



ANNUAL SECURITY REPORT

OCTOBER 2011

"Your Right To Know"

This report produced in accordance with the Jeanne Clery Disclosure of Campus Security Policy
and Campus Crime Statistics Act.

Message from the Vice President of Student Services

Welcome to the Taft College Community. We strive to promote a safe campus environment conducive to academic achievement, through cooperation of students, faculty, and staff. With your help in reporting suspicious activity, crime or incidents, I am confident we can achieve this goal. I encourage the prompt reporting of any incident that threatens the safety, health or rights of the campus college community.

The information contained in this report is made available to you in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, referred to as the Clery Act. This act requires that all Title IV institutions prepare, publish and distribute an annual security report which contains 3 years of the institution's crime statistics and current security policies.

The Campus Security Act

(also known as the Clery Act)

The Campus Security Act requires colleges and universities to:

- Publish an annual report every year by October 1 that contains three years of campus crime statistics and certain campus security policy statements.
- Publish crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms.
- Publish "timely warning" notices where a crime has occurred on or near campus that, in the judgment of Taft College, constitutes an ongoing or continuing threat to members of the college community.
- Make available for public inspection a daily public crime log of "any crime that occurred on campus or within Taft College jurisdiction".

Procedure for Reporting Crimes and other Emergencies

As per Education Code Section 67380-67385, Taft College has developed the following procedures when dealing with campus safety and criminal investigations.

1. The Vice President of Student Services office is responsible for compiling records of
 - a. All occurrences reported to campus security personnel of, and arrests for, crimes that are committed on campus and that involve violence, hate violence, theft or destruction of property, illegal drugs, or alcohol intoxication.
 - b. All occurrences of non-criminal acts of hate violence reported to, and for which a written report is prepared by designated campus authorities.
2. Written record of non-criminal acts of hate violence shall include:
 - a. A description of the act of hate violence.
 - b. Victim characteristics
 - c. Offender characteristics
3. Information concerning crimes committed on campus shall be available upon request as well as disseminated to all students through college orientation packets.

4. Safety Plan

- a. Security personnel will be on duty Monday through Thursday from 6 p.m. to 2:00 a.m. on Friday, Saturday, and Sunday from 8 p.m. to 4 a.m.
- b. All instructors/staff have a copy of the security schedule.
- c. Counseling Center Secretary can be reached until 6:00 p.m. at 763-7748 and is able to reach security by telephone.
- d. All classrooms have access to outside lines to call 911.
- e. Each resident hall has a live-in resident advisor.
- f. Transition to Independent Living dorm area has security and supervision 24 hours per day. All incidents that occur during the day are to be reported to the Vice President of Student Services office by calling **763-7727** or **763-7811**.
- g. Parking lots are monitored by student workers and video surveillance during the day.

Taft College relies on our close working relationship with the Taft City Police Department to receive information about incidents involving Taft College students on and off campus. If the college is notified of a situation in which a campus community member is the victim of a crime, depending on the circumstances the college may issue a Campus Crime Alert, detailing the incident and providing tips so that other community members may protect themselves.

Taft College does not have a procedure for reporting crimes on a voluntary, confidential basis. Any criminal incident, accident, and other emergencies should be reported to:

Angelo Cutrona, Security Supervisor a (661) 763-7832 or (661) 428-4032

Brock McMurray, Vice President of Student Services at (661) 763-7811

Debbie Hegeman, Assistant to the Vice President of Student Services at (661) 763-7727.

Police & Fire Emergency	911
Campus Security Office	661-763-7774
Campus Security Cell	661-747-3258
TIL Security Cell	661-623-1072

Police Non-emergency	661-763-3103
Fire Non-emergency	661-765-4136
Dorm Supervisor Residence	661-763-7832
Dorm Supervisor Cell	661-428-4032

The Vice President of Student Services office works with the Security office to prepare the disclosure of the annual crime statistics.

**JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY
& CAMPUS CRIME STATISTICS ACT**

At Taft College the safety and well being of our students, faculty and staff are of the utmost importance. However, a truly safe campus can only be achieved through the cooperation of all students, faculty, and staff. This information is a part of our effort to ensure that this collaborative endeavor is effective. We hope that you will read it carefully and use the information to help foster a safe environment for yourself and others on campus.

In response to the Virginia Tech shooting in 2007, the Clery Act was amended in 2008. Following are the requirements that have been incorporated into this Annual Report, in response to those amendments.

1. Code Blue Stations have been located around the campus and at the Children Center. These stations, once activated by pushing the red button for help, will automatically call the Kern Security Central Office and they will contact members of the college as outlined in the "Taft College Security Document".
2. Keyless doors which use an electronic time clock system have been installed.
3. Video cameras provide surveillance at several college locations, such as the Children Center, Administration, Library and Science buildings; several others will be added as future construction is completed.

Taft College Crime Statistics Comparison

CRIMINAL OFFENSE – ON-CAMPUS	2006	2007	2008	2009	2010
Murder/Non-negligent manslaughter	0	0	0	0	0
Forcible sex offenses (including forcible rape)	0	0	0	0	0
Non-forcible sex offenses	0	0	0	0	0
Robbery	2	2	0	0	0
Aggravated assault	3	1	0	0	1
Burglary	0	1	1	1	0
Motor vehicle theft	0	0	0	0	2
Arson	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0

HATE CRIMES – ON-CAMPUS	2006	2007	2008	2009	2010
Murder/Non-negligent manslaughter	0	0	0	0	0
Aggravated assault	0	0	0	0	0
All forcible sex offenses, including forcible rape (if available)	0	0	0	0	0
Forcible rape	0	0	0	0	0
Arson	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0
Simple assault	0	0	0	0	0

ARRESTS – ON-CAMPUS	2006	2007	2008	2009	2010
Liquor law violations	0	0	0	1	0
Drug law violations	0	0	0	0	0
Illegal weapons possessions	0	0	0	0	0

DISCIPLINARY ACTION – ON-CAMPUS	2006	2007	2008	2009	2010
Liquor law violations	8	0	10	9	2
Drug law violations	2	0	4	3	5
Illegal weapons possessions	0	0	0	0	5

FIRES – ON-CAMPUS STUDENT HOUSING FACILITIES	2006	2007	2008	2009	2010
TIL Residence (108 Buchanan Street, Taft, CA)	NA	NA	NA	1	0

Campus Alcohol & Drug Policies

A prohibition against illegal drugs and alcohol for all students is contained in the *Standards of Student Conduct* adopted by the Board of Trustees. This document lists the following violations for which students are subject to disciplinary action:

Use, possession, or distribution of narcotic or dangerous drugs, on district owned or controlled property or at any college sponsored event, except as expressly permitted by law, or appearance on said property or event while under the influence of such narcotics or dangerous drugs.

Possession or use of alcoholic beverages on district owned or controlled property, or at college sponsored events, or appearances on campus or at college sponsored events while under the influence of alcohol.

Alleged violations are handled on an individual basis affording each student the right of due process. The following types of disciplinary action may be taken: warning, reprimand, disciplinary probation, suspension, summary suspension, disciplinary suspension, or expulsion.

For residence hall students, the *Terms and Conditions of Occupancy* explicitly prohibits the possession, use, distribution, and/or being under the influence of alcoholic beverages, narcotics, and/or dangerous drugs on district-owned or controlled property or at college-sponsored events. Violation of this regulation is considered a major infraction, and results in either probation or dismissal from the resident halls.

Hate Crimes

“Hate crimes,” as defined in California Penal Codes §422.55 and §422.6, and the Higher Education Opportunity Act (Public Law 110-315) means “any act of physical intimidation or physical harassment, physical force or physical violence, or the threat of physical force or physical violence, that is directed against any person or group of persons because of the ethnicity, race, national origin, religion, sex, sexual orientation, disability, or political/religious beliefs of that person or group.” Incidents of hate violence should be reported to your college “Campus Security Authorities” or the Vice President of Student Services office. Taft College does not condone hate violence, and is charged with ensuring that the rights guaranteed by state law and the U.S. Constitution are protected for all people regardless of their ethnicity, race, national origin, religion, sex, sexual orientation, disability, or political/religious beliefs.

Sexual Assault Response and Information

If you have been sexually assaulted, it is important that you seek help immediately. If you are the victim of a sexual assault, please take the following steps:

- Go to a safe place as soon as possible.
- Call someone you trust to be with you, like a relative, close friend, or a rape crisis counselor.
- Try to preserve all evidence, Do not wash, use the toilet, or change clothing. If you do change clothes, place all clothing including outer clothing as well as underwear into a paper (not plastic) bag.
- Do not bathe, shower or douche.
- Contact the police department immediately.
- Get medical attention immediately.
 - Westside Urgent Care
661-765-1935
 - Central Valley Med. Group
661-763-3338
- Talk with a counselor to assist you with the sexual assault examination.
 - Susan Vaughan, 661-763-7927
 - Darcy Bogle, 661-763-7889

Resources

- Rape Hotline of Kern County
P.O. Box 9874
Bakersfield, CA 93389
(805) 324 RAPE
- CALCASA Rape Crisis Center (831) 771-0411
- Rape Crisis (510) 754-7273
- Sex Crimes, Bakersfield CA (805) 326-3850

Crime Statistics and Crime Logs

Statistics regarding campus disciplinary actions are collected by the office of the Vice President of Student Services. Crime logs are updated every 48 hours and are available for review in the office of the Vice President of Student Services.

Crime statistics are reported pursuant to guidelines specified in the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Disclosure Act. Crime statistics may be found on the Department of Education's website at www.ope.ed.gov/security/.

For more information regarding campus security or crime statistics, please contact the office of the Vice President of Student Services at (661) 763-7727.

Missing Student Notification Policy and Procedures

If a member of the College community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify Angelo Cutrona, the Security Supervisor at 661-428-4032. Taft College will generate a missing person report and initiate an investigation.

In addition to registering a general emergency contact, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by Taft College in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, Taft College will notify that individual no later than 24 hours after the student is determined to be missing. A student who wishes to identify a confidential contact can do so by completing the "Missing Student Contact Registration Form". A student's confidential contact information will be accessible only by authorized campus officials and law enforcement in the course of the investigation.

After investigating a missing person report, should Taft College determine that the student has been missing for 24 hours, Taft College will notify the police department and the student's emergency contact no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, Taft College will notify the student's parent or legal guardian immediately after Taft College has determined that the student has been missing for 24 hours.

Timely Warnings

On occasion you may see timely warning notices describing dangerous incidents. The Superintendent/President's office or designee will be responsible for issuing these timely warning notices as necessary. In the event that a situation arises (either on or off campus) that constitutes an ongoing or continuing threat, a campus-wide "timely warning" will be issued through the campus email system.

Weapons Policy

It is a serious violation of the law to bring firearms, knives, or other weapons as identified in Penal Code 12020 P.C. 626.9, onto District or college property. Section 626.9 of the California Penal Code makes it a felony to bring or to possess a firearm or certain knives on the grounds or within buildings of the college campuses without the written permission of the Superintendent/President of the college or his/her designee.

Smoke Free Facilities

Taft College is a smoke free campus except for officially posted designated smoking areas effective January 1, 2005. In addition, the use of smokeless tobacco in any form is strongly discouraged and shall not be permitted in any classroom or other enclosed facility, or at any college activity.

Sex Offender Registration

Effective October 28, 2002, Section 290.01 of the California Penal Code was expanded and now requires a convicted sexual offender who is enrolled as a student, or employed as a full- or part-time employee, or is carrying on a vocation, in a community college for more than 14 days, or for an aggregate period exceeding 30 days in a calendar year, to register with the office of the Vice President of Student Services within 5 working days of commencing enrollment or employment. Violation of the above requirement can result in a fine, imprisonment or both. Public information regarding sex offenders in California may be obtained by viewing the Dept. of Justice online Megan's Law website, at:

<http://www.meganslaw.ca.gov/>.

Crime Prevention Tips

- Theft can occur anywhere. Watch your property and be observant of persons around you, especially when studying in libraries, working out in public fitness areas, or in the cafeteria.
- Do not leave bags, purses, backpacks unattended.
- Lock your vehicle! Don't leave valuables inside and in plain sight. Secure any valuables in the trunk of your vehicle.
- Avoid walking alone, or taking short cuts in isolated areas, especially during late hours.
- Report all suspicious activity, such as persons loitering in parking areas or unoccupied areas.
- Don't assist strangers – call campus security at 661-763-7774 or 661-747-3258 if someone needs immediate help.
- Park legally and drive safely and avoid driving and while talking on your cell or texting.

Avoid These Risky Behaviors

- Don't give out copies of your key, or leave it somewhere for anyone.
- Don't put your address on your key chain.
- Don't leave notes on your door indicating that you are not home.
- If you come home and find the door open or a window broken, don't go in. Instead, go to a neighbor's home to call for help.
- Don't give personal information to strangers on the telephone, in person, or on the internet.
- Don't keep large sums of money or expensive valuables at home or in your dorm room.
- Don't open your door to strangers. Look through the peephole or ask for the identity of callers before you open the door.
- Don't take shortcuts.
- Don't walk in poorly lighted areas.
- Don't accept rides with strangers.

Should you become a victim...

Report the incident as soon as possible. If you witnessed a crime, note the description of the person (s) committing or assisting along with any automobile information such as make, model, and license plate number, along with direction of travel.

Procedures for Reporting Criminal Actions or other Emergencies Occurring on Campus

1. Parking lot problems

- a) If the problem occurs during the day, report the problem to the Office of the Vice President of Student Services at (661) 763-7811 or (661) 763-7727.
- b) If the problem occurs at night, report the problem to the security guard on duty at (661) 747-3258, (661) 763-7774 or the official in the Counseling Center (661) 763-7748.

2. Campus Safety Concerns or Issues

Report all safety concern's or issues to the Office of the Vice President of Student Services by calling (661) 763-7811 or (661) 763-7727.

3. Residence Hall Problems

Report all residence hall problems to the supervisor on duty or to the Vice President of Student Services. The Office of the Vice President of Student Services is in the Student Services/Administration building. All complaints will be followed with an investigation by a representative from the College, and if deemed necessary by the complainant, the city police will be notified.

4. Security in the Residence Halls

Taft College has a well-rounded staff to oversee three dorms. These positions are Supervisor of Residence Halls, Resident Assistants, and three security guards. Contact one of these individuals if a problem develops.

The cooperation of students in a campus safety program is absolutely essential. Students must assume responsibility for their safety and the security of their personal belongings by taking certain precautions. Room doors should be locked at night and when the room is unoccupied. Vehicles should be kept locked at all times and valuables should be locked in the trunk. Students should report any suspicious looking individuals whom they feel do not belong in the residence hall area or any unusual incidents around the residence halls to a dorm staff member of the supervisor.

(Refer to the Terms & Conditions of Occupancy for specific rules.)

5. Campus Security

Members of the Taft College community are urged to notify Campus Security or the Office of the Vice President of Student Services immediately of any suspicious activity. In the event of an emergency, dial 911.

Students involved in incidents off campus will be assisted by the appropriate campus agency. Cooperation between the police department and Taft College is stressed in all investigations.

Remember:

1. Give your name, telephone number and location.
2. Give clear and accurate information.
3. Be prepared to supply suspect and vehicle description, and direction of travel.
4. DON'T HANG UP if no one answers, leave a detailed message.