpetrator's fraud in fact. (D) Was not aware, knowing, perceiving, or cognizant of the essential characteristics of the act due to the perpetrator's fraudulent representation that the sexual penetration served a professional purpose when it served no professional purpose, (5) Where a person submits under the belief that the person committing the act is someone known to the victim other than the accused, and this belief is induced by any artifice, pretense, or concealment practiced by the accused, with intent to induce the belief, (6) Where the act is accomplished against the victim's will by threatening to retaliate in the future against the victim or any other person, and there is a reasonable possibility that the perpetrator will execute the threat, such as a threat to kidnap or falsely imprison, or to inflict extreme pain, serious bodily injury, or death, and/or (7) Where the act is accomplished against the victim's will by threatening to use the authority of a public official to incarcerate, arrest, or deport the victim or another, and the victim has a reasonable belief that the perpetrator is a public official. (Cal. Penal Code §261.)

If a Sexual Assault, Domestic Violence, Dating Violence, or Stalking Occurs

Tips for Immediate Response if You Are A Victim Of Sexual Assault or Other Sex Crime:
• GET to a safe place
• CONTACT the Campus Police Services, Safety and Security Department at (510) 659-6111 or call your local authorities by dialing 9-1-1 if you decide to report the crime or a friend or family member if you are not sure you want to report the crime. Ohlone encourages you to report the crime, but it is your decision whether to report.
• DO NOT shower, bathe, douche, change or destroy clothing
• DO NOT straighten up or clean the area where the assault took place
• SEEK medical attention. Go to a hospital emergency department for medical care. This can be done without police intervention, if that is your choice.
• SEEK emotional support from:
  • local Rape Crisis and Referral Center (408) 287-3000
  • BAWAR (Bay Area Women Against Rape): 24-Hour Hotline, English and Spanish: (510) 845-7273 -- [http://www.bawar.org/contact/](http://www.bawar.org/contact/)
  • Ohlone Student Health Center Building 7, Room 7302, (510) 659-6258.

Ohlone provides written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community. Information on these services can be obtained from community organizations such as BAWAR and SAVE and also from the Student Health Center. (Contact information in prior paragraph).

**Reporting Options and Right Not to Report**

As soon as possible, if the victim decides to report the crime, the victim of a sexual assault, domestic violence, dating violence, and stalking should report the incident to Campus Police Services at (510) 659-6111 (or 9-911 from an on-campus phone), the local police department, or any faculty or staff member, including a counselor or Student Health Center employee. The victim has the option to:

1. Notify proper law enforcement authorities, including on-campus and local police;
2. Notify Campus Security Authorities who will report the incident to Campus law enforcement authorities if the victim so chooses; and
3. Decline to notify such authorities.

**Reporting Crime**

Victims of sexual assault may report the crime to any Ohlone College faculty, staff, administrator, or Campus Security Authority, but the Campus Police Services office should be notified as soon as possible so that steps can be taken to try to prevent further incidents. Victims or witnesses to crimes should follow the basic policy for reporting crimes. This policy is available in the College Catalog ([http://www.ohlone.edu/catalog/](http://www.ohlone.edu/catalog/)) and in the Schedule of Classes ([http://www.ohlone.edu/schedule](http://www.ohlone.edu/schedule)).

Every effort will be made to criminally prosecute perpetrators of domestic violence, dating violence, sexual assault, or stalking.

**Confidentiality of Reporter’s Information**

Ohlone will protect the confidentiality of victims and other necessary parties (Cal. Penal Code §293.), to include the following: (A) Complete publicly available recordkeeping, including Clery Act reporting and disclosures, without the inclusion of personally identifying information about the victim, and (B) Maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair Ohlone’s ability to provide the accommodations or protective measures. (34 CFR §668.46(b)).

Personally identifying information means individually identifying information for or about an individual including information likely to disclose the location of a victim of domestic violence, dating violence, sexual assault, or stalking, regardless of whether the information is encoded, encrypted, hashed, or otherwise protected, including: (A) a first and last name; (B) a home or other physical address; (C) Ohlone Campus Police Services Annual Security Report 2018
contact information (including a postal, e-mail or Internet protocol address, or telephone or facsimile number); (D) a social security number, driver license number, passport number, or student identification number; and (E) any other information, including date of birth, racial or ethnic background, or religious affiliation, that would serve to identify any individual. (42 U.S.C. 13925(a)(20).)

**Preserving Evidence**

The victim should make every attempt to preserve any physical or other evidence of the crime to assist in proving the crime and/or to assist in obtaining a protective or restraining order. This may include a voluntary medical exam, not showering, and not disposing of any damaged clothing or other items that are present after/during the assault. Victims are encouraged to call any law enforcement agency by dialing 911 after a sexual assault, domestic violence, dating violence, and stalking for a crime investigation, referral or transport for medical treatment, and referral to crisis counseling and legal advocacy.

**Restraining Orders**

The victim can seek a temporary restraining order or protective order in court. Agencies that provide support services may assist with seeking Temporary Restraining Orders. CPS can answer basic questions about the process and court location, but cannot provide legal advice.

**Disciplinary Procedures Against Student and Employee Perpetrators**

**General Information for Disciplinary Procedures**

Ohlone has procedures for disciplinary actions against a student or employee perpetrator accused of dating violence, domestic violence, sexual assault, or stalking. Disciplinary actions may be imposed on individual students, student organizations and/or any College faculty or staff responsible for a sexual assault, domestic violence, dating violence, and stalking. College sanctions following campus disciplinary procedures depend on the outcome and may range from reprimand to expulsion for students and from reprimand to termination for an employee.

The type of disciplinary proceeding is a hearing that will comply with applicable law including Education Code requirements and due process. The basic steps include notice of the charges to the accused and an opportunity to respond, including the right to an attorney or other adviser at a hearing. The specifics of each process are in the applicable Education Code sections, applicable policies, and other applicable law. Basic fair hearing requirements include an opportunity to call witnesses, cross-examine witnesses presented by the other side, present exhibits, and question or challenge exhibits used by the other side.

The anticipated timelines vary with applicable law and the circumstances, including an extension may be provided to arrange for legal counsel, when required or appropriate. Proceedings usually will be completed within 90 days of the initiation of formal proceedings such as a notice of hearing to both the accused and the accuser, but extension(s) of time may be legally required or appropriate to ensure a fair hearing and due process. Extension(s) of timeframes may occur for good cause and with written notice to the accuser and the accused of the delay and the reason for the delay.

The hearing will occur before the hearing entity specified by applicable law who will provide a fair process and applicable rights and who then reaches a decision as to whether the allegations are established by the evidence.

A victim (employee or student) who wishes to file a disciplinary complaint against an accused employee should contact Human Resources to schedule a meeting to discuss process. A victim (employee or student) who wishes to file a disciplinary complaint against an accused student should contact Student Services to schedule a meeting to discuss process.
The type of proceeding will depend on whom the accused individual is as the law specifies procedures for discipline against a student and procedures for discipline against an employee.

The standard of evidence that will be used during any Ohlone disciplinary proceeding arising from an allegation of dating violence, domestic violence, sexual assault, or stalking will depend on the source of law under which the complaint was filed. For Title 5 complaints under state regulations, the standard is whether there is probable cause to believe the violation occurred with respect to each allegation in the complaint. For complaints under Title IX and other federal civil rights laws, the standard is whether the preponderance of the evidence showed that the violation occurred with respect to each allegation in the complaint.

Protective measures that Ohlone may offer to the victim following an allegation of dating violence, domestic violence, sexual assault, or stalking include changes to work or class schedules, other accommodations for work or classes, information on community resources for housing and other assistance, and access to escorts or other CPS interventions, as appropriate.

All disciplinary proceedings will comply with due process requirements and applicable law. The proceedings will:
(i) Include a prompt, fair, and impartial process from the initial investigation to the final result;
(ii) Be conducted by officials who, at a minimum, receive annual training on the issues related to dating violence, domestic violence, sexual assault, and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability;
(iii) Provide the accuser and the accused with the same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice;
(iv) Not limit the choice of advisor or presence for either the accuser or the accused in any meeting or Ohlone disciplinary proceeding; however, Ohlone may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties; and
(v) Require simultaneous notification, in writing, to both the accuser and the accused, of:
(A) The result of any Ohlone disciplinary proceeding that arises from an allegation of dating violence, domestic violence, sexual assault, or stalking;
(B) Ohlone’s procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding, if such procedures are available;
(C) Any change to the result; and
(D) When such results become final. (34 CFR §668.46(k)(2)).

A prompt, fair, and impartial proceeding includes a proceeding that is:
(A) Completed within reasonably prompt timeframes designated by Ohlone’s policy, including a process that allows for the extension of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay;
(B) Conducted in a manner that:
(1) Is consistent with the institution's policies and transparent to the accuser and accused;
(2) Includes timely notice of meetings at which the accuser or accused, or both, may be present; and
(3) Provides timely and equal access to the accuser, the accused, and appropriate officials to any information that will be used during informal and formal disciplinary meetings and hearings; and
(C) Conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused. (34 CFR §668.46(k)(3)).
Advisor means any individual who provides the accuser or accused support, guidance, or advice. (34 CFR §668.46(k)(3)).

Proceeding means all activities related to a non-criminal resolution of Ohlone’s disciplinary complaint, including, but not limited to, fact-finding investigations, formal or informal meetings, and hearings. (34 CFR §668.46(k)(3)).

Proceeding does not include communications and meetings between officials and victims concerning accommodations or protective measures to be provided to a victim. (34 CFR §668.46(k)(3)).

Result means any initial, interim, and final decision by any official or entity authorized to resolve disciplinary matters within the institution. The result must include any sanctions imposed by the institution. Notwithstanding section 444 of the General Education Provisions Act (20 U.S.C. 1232g), commonly referred to as the Family Educational Rights and Privacy Act (FERPA), the result must also include the rationale for the result and the sanctions. (34 CFR §668.46(k)(3)).

FERPA. The law specifically states that compliance with these requirements does not constitute a violation of the pupil record confidentiality provisions of FERPA. 34 CFR §668.46(l).

Prohibition on retaliation. Ohlone and its officers, employees, or agents will not retaliate, intimidate, threaten, coerce, or otherwise discriminate against any individual for exercising their rights or responsibilities this policy or 34 CFR §668.46. 34 CFR §668.46(m).

Discipline Specifically Against an Accused Student
Student Standards of Conduct are addressed in BP 5500: [http://www.ohlone.edu/org/board/policy/bp-chapter5/bp5500.html](http://www.ohlone.edu/org/board/policy/bp-chapter5/bp5500.html)

Ohlone disciplinary sanctions against a student include reprimand, loss of privileges, suspension, and expulsion from the College if the allegations are established after a disciplinary hearing in which due process requirements are followed.

During a disciplinary hearing, the accuser and the accused are entitled to rights, including the right to have others and advisers present at the hearings and a right to the same information regarding the outcome or result of the disciplinary hearings.

Discipline Specifically Against an Accused Employee


The discipline procedure for academic employees is addressed in BP 7360: [http://www.ohlone.edu/org/board/policy/bp-chapter7/bp7360.html](http://www.ohlone.edu/org/board/policy/bp-chapter7/bp7360.html)

There are also Education Code provisions. There may be provisions in collective bargaining agreements.

Notice of Right to Request Changes to Work or Academic Situations and Schedules
If a victim requests changes to an academic or working situation such as a class or work schedule and the requested changes are reasonably available, Ohlone Community College District will change a victim’s
academic or working situation after an alleged sex offense. Ohlone provides this written notification to victims about options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures. Ohlone will make such accommodations or provide such protective measures if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement. Ohlone will discuss with the victim options for those changes. Employees should contact Human Resources at (510) 659-6088, and students should contact the Student Health Center at (510) 659-6258 or Student Services at (510) 659-6262. Information on transitional housing is available from SAVE at (510) 794-6055 -- [http://save-dv.org/about-us/](http://save-dv.org/about-us/).

**Notice of Rights to Victims**

When a student or employee reports to Ohlone that the student or employee has been a victim of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, Ohlone provides the student or employee a written explanation of the student's or employee's rights and options. Employees should contact Human Resources at (510) 659-6088, and students should contact the Student Health Center at (510) 659-6258, or Student Services in Building 7, third floor, at (510) 659-6262.

**Preventing Sexual Assaults**

**Knowing the facts about rape...**

Rape is a violent crime - a hostile attack - an attempt to hurt and humiliate. It is NOT the result of "uncontrolled passions." Rape can happen to anyone. Children, grandparents, students, employees, spouses, parents, and even males are the victims of rape.

Rape can occur anywhere and at any time in public or in your own home, day or night.

Rapists are not necessarily strangers. In fact, in over one-third of reported cases, the rapist is an acquaintance, neighbor, friend, or relative of the victim.

**Prevention Tips...**

First, know the facts about rape. Become aware of locations and situations where rape might occur, and avoid them. Consider your alternatives if confronted by a rapist. Practice possible responses so that you can recall them even under the stress of a real encounter. Consider taking a self-defense class.

**Outdoors...**

- Be alert to your surroundings and the people around you - especially if you are alone or it is dark.
- Avoid use of earbuds or headphones for listening to music or talking on a phone while walking around campus as you are less likely to hear an attacker approaching you.
- When possible, walk or travel with a friend.
- Stay in well-lit and well-traveled areas as much as possible.
- Walk confidently, directly, at a steady pace. A rapist looks for someone who appears vulnerable.
- Walk on the side of the street facing traffic.
- Walk close to the curb. Avoid doorways, bushes, and alleys where rapist can hide.
- If you think you are being followed, walk quickly to areas where there are lights and people.
- If a car appears to be following you, turn and walk in the opposite direction, or walk on the other side of the street.
- If in danger - scream and run, yell fire, or break a window to attract attention.
At home...
Many rapes occur in or near the victim's home. One of the best ways to prevent sexual assault is to practice good home security.
- Install effective locks on all doors and windows - and use them consistently.
- Install a peephole viewer in your door. NEVER open your door without knowing who is on the other side. Require salespersons or repairmen to show identification before you open the door.
- If strangers telephone or come to your door, don't admit that you are alone and don’t open the door.
- If you live in an apartment, avoid being in the laundry room, garage, or other publicly accessible areas by yourself, especially at night.
- If you come home and find a door or window open or signs of forced entry, don't go in. Go to the nearest phone and call the police.

Car safety...
- Always lock car doors promptly after entering or leaving your car. Do not rely on self-locking mechanisms to eventually lock your doors.
- Park in well-lit areas.
- Have your car keys in your hand and ready so that you don't have to linger before entering your car. Keys can also serve as a possible weapon against an attacker.
- As you approach your car, be alert and look under and around your car for anyone hiding nearby.
- Check the back seat before entering your car.
- If you think you are being followed, drive to a public place or a police station. Do not drive home.
- If your car breaks down, turn on your hazard lights if they are working, and if safe to exit your vehicle, quickly open the hood and attach a white cloth to the car antenna. Return to your car and lock your doors. If someone stops to help, stay in your locked car and ask them to call the police or a garage for assistance to be sent. Never accept a ride from a stranger. Never get out of the car to talk to the stranger.

If attacked...
Remember your main concern must always be your safety. No one can tell you whether you should fight back, submit, or resist. IT DEPENDS ON YOU AND THE SITUATION. However, your best defense is to be prepared - know your options ahead of time. Your safety may depend upon your ability to stay cool and calm. Consider taking a self-defense class at Ohlone or through a community group.

Weapons...
*Carrying weapons for self-defense is controversial and sometimes illegal. Be safe - for more information, contact your local law enforcement agency.*

If you are a victim of a rape....
Get help quickly. Call the police, sheriff, a rape crisis center, doctor, friend, or relative.
- Do NOT wash, shower, bathe, douche, change clothes or clean up in any way until after talking to the police and going to the hospital. (You could destroy valuable evidence that will help find and prosecute the perpetrator.)
- Remember you are the victim. You did nothing wrong. You have nothing to feel guilty or ashamed about. Medical staff, police, and others at Ohlone are here to help and support you. We are here to listen and/or take action, depending on your decisions and requests.

To learn more about sexual assault and sex crimes and how to prevent, you can review resources and articles, including Student Health 101 articles, at the Ohlone Student Health Center website:
You may also contact your local law enforcement agency, rape crisis center, or review articles available from the California Attorney General’s office:
https://oag.ca.gov/publications/index

Other information is available at:
Sexual Assault/Rape Information:
http://www.womenshealth.gov/violence-against-women/

**Bystander Interventions if you Believe a Sex Crime may Occur**

If you believe a sex or other crime may occur, promptly call CPS at (510) 659-6111 or call your local authorities by dialing 9-1-1. Provide all details you have observed including a physical description of the suspect.

If safe to do so, try to prevent the crime by options such as:
- Offering a safe escape such as approaching the victim, sharing what you have observed, and requesting they move to a safe location with you;
- Creating a distraction.
- Call out to others in the area who may be able to assist
- Record the activity (This should not supersede taking active measures to stop a current assault)

**Sexual Assault, Domestic Violence, Dating Violence, and Stalking Prevention Programs**

In addition to the summary of information provided previously, Ohlone Community College District provides periodic programs on prevention and awareness of sexual assault, dating violence, domestic violence, and stalking. Ohlone provides comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking that: (A) Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research or assessed for value, effectiveness, or outcome; and (B) Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels. Ohlone’s programs to prevent dating violence, domestic violence, sexual assault, and stalking include both primary prevention and awareness programs directed at incoming students and new employees and ongoing prevention and awareness campaigns directed at students and employees. (34 CFR §668.46(a)).

There is a course in understanding violent offenders in the Administration of Justice program. This course is a study of the violent crimes, the various types of homicide, and the characteristics of both the offender and the victim. Students should check the Schedule of Classes each semester to determine when these classes are offered.

Information regarding what to do if you are the victim of a sexual assault or rape and resources that are available to victims of sexual assault or rape can be located at:
http://www.womenshealth.gov/violence-against-women/

Ohlone’s Student Health Center provides links to Internet resources on prevention and what to do if a sexual assault occurs: http://www.ohlone.edu/org/healthcenter/sexualassaultinfo.html
Ohlone’s programs to prevent dating violence, domestic violence, sexual assault, and stalking primary prevention and awareness programs for all incoming students and new employees include:
(A) A statement that Ohlone prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking;
(B) The definition of “dating violence,” “domestic violence,” “sexual assault,” and “stalking” in the applicable jurisdiction (which are also earlier in this report);
(C) The definition of “consent,” in reference to sexual activity – in California, the law requires affirmative, conscious, and voluntary agreement or consent to engage in sexual activity or “yes means yes”;
(D) A description of safe and positive options for bystander intervention;
(E) Information on risk reduction;
(F) The information described in paragraphs (b)(11) and (k)(2) of 34 CFR § 668.46 (which includes the topics covered in the Sexual Assaults, Domestic Violence, Dating Violence, and Stalking part of this document). (34 CFR §668.46(j).)

Ohlone’s programs to prevent dating violence, domestic violence, sexual assault, and stalking include ongoing prevention and awareness campaigns for students and employees including those same topics of A-F in the prior paragraph. (34 CFR §668.46(j)(1)).

Awareness programs means community-wide or audience-specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration.

Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

Ongoing prevention and awareness campaigns means programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking, using a range of strategies with audiences throughout the institution and including information described previously.

Primary prevention programs means programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence. (34 CFR §668.46(j).)

Campus Police Information Presentations on Sex Crimes

Campus Police Services conducts periodic presentations to the campus in classrooms and “brown bag” sessions during the semester. Topics include: Dating Violence, Date Rape, Domestic Violence, Stalking,
Sexual Harassment, Personal Safety, and other related topics. Notices of Brown Bag workshops are posted or available on the Ohlone website and bulletins boards. For additional information contact Campus Police Services at (510) 659-6111 or visit: http://www.ohlone.edu/org/security/

**Megan’s Law: Registered Sex Offender Information**

It is the policy of the Campus Police Services to provide information regarding threats to the safety of the campus community arising from Serious and High Risk Sex Offenders on or near the Ohlone Community College District campus.

Convicted sexual offenders who are required to register by State or Federal law are required to register with Campus Police Services if attending the college as a student or employed by the college district in any capacity, including as a volunteer or unpaid aide, and any person working or carrying on a vocation at the college (e.g. contractor) for more than 14 days or for an aggregate period exceeding 30 days in a calendar year (paid workers or volunteers). California Penal Code Section 290.01 requires every person who was convicted of a sex offense to register with the Campus Police Department of a college or university within five days where he/she is:

- Enrolled as a full-time student.
- Enrolled as a part-time student.
- Employed as a full-time staff, faculty, or instructor.
- Employed as a part-time staff, faculty, or instructor.
- Employed as a full-time or part-time classified employee.
- Employed as a volunteer.
- A contractor who is contracted by the college or university to work on campus.
- A carrier driver who delivers to that college or university more than 14 consecutive days or 30 days in a calendar year (i.e. water delivery; mail; VTA drivers; Outreach drivers; armored car drivers; telephone, gas, and electricity technicians; computer technicians, office supply drivers, and others).

This section does not relieve the person to register as a Sex Offender with the jurisdiction where he/she is residing. The registrations as a Sex Offender with a College or University Police Departments are in addition to the registration with the local residence police and sheriff’s departments.

Information regarding any person who has been convicted of a sexual offense and required to register pursuant to Section 290 of the California Penal Code can be viewed by any student, employee, or member of the general public at the Campus Police Services Office on the Fremont campus, Monday through Friday during normal business hours.

The release of this information will be made for the purpose of allowing members of the campus community to protect themselves and their children from Serious and High Risk Sex Offenders.

Any of the information released regarding Serious and High Risk Sex Offenders will be done strictly in compliance with the provisions of sections 290 and 290.4 of the California Penal Code.

Campus Police Services may make notification to any of the following persons, agencies, or organizations the offender is likely to encounter including, but not limited to:
1. Public and private educational institutions.
2. Day care establishments.
3. Locations that primarily serve individuals likely to be victimized by an offender.
4. Other community members at risk.

Pursuant to provisions of section 290.45 of the California Penal Code, Campus Police Services may provide the following information regarding a Serious and High Risk Sex Offenders to any of the persons, agencies, or organizations authorized to receive information:

1. The offender’s full name.
2. The offender’s known aliases.
3. The offender’s gender.
4. The offender’s race.
5. The offender’s physical description.
6. The offender’s photograph.
7. The offender’s date of birth.
8. Crimes resulting in registration pursuant to Penal Code Section 290 PC.
9. The offender’s address, which must be verified prior to publication.
10. Description and license plate number of offender’s vehicles or vehicles the offender is known to drive.
11. Type of victim targeted by the offender.
12. Relevant parole and probation conditions, such as one prohibiting contact with children.
13. Crimes resulting in classification under this section.
14. Date of release from confinement.

Information disclosed pursuant this procedure must not include information that would tend to identify the victim.

Public Access to “Megan's Law” Information and Website:

Megan’s Law registration information is available at the following website:
http://www.meganslaw.ca.gov

The website also has links to resources including on how to protect yourself and your family.

You can also obtain information at the Fremont Police Department or Newark Police Department.

Victims' Bill of Rights Act of 2008: “Marsy's Law”

On 11/4/08, by enacting Proposition 9, referred to as the "Victims' Bill of Rights Act of 2008: Marsy's Law" the California citizens voted to provide victims of crimes with certain constitutional rights. By enacting Proposition 9, the California Constitution, Article I, Section 28 (b), was amended and hereby confers the following rights to those who are victims of crime as defined in the constitution:

(b) In order to preserve and protect a victim's rights to justice and due process, a victim shall be entitled to the following rights:
(1) 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.
(2) To be reasonably protected from the defendant and persons acting on behalf of the defendant.
(3) To have the safety of the victim and the victim's family considered in fixing the amount of bail and release conditions for the defendant.
(4) 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.
(5) To refuse an interview, deposition, or discovery request by the defendant, the defendant's attorney, or any other person acting on behalf of the defendant, and to set reasonable conditions on the conduct of any such interview to which the victim consents.

(6) To reasonable notice of and to reasonably confer with the prosecuting agency, upon request, regarding, the arrest of the defendant if known by the prosecutor, the charges filed, the determination whether to extradite the defendant, and, upon request, to be notified of and informed before any pretrial disposition of the case.

(7) To reasonable notice of all public proceedings, including delinquency proceedings, upon request, at which the defendant and the prosecutor are entitled to be present and of all parole or other post-conviction release proceedings, and to be present at all such proceedings.

(8) To be heard, upon request, at any proceeding, including any delinquency proceeding, involving a post-arrest release decision, plea, sentencing, post-conviction release decision, or any proceeding in which a right of the victim is at issue.

(9) To a speedy trial and a prompt and final conclusion of the case and any related post-judgment proceedings.

(10) To provide information to a probation department official conducting a pre-sentence investigation concerning the impact of the offense on the victim and the victim's family and any sentencing recommendations before the sentencing of the defendant.

(11) To receive, upon request, the pre-sentence report when available to the defendant, except for those portions made confidential by law.

(12) To be informed, upon request, of the conviction, sentence, place and time of incarceration, or other disposition of the defendant, the scheduled release date of the defendant, and the release of or the escape by the defendant from custody.

(13) To restitution.

(A) It is the unequivocal intention of the People of the State of California that all persons who suffer losses as a result of criminal activity shall have the right to seek and secure restitution from the persons convicted of the crimes causing the losses they suffer.

(B) Restitution shall be ordered from the convicted wrongdoer in every case, regardless of the sentence or disposition imposed, in which a crime victim suffers a loss.

(C) All monetary payments, monies, and property collected from any person who has been ordered to make restitution shall be first applied to pay the amounts ordered as restitution to the victim.

(14) To the prompt return of property when no longer needed as evidence.

(15) To be informed of all parole procedures, to participate in the parole process, to provide information to the parole authority to be considered before the parole of the offender, and to be notified, upon request, of the parole or other release of the offender.

(16) To have the safety of the victim, the victim's family, and the general public considered before any parole or other post-judgment release decision is made.

(17) To be informed of the rights enumerated in paragraphs (1) through (16).

- The above Marsy Rights are to be provided to each crime victim pursuant to Penal Code Section 679.026.
- VICTIMS OF CRIME RESOURCE CENTER 1-800-VICTIMS or 1-800-842-8467
- To receive notification of the status of an appeal or status updates on a case that the Attorney General’s Office is prosecuting visit: http://oag.ca.gov/victimservices/notification
- To obtain resource information, contact Victims’ Services Unit at 1-(877) 433-9069 or via email. http://oag.ca.gov/victimservices/contact

**Ohlone College Policy Regarding Workplace Violence**

The Ohlone Community College District has a zero tolerance policy regarding threatening, intimidating, or harassing behavior in the workplace, including acts, threats, or jokes of violence. If you feel concerned for your safety because of the behaviors of another employee or any member of the campus community,
you should advise your Dean, Supervisor, Manager and/or Campus Police Services as appropriate. In case of an emergency call 911.

If you are the victim of any type of violence in the workplace, are verbally or otherwise threatened with violence, or witness any acts of violence or threats of violence in the workplace, notify Campus Police Services at (510) 659 – 6111 immediately. Each threat or act of violence will be immediately and thoroughly investigated by the appropriate law enforcement agency and by the appropriate administrator in consultation with the Associate Vice President of Human Resources and the President/Superintendent.

Employees who act in violation of this policy and/or the law will be subject to arrest and/or disciplinary action, up to and including dismissal. Students who act in violation of this policy and/or the law will be subject to arrest and/or disciplinary action, up to and including expulsion. Such disciplinary action shall be in accordance with District policies, state and federal laws, and/or the collective bargaining agreements for employees. Disciplinary proceedings are separate from any criminal proceedings.

When determined appropriate for the situation, restraining orders may be sought by Ohlone (workplace violence restraining order) or by an individual (civil harassment or domestic violence order).

For information on Workplace Violence Crimes, please visit the U.S. Department of Labor/OSHA site: [https://www.osha.gov/SLTC/workplaceviolence/index.html](https://www.osha.gov/SLTC/workplaceviolence/index.html)

**Hate Crimes**

Hate crime is defined by the California Penal Code as a criminal act committed, in whole or in part, because of one or more of the following actual or perceived characteristics of the victim: ethnicity, race, nationality or national origin, religion, sex or gender, sexual orientation, or disability -- or association with a person or group with one or more of these actual or perceived characteristics. Hate crimes include any acts of physical intimidation or physical harassment, physical force or physical violence, interference, oppression, or the threat of physical force or violence, that is directed against any person or group of persons because of one of these actual or perceived characteristics. It is also prohibited to engage in such violations based on gender identity. (Penal Code § 422.55 and 422.6; 20 USC § 1092(f)(1)(F)(ii)).

Ohlone Community College District prohibits hate violence and is charged with ensuring that the rights guaranteed by state and federal law and constitutions are protected for all people, regardless of their ethnicity, race, national origin, religion, sex, sexual orientation, or disability.

Incidents of hate violence or threats can be reported to:

Ohlone Community College District Campus Police Services at (510) 659 – 6111  
Student Health Center at (510) 659 – 6528  
Vice President of Student Services at (510) 659 – 6107  
Human Resources Department at (510) 659 – 6088  

For information on Hate Crimes, please visit the National Crime Prevention Council site: [http://www.ncpc.org/topics/hate-crime](http://www.ncpc.org/topics/hate-crime)
Emergency Procedures: Shooting / Sniper / Violent Armed Individual

Types of Shooting Incident/Situation

The type of shooting incident/situation will determine the appropriate response.

- **If you are outdoors**, immediately seek cover and move away from the line of fire.
- **If you are indoors**, immediately get down, move away from all windows, and if possible, block or secure the room door to prevent the suspect(s) from entering.
- **Do not evacuate rooms or the building until instructed to do so** by a CPS Officer, the Building Monitor, an Ohlone College employee with proper identification, a Fremont or Newark Police Officer, or unless it is absolutely clear that it is safe to do so.

**Special precautions must be taken to ensure that persons who have impaired hearing are notified and persons with disabilities are assisted as appropriate.**

Call 9-1-1 or cell phone. **Do not hang up** on the dispatcher until instructed to do so. The following information should be provided:

- Indicate that there has been a shooting or that someone has been shot
- The exact location of the suspect(s) including the building number (if applicable), floor number (if applicable), room number (if applicable), nearest landmarks (bookstore, cafeteria, etc.)
- Whether you actually heard or saw any shots fired, if the suspect(s) is/are still shooting, what type of weapon(s) does the suspect(s) have? Handgun, Rifle, Shotgun or Explosive Device(s)?
- Description of suspect(s): race, clothing, direction of travel, vehicle(s)
- Condition and number of hostage(s) and victim(s) injured or killed
- Any information or demands supplied or made by suspect(s)?

In a Shooting Incident/Situation: Evacuate Only When Safe and Appropriate

**Active Shooter:**

- Evacuation is Not Recommended as the suspect(s) is/are mobile and fluid and often seeks targets of opportunity
- It is generally safer to seek cover if near the suspect(s) and then move away quickly and stealthily keeping cover (such as a building or furniture) between you and the suspect(s) in the opposite direction

**Sniper/Barricaded Suspect(s)**

- Remain in place of shelter or safety until instructed to evacuate or leave
- Follow instructions of police officer or building monitor
- If shooting is in progress, keep a low profile and silhouette, always maintain cover, be silent, and follow instructions

**Violent Armed Individual:**

During incidents or situations where a subject is armed with a deadly weapon other than a firearm or suspected explosive device, such as a knife, axe, or club, and is threatening or attacking others, the following actions should be taken:

- The type of incident/situation will determine the appropriate response. Use good judgment for the type of threat presented.
- If you are outdoors, immediately move away from the suspect(s) and seek assistance.
• If you are indoors, immediately move away from suspect(s) and if possible, block or secure the room door to prevent the suspect(s) from entering.
• Do not evacuate rooms or the building until instructed to do so by a CPS Officer, the Building Monitor, or an Ohlone College employee with proper identification or a Fremont or Newark Police Officer or unless it is absolutely clear that it is safe to do so.

Special precautions must be taken to ensure that persons who have impaired hearing are notified and persons with disabilities are assisted as appropriate.

Call 9-1-1 or cell phone. Do not hang up on the dispatcher until instructed to do so. The following information should be provided:

• Indicate that there has been an incident involving a weapon and someone has been or may be injured.
• The exact location of the suspect(s) including the building number (if applicable), floor number (if applicable), room number (if applicable), nearest landmarks (bookstore, cafeteria, etc.)
• Whether you actually heard or saw anyone threatening or injuring someone, if the suspect(s) is/are still threatening or injuring anyone, what type of weapon(s) does the suspect(s) have? Knife, Axe, Club or other type of weapon?
• Description of suspect(s): race, clothing, direction of travel, vehicle(s)
• Condition and number of hostage(s) and victim(s) injured or killed
• Any information or demands supplied or made by suspect(s)

For information on Active Shooter Preparedness, please visit the Department of Homeland Security site: http://www.dhs.gov/active-shooter-preparedness

Emergency Response and Evacuation Policy

The Ohlone Community College District Campus Police Services officers are trained in Incident Command and response to critical incidents on campus. In the event of an immediate threat to the health or safety of the college community, first responders to the scene can be the CPS, Fremont or Newark Police Department, Fremont or Newark Fire Department, and Ohlone College Emergency Response Team. These first responders work together to manage the incident and depending on the nature of the incident could call-in other city, county, state or federal agencies to assist.

Campus Police Services receives emergency and incident information from various sources such as: dispatchers, Alameda County Emergency Communications Center, Fremont Police Department, Newark Police Department, and other law enforcement agencies. If CPS confirms there is an emergency or incident that poses an immediate threat to the college community, Campus Police Services can act unilaterally or in collaboration with other agencies to notify the college community. The content of the emergency notification will be determined by the type and size of the incident.

The procedures to immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus will include CPS or other first responders sending immediate notifications by email, text messaging, or loud speaker. Immediate notifications may be sent by one or all of these methods depending on the type of incident.
The process Ohlone will use to confirm that there is a significant emergency or dangerous situation includes facts presented in 9-1-1 calls or reporting persons, observation of CPS staff, and observation of other first responders.

The process Ohlone will use to determine the appropriate segment or segments of the campus community to receive a notification includes location of the initial incident, locations of subsequent incidents, potential impact of other campus areas, reports of direction the perpetrator is traveling in, method and speed of travel (on foot or by vehicle), observations of CPS staff and/or first responders.

The process Ohlone will use to determine the content of the notification includes CPS and Administration consulting about known or alleged facts that are relevant to others taking safety precautions or evasive measures to avoid the perpetrator.

The process Ohlone will use to initiate the notification system includes in succession: The Chief of Campus Police, the President, a VP or AVP. In the absence of the aforementioned individuals, any Campus Police Officer, Campus Safety Officer, Director, or Dean can initiate the notification system.

Ohlone will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

The titles of positions, organization(s) responsible for confirming that there is a significant emergency or dangerous situation, determining the segments to notify, determining content of notifications, and initiating the notification include:

- Chief of Campus Police Services
- Police and Safety officers
- College President
- VP of Academic Affairs
- VP Student Services
- AVP of Human Resources
- If these individuals are not able to be located, any Director or Dean can determine these items.

Ohlone’s procedures for disseminating emergency information to the larger community include notification to neighboring law enforcement agencies, radio and TV stations, and the Emergency Mass Notification System.

Evacuation drills or tests of the emergency response and evacuation procedures are performed at both Ohlone Community College District Campuses at least twice a year. The evacuation drills are conducted by Campus Police Services, in conjunction with the Safety Committee and the Emergency Preparedness Coordinator. Tests or drills may be announced or unannounced.

Ohlone will publicize its emergency response and evacuation procedures in conjunction with at least one test per calendar year.

The purpose of evacuation drills is to conduct an assessment of the District’s response to emergency protocols, which includes the ability to evacuate buildings safely in a timely manner, to ensure the safety of all employees, students and guests, and assess training and resource needs.
There are EvacuTrac devices in each multistory building to assist in the evacuation of disabled students and staff.

CPS will document for each test a description of the exercise, the date and time, and whether the drill was announced or unannounced.

**Fire Safety and Procedures**

*If you smell smoke or see fire*

- When a fire alarm sounds, you must leave the building immediately. Failure to do so may result in personal injury or disciplinary action.
- When out of danger, activate the nearest alarm and/or dial 9-1-1 (9-911 from a campus phone)
- If you are instructed to evacuate, leave the area as quickly and safely as possible.
- Use the stairs to evacuate -- NEVER use the elevator in the event of a fire.
- Before opening a door, use the back of your hand to see if it is hot. If the door is hot, do not open it. Stuff clothing beneath the door to prevent smoke from coming in. Open a window if possible.
- If the door is not hot, open it slowly and look into the hallway for signs of smoke or fire before leaving the safety of the office or room.
- Remember to stay low if there is smoke in the air.
- **Please give assistance to all persons with disabilities.**

**Earthquake Procedures**

During an earthquake, remain calm and quickly follow the steps outlined below.

- If indoors, seek refuge in a corner, under a desk or table. Avoid windows, shelves, and heavy equipment. **Drop, Cover, and Hold.**
- When the earth is shaking, **DROP** to your knees, clasp both hands behind the neck, bury your face in your arms, make your body as small as possible, close eyes and cover ears with forearms.
- If outdoors, move quickly away from buildings, utility poles, and other structures. **Drop and Cover.**
- After initial shock, evaluate the situation and if emergency help is necessary, call Campus Police Services Office at Ext. 6111 or call 9-1-1. Protect yourself at all times and be prepared for aftershocks.
- Turn off all potentially hazardous equipment such as gas and electric appliances.
- Damaged buildings and facilities should be reported to Facilities at Ext. 6105 if Campus Police Services was not called.
- If necessary, activate the building alarm system.
- Evacuate the building by quickly walking to the nearest exit, alerting people as you go.
- Be aware of structural damage and assist both the disabled and injured.
- **FLASH THE LIGHTS ON AND OFF** to alert deaf or hard of hearing students. Write notes to explain what is happening.
- Once outside, move to a clear area at least 150-300 feet away from the affected building(s). Keep walkways clear for emergency vehicles.
- To the best of your ability, and without reentering the building, assist in determining that everyone has evacuated safely.
- **Please give assistance to all persons with disabilities.**

**DO NOT RETURN TO AN EVACUATED BUILDING UNLESS DIRECTED BY APPROPRIATE AUTHORITY.**
Evacuation Assembly Areas

Students, faculty, and staff should follow directions to proceed to a designated assembly area as quickly and safely as possible. The designated assembly areas are:

Fremont Campus:
- Parking Lots D, H, U, & P
- Keys A, C & D,
- Promenade
- Other Areas – when specified

Newark Campus:
- Parking lots B & C
- Other Areas as directed by Building Monitors or Emergency Personnel

A roll call will be made to obtain the name and contact information of all present in an effort to determine who may be missing. Instructions, medical care, and other assistance will be provided at the designated assembly areas.

First Aid Instructions

Fainting, Unconsciousness and Shock
Have victim lie or sit down and rest
Keep victim comfortable, not hot or cold
Ask or look for emergency medical I.D.
Treat other injuries as necessary

Mouth-to-Mouth Resuscitation
Place victim on side and remove foreign matter from mouth with finger
Place victim on back
Tilt victim's head back to open airway
Close victim's nostrils with fingers
Inhale and place your mouth over victim's mouth
Exhale until victim's chest expands
Repeat every five seconds
Keep trying until help arrives
If problem and chest does not expand, check victim again for airway obstruction

Severe Bleeding and Wounds
AVOID DIRECT CONTACT WITH BLOOD, IF POSSIBLE WEAR SURGICAL RUBBER GLOVES WHEN BLEEDING IS INVOLVED
Apply direct pressure on wound
Use clean cloth or hand
Apply pressure to blood vessel, if necessary
Elevate body part
Add more cloth if blood soaks through without removing the initial cloth used (because the blood may be clotting on the initial cloth, so simply add more cloth on top of the initial cloth used)
Keep pressure on wound until help arrives
Use tourniquet only as last resort
Choking
Check victim's mouth and clear of foreign matter
Lower head and give back blows
If still choking, use abdominal thrusts

Heart Attack
Place victim laying down on back
Give resuscitation or CPR as necessary (if trained)
Keep victim comfortable, not hot or cold
Ask or look for emergency medical I.D.

Burns, Thermal and Chemical
Immerse burned area in cold water
Flood chemical burn with cool water
Cover burn with dry bandage
Keep victim quiet and comfortable

Fractures and Sprains
Keep victim still
Keep injured area immobile
CAUTION: HEAD, NECK OR BACK INJURY: Any victim suspected of having head, neck or back injury, keep absolutely still. Treat for shock if necessary and keep warm

Poisoning and Overdose
Determine what substance is involved and how taken
Stay with victim and assist as necessary
If choking, lower head
Contact Poison Control at 1–800–222–1222 (Available 24/7)

Parking Rules and Information

Under state law (CA Education Code 72247) all parking on a community college campus is subject to payment of a specified fee. It is a privilege extended by the Board of Trustees to the faculty, staff, students, and visitors.

Traffic regulations governing the operation of motor vehicles on both Fremont and Newark campuses are established in accordance with various provisions of the California Vehicle Code and policies established by the Board of Trustees of the District. In the absence of any special regulations not provided for herein, the provisions of the California Vehicle Code relating to vehicular traffic shall apply.

Traffic Control Devices: The driver of any motor vehicle shall obey the instructions of any official traffic control device unless otherwise directed by competent authority (Law Enforcement or Emergency Response Personnel).

No person shall operate any motor vehicle in an unsafe manner or a vehicle in a state that is unsafe upon the campuses of Ohlone College.
Fremont Campus

Parking for students is authorized with a daily parking permit or a semester parking permit in any of the campus parking lots or parking structure not designated otherwise. Parking lots and stalls marked for any specific purpose other than student parking (excluding disabled parking) are not authorized for student parking. Daily parking permit machines are located in Lots E, H, P, and on every level of the South Parking Structure.

Staff parking is available in lots A, D, U, W and specified stalls in the South Parking Structure. If these are full, staff may also park in general parking spaces. An Ohlone College Staff Permit is required to park in a Staff designated parking area or stall. At no time are students authorized to park in Staff designated parking. Drivers may use Key B, located on the north side of the campus off of Witherly Lane for dropping off and picking up passengers (drivers must stay with their vehicle).

Drivers may also use the “Promenade” loop to drop off passengers on the south side of the campus (accessed off of Pine Street). Drivers must stay with their vehicle; no waiting is allowed.

AC Transit bus stops are currently located at Mission Blvd @ Pine Street, Mission Blvd. @ Witherly Lane, and Key D (Southeast side of campus), Key C (West of the swimming pool & South Parking Structure).

Hourly (2 hours maximum) parking is available in parking lot P.

Motorcycle parking spaces are located in lot W. Motorcycles require a parking permit and are subject to permit parking regulations.

Bicycle parking areas, equipped with bike racks, are located adjacent to Building #14 (above lot U), in front of Building 7, and on the south side of Hyman Hall. No special permit is required for bicycle parking. Each rider is responsible for securing your own bike to the bike rack with a theft prevention device. Parking or securing bicycles to light poles, railings and other areas besides designated bicycle racks is not authorized.

Newark Campus

Parking for students at the Newark Center for Health, Science, and Technology is authorized in Lots B, C, D, E and the Temporary Lot, except those parking stalls marked as STAFF or for emergency or maintenance vehicles. No student or visitor parking is allowed in the maintenance facilities yard area.

Motorcycles may park in any parking space. Motorcycles require a parking permit and are subject to permit parking regulations. Bicycle racks are located along Wing 1. No special permit is required for bicycle parking. Each rider is responsible for securing your own bike to the bike rack with a theft prevention device. Parking or securing bicycles to light poles, railings and other areas besides designated bicycle racks is not authorized.

Basic Speed Laws

The following speed limits shall be observed:
1. Hard Surface - 25 mph (unless lower speed posted)
2. Gravel Surface - 15 mph
3. Parking Lots/Areas - 15 mph
4. Parking Structure – 5 mph

Traffic Accidents/Collisions

Reporting of on-campus accidents is required under Sections 20002, 20005, 20007, and 20008 of the California Vehicle Code. If you are involved in a traffic accident or witness a traffic accident, contact Campus Police Services. Violators are subject to prosecution under the California Vehicle Code or disciplinary action per Ohlone Community College District policy.

Disabled Persons

Disabled persons displaying either State of California license plates or placards issued for disabled parking purposes or permits obtained from Ohlone College’s Disabled Students Programs and Services may park in spaces reserved for the disabled. These spaces are marked with the standard blue painted Disabled Insignia. Permits are available in the Disabled Students Programs and Services Office, who can be contacted at (510) 659-6079, and located in Building 7, 2nd Floor, Room 7217. Disabled parking lots are enforced 7 days a week, 24 hours a day - No Exceptions.

Staff and students may park in disabled stalls only if they display their staff, semester, or daily parking permit and a state disabled placard or license plate issued to that student or employee by the California Department of Motor Vehicles (DMV), a disabled placard or license plate issued to that student or employee from another state if one from DMV has not yet been obtained, or Disabled Student Permit issued to that student or employee by DSPS. There are disabled parking spaces at the Fremont campus located in lots A, H, , P, R, T, U, and all levels of the South Parking Structure. Disabled parking spaces are located in lots B, C, and D at the Newark campus.

Parking Permits

Parking permits may be purchased for each semester on-line: http://www.ohlone.edu/core/mapsdirs/parking/permitsemester.html

Contact Campus Police Services for more information.

Parking Permits Required

Parking permits are required at the Fremont Campus Mondays-Sunday 6 a.m.-11 p.m.

Parking permits are required at the Newark Campus Monday-Friday 6 a.m.-11 p.m., Saturdays 6 a.m.-5 p.m.

** Parking Permits MUST be visibly displayed. Daily Permits should be displayed on the vehicle’s dashboard. Semester Parking Permits must be visibly displayed by either being hung from the rearview mirror or placed on the vehicle’s dashboard. Staff parking permits may be hung on the rear view mirror or the Staff parking permit decal affixed to the lower left hand corner of the windshield.

Vehicles must park in marked stalls only. Visitors and students may not park in any Staff parking lot or space designated as Staff. Staff parking is enforced 7 days per week.
Fuel Efficient Vehicles

Vehicles qualifying as “Fuel Efficient” are eligible for purchase of semester parking permits at a reduced fee. For information go to the Ohlone website at:
http://www.ohlone.edu/instr/core/mapsdirs/parking/fuelefficientvehicle.html

Free Parking

There is no “free” parking at the Fremont Campus except for Ohlone College observed holidays and during semester breaks.

There is no charge for parking at the Newark Campus on Saturdays after 5 p.m., and Sundays all-day. Parking is free during college observed holidays and semester breaks.

Carpool Parking

Carpool parking is provided on both campuses. A carpool parking permit is required to park in a carpool parking space. There is no cost for the carpool parking permit. Carpool parking also requires a valid semester or daily parking permit. For additional information, refer to the Ohlone College website at:
http://www.ohlone.edu/core/mapsdirs/parking/.

Electric Vehicle Charging Stations

Electric vehicle charging stations are located on the Fremont campus in Lot A adjacent to Hyman Hall, lot G, and the second level of the South Parking Structure*. They are also available in lot C of the Newark campus.

*The charging stations located in the South Parking Structure are owned and operated by the College as opposed to the others that are managed by a third party vendor. Using the Electric Vehicle (EV) Charging Station at the South Parking Structure requires both a valid EV charging permit and valid parking permit to be visibly displayed. The EV charging permit can be purchased from the permit purchasing kiosks located on every level of the parking structure. The EV permit is valid for a maximum of four (4) hours from the time of purchase.

Crime on Campus & Policy for Preparing Annual Disclosure of Crime Statistics

The federal Clery Act and AP 3515 require Ohlone College to provide information to the college community and general public. Crimes that must be reported are murder, manslaughter, sex offenses: rape, fondling, incest, and statutory rape (formerly reported as forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, and arson. In addition, Ohlone College must report “arrests or disciplinary referrals for liquor, drug and weapons offenses” and hate crimes by classification.

Crimes that fall under the Clery Act requirement must also be reported by location of occurrence: on campus, residence community, non-campus buildings or property, and public property (such as streets, sidewalks, or parking lots adjacent to the campus.)
Campus Police Services must also report any crimes against women that include domestic violence, dating violence, stalking, and sexual assault in compliance with the Violence Against Women Act (VAWA).

The law and AP 3515 require preparation of this annual disclosure of crime statistics in the Annual Security Report.

**Crime Statistics**

Enacted in 1990, the Campus Security Act requires all colleges and universities that receive Federal Student Aid funds to release their security policies and the three most recent years of crimes statistics for homicide, manslaughter, sex offenses: rape, fondling, incest and statutory rape (formerly reported as forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, and arson. It also requires that schools provide statistics for arrests for liquor law violations, drug violations, and weapons possession, and classified hate crimes.

Records of crime on campus and crime data are available upon request at Campus Police Services. The crime data is available annually to staff and students online: [http://www.ohlone.edu/org/security/crimeatohlone.html#reports](http://www.ohlone.edu/org/security/crimeatohlone.html#reports).

Definitions of reporting areas under Clery:

**On-campus** category encompasses the following:
Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls; and
Any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

**Non-campus buildings or property** is:
Any building or property owned or controlled by a student organization that is officially recognized by the institution; or Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution. 34 CFR 668.46(a)

**Public property** encompasses the following:
All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.
Statistics for Fremont Campus

<table>
<thead>
<tr>
<th>OFFENSE TYPE</th>
<th>On Campus</th>
<th>Non-Campus Property</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murder/Non-Negligent Manslaughter</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Manslaughter by Negligence</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Rape ***</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Fondling ***</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Incest</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Statutory Rape</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Robbery</td>
<td>0 1 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Burglary</td>
<td>2 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>1 1 2</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Arson</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Violence Against Women Act</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Domestic Violence</td>
<td>0 2 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Dating Violence</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Stalking</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Unfounded****</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Non – Clery Reported Crimes</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Auto Burglary</td>
<td>1 2 1</td>
<td>0 0 0</td>
<td>0 0 0</td>
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<tr>
<td>Theft/Larceny</td>
<td>11 4 6</td>
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<td>0 0 0</td>
</tr>
<tr>
<td>Simple Assault</td>
<td>1 1 2</td>
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<td>0 0 0</td>
</tr>
<tr>
<td>Vandalism</td>
<td>23 32 16</td>
<td>0 0 0</td>
<td>0 0 0</td>
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Special Category Arrests (Liquor, Drug, and Weapons)

<table>
<thead>
<tr>
<th>ARRESTS</th>
<th>On Campus</th>
<th>Non-Campus Property</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liquor Laws</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
</tr>
<tr>
<td>Drug Violations</td>
<td>1 2 0</td>
<td>0 0 0</td>
<td>0 0 1</td>
</tr>
<tr>
<td>Weapons Possession</td>
<td>0 0 0</td>
<td>0 0 0</td>
<td>0 0 0</td>
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</table>
Disciplinary Referrals
Alleged offenses reported to and investigated by Ohlone College Authority officials. Alleged offenders are referred for disciplinary action but are not arrested.

<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>On Campus</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>2015</td>
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<tr>
<td>Liquor Laws</td>
<td>0</td>
</tr>
<tr>
<td>Drug Violations</td>
<td>0</td>
</tr>
<tr>
<td>Weapons Possession</td>
<td>0</td>
</tr>
</tbody>
</table>

Statistics for Newark Campus

<table>
<thead>
<tr>
<th>OFFENSE TYPE</th>
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<th>Non-Campus Property</th>
<th>Public Property</th>
</tr>
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<tbody>
<tr>
<td>Murder/ Non-Negligent Manslaughter</td>
<td>0</td>
<td>0</td>
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<tr>
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<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Rape ***</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
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<td>0</td>
<td>0</td>
<td>0</td>
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<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Statutory Rape</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Burglary</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
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<td>1</td>
<td>0</td>
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<td>0</td>
<td>0</td>
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</tr>
<tr>
<td>Theft/Larceny</td>
<td>3</td>
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</tr>
<tr>
<td>Simple Assault</td>
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<td>0</td>
</tr>
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<td>Vandalism</td>
<td>14</td>
<td>3</td>
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<td>0</td>
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<tr>
<td>Weapons Possession</td>
<td>0</td>
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</tbody>
</table>

*** Enacted 2015 “Forcible Sex Offenses” reporting changed to “Rape” and “Fondling.”

**** Enacted 2015 Reporting of “Unfounded” crimes

Hate Crimes

2015  
No hate crimes reported

2016  
Four (4) total criminal offenses District-wide under Destruction/ Damage/ Vandalism of Property. Category of Bias: Race = three (3) Location: Fremont Campus, Religion = one (1) Location: Newark Campus

2017  
No hate crimes reported
Ohlone College District Area Map
with Campus Locations in Fremont and Newark - Maps, Directions, Transportation & Parking

**Fremont Campus**

Ohlone College
43600 Mission Boulevard
Fremont, CA 94539-5847
Newark Campus

Ohlone College Newark Center
for Health Sciences and Technology
39399 Cherry Street
Newark, CA 94560-4902
Ohlone Campus Police Services Annual Security Report 2018

Detailed Map of Newark Campus

Ohlone College Newark Center
for Health Sciences and Technology
39399 Cherry Street
Newark, CA 94560-4902

Ohlone Community College District Campus Police Services Mission Statement

The Ohlone Community College District Campus Police Services Department is dedicated to the preservation of public safety by providing innovative and progressive service. Campus Police Services in partnership with the community is committed to promoting a safe and engaging learning environment where everyone can enjoy the challenges and rewards of obtaining or providing an education free from fear, harassment, or discrimination.

If you have any questions, comments, or concerns regarding any of the materials covered in this booklet, please contact the Ohlone College Campus Police Services at (510) 659-6111, or come to our main office located at 43600 Mission Boulevard, Building 20, in Fremont, CA 94539.