



Clery Act

Annual Safety & Security Report

October, 2015 through October, 2016

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Introduction and Purpose

The safety of students, associates and visitors is an important concern of West Coast Ultrasound Institute. We prepared this report to increase your awareness of a number of programs and provide information to protect your safety and well being.

West Coast Ultrasound Institute prepares the Annual Security Report to comply with the *Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act)*. Institutions participating in federal student financial aid must present to current and future students and employees certain crime statistics and policies in accordance with the *Clery Act*. The purpose of this report is to provide information relating to campus safety and security in an effort to aid future and current students and employees in making informed decisions regarding our West Coast Ultrasound Institute.

The Annual Security Report is published every year by October 1st and contains three years of campus crime statistics and campus security policy statements in accordance with the *Clery Act*. WCUI administrators prepare this report which includes reported campus crime, arrest and referral statistics to local law enforcement agencies and designated campus officials. Additionally, WCUI reviews crime reports from local law enforcement agencies whenever published and maintains incident reports at each campus. Both of these sources of information are utilized in the review process regarding the annual report.

West Coast Ultrasound Institute does not have on or off campus housing nor does WCUI have student organizations. Therefore, no crime statistics or policies pertaining to such are included in this report.

Dissemination of the report includes email notifications to students, faculty, and staff providing the website address to the Annual Security Report. Potential students and employees are notified that they have access to the report on our Consumer Information web page at www.wcui.edu/consumer-info. A printed copy of the report is also available upon request.

Annual Report and Policy Biennial Review

Every other year, in the month of October, WCUI organizes a committee that evaluates the effectiveness of its Safety and Security and Drug and Alcohol policies. This committee consists of the Campus Director, Assistant Campus Director, Director of Education, Facilities Manager, and the Regional Director of Operations. Minutes are kept from this meeting and the Facilities Manager is responsible for implementing addendums to said policies. WCUI maintains a Security Incident Report wherein all events related to safety and/or security are kept and documented. These Security Incident Reports, along with local Police reports, are evaluated by the Committee at the biennial meeting in order to evaluate the the effectiveness of such policies.

Crime Reporting Procedures

Reporting Crimes

Students, faculty, and staff are strongly encouraged to report all crimes to local law enforcement, dial 9-1-1 (emergencies only). Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside building should be reported to the local law enforcement agency.

Local Law Enforcement Agency	Local Phone Number	Emergency Number
Beverly Hills Police Department	(310) 550-4951	911
Ontario Police Department	(909) 395-2001	911
Phoenix Police Department	(602) 262-6151	911

In addition, students, faculty and staff should report a crime to the following areas:

Beverly Hills

Campus Director	(310) 289-5123
Assistant Campus Director	(310) 289-5123

Ontario

Campus Director	(909) 483-3808
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Phoenix

Campus Director	(602) 954-3834
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Timely reporting of criminal activity enables WCUI to respond to crime in a timely manner and potentially reduce the recurrence of that crime. Timely manner shall be defined to mean immediately or as immediately as possible under the circumstances.

WCUI works cooperatively with local law enforcement agencies when necessary; however, there are no written memoranda of understanding agreements between West Coast Ultrasound Institute and local law enforcement agencies to investigate alleged crimes. WCUI does, in good faith effort, contact local law enforcement agencies to obtain data on *Clery Act* crimes that occurred on or near the campus. Not all agencies respond to our requests for data. WCUI does not have a police or security department and no WCUI employee or staff member possesses arrest authority.

Confidential Crime Reporting

Victims of crime may not want to pursue action with WCUI or the criminal justice system and may still want to consider making a confidential report. With permission, the Campus Director or a designee of WCUI can complete an incident report on the details of the incident without revealing the victim's identity. The purpose of confidential reporting is to comply with the wish to keep matters confidential while taking measures to keep the campus community safe. With such information, WCUI can keep accurate records and become aware of any patterns of crime that may warrant action. Reports filed in this manner are counted and disclosed in the annual crimes statistics for WCUI.

WCUI does not employ or contract with any pastoral counselors who provide confidentiality services to students or employees. However, WCUI provides assistance in obtaining an appropriate referral to a counseling or rehabilitation agency. In addition, WCUI offers counseling services through the Employee Assistance Program for all employees and WellConnect Student Resource Services for students.

Emergency Response and Evacuation

Response and Evacuation Procedures

Emergencies are unexpected events which must be dealt with urgently to protect the health and safety of others. Emergencies may be related to natural disasters such as earthquakes, criminal activity such as armed robberies, environmental disasters, or highly contagious health concerns.

WCUI maintains an Emergency and Safety Information binder that includes emergency response and evacuation procedures and outlines actions staff, faculty, and students must take to protect their mutual health and safety.

WCUI will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate its Emergency Notification System (ENS), 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. More information about WCUI's ENS can be found at: <http://messagesender.org/>. The Campus Director and Assistant Campus Director have the authority and are responsible for overall management and administration of the plan. The entire campus community will be notified when there is at least the potential that a very large segment of the community will be affected by a situation or when a situation threatens the operation of the campus as a whole.

The Campus Director or Assistant Campus Director will create the notification and the IT Department along with the Facility Managers will be responsible to notify students/employees. If deemed necessary, outside of the campus community will be notified of the emergency through local law enforcement and/or public health agency. WCUI's administrative staff will contact parents, guardians, spouses and those listed as emergency contacts by the student via phone if the situation warrants. Other staff and faculty members may be designated as back-ups and to assist with assigned tasks.

Emergencies are identified by campus staff, other campus community members, and forms of public media. Anyone wishing to report an emergency should contact the Campus Director or Assistant Campus Director or other available administrative staff as soon as safely possible using the most efficient means available.

Upon confirmation of a significant on campus emergency or dangerous situation involving an immediate threat to the health or safety of students and employees, the Campus Director or Assistant Campus Director will issue an emergency notification and also notify the appropriate local emergency response teams, law enforcement, and individuals on campus who are in harms way. Local authorities will determine when and if it is necessary to notify the surrounding community. The Campus Director or Assistant Campus Director will determine what information should be contained in the alert. Campus alerts may be issued, via text messaging, e-mail, classroom announcement, or any combination of methods determined to be necessary. Students and employees should regularly check their WCUI e-mail account. The alerts will identify the appropriate action to take in an effort to have students and employees avoid the confirmed danger and minimize injuries. Depending on the situation, additional alerts will be disseminated as information becomes available.

Evacuations to safe locations will be implemented when necessary and proceed in an organized manner per policy and procedure. All students are required to comply with the plan and the directions given to them by campus safety staff, faculty, or public emergency response teams or law enforcement agencies during actual emergencies and drills for their personal safety. At no time during an actual campus emergency or drill shall students be permitted to leave the campus unless directed to do so.

The plan, including any updates, is reviewed with new students and employees during orientation, in classes at the start of each new term, and at a number of faculty meetings during the year. Evacuation routes are identified in each classroom/office and other areas the Campus Director deems necessary.

Emergency response and evacuation drills are conducted, at minimum, bi-annually and all student, faculty, and staff participate and conduct themselves appropriately. Tests may be announced or unannounced at the discretion of the Campus Director. Tests are evaluated for needed improvement. At a later drill any needed improvements will be tested, and if successful, included in the campus procedures. If not successful, different approaches will be tried until acceptable results are achieved.

Students and employees are encouraged to be responsible for their own security and the security of others. Employees and students are expected to follow safe practices while on campus property. Following safe practices will reduce the possibility of accidental emergencies, and increase the effectiveness of the campus response to unforeseen emergencies.

The campus community is obligated to report all unsafe activities, potential and real emergencies, and/or criminal activities to the Campus Director or Assistant Campus Director as soon as possible.

Persons responsible for carrying out the emergency response and evacuation procedures include: Campus Director, Assistant Campus Director, and Facilities Manager with assistance from Student Services.

Timely Warnings for an Emergency

In the event of an ongoing or continuing threat to the campus community, a timely warning is issued verbally, notices are posted in common on-campus areas and students will receive an email. Timely shall be defined to mean immediately or as immediately as possible under the circumstances. The intent of a timely warning is to provide adequate information necessary to enable the campus community to protect themselves when a significant emergency or dangerous situation occurs. The content of the timely warning will not disclose information that may compromise law enforcement efforts. Anyone with information that warrants a timely warning should report it immediately to the Campus Director or Assistant Campus Director. The Campus Director or Assistant Campus Director is responsible for ensuring timely warnings are issued to the campus community.

Facilities Security and Access

The campus facilities are open during day and evening business hours and are accessible to students, employees, contractors, guests, and invitees. The campus is secured during non business hours by locking doors and setting alarms and only accessible by issued key and alarm pass code. Maintenance personnel enter the facilities during the evening or early morning non business hours by issued key and alarm pass code. WCUI does not have on or off campus residences or official off campus student organizations. WCUI does not have a security or police department. Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. The Campus Director or Assistant Campus Director regularly reviews the campus and reports malfunctioning lights and other unsafe physical conditions to WCUI's Facilities Department for correction.

Security Awareness Programs for Students and Employees

Safety and security awareness programs are in place for students and employees. The common theme of awareness and crime prevention programs are to encourage students and employees to be aware of their responsibility for their own security and the security of others. Quarterly seminars will be held for students and employees on various subjects, including drug and alcohol awareness, domestic violence, violent acts against women, and self-defense/personal safety. The safety rules, including crime prevention, are available in WCUI's Student Handbook and reviewed with students during orientation. Security, including crime prevention, is reviewed with employees at hire dates and during staff and faculty meetings.

Instructors are required at the start of each term to discuss emergency evacuation procedures and safety policy on the first day of class. Visual emergency exiting layouts are posted at the entrances of all campus rooms and Emergency Classroom Procedures shall be posted in each lab.

In the event of eminent danger or immediate emergency, information is released through e-mail, voice mail, or classroom and campus announcements.

Alcoholic and Drug Prevention Policy

WCUI is proud to be a drug-free work place, comply with the Drug Free Schools and Communities ACT (DFSCA).

It is unlawful to manufacture, distribute, dispense, possess, or use any controlled substance in all buildings, property, facilities, and branch locations of the school or as part of school activities.

1. We believe that chemical dependency, including alcoholism, is a treatable disease which can be permanently arrested and individuals returned to productive healthy lives. Identification and treatment of chemical dependency also in the early stages will benefit both the School and the Student/Employees. We also recognize that chemical dependency by another member of the immediate family can create stress for the student/employee, which is detrimental to the school and/or job performance. For this reason, we encourage students and employees to utilize the procedures that are available in seeking assistance.

2. It is the responsibility of all supervisors/instructors to ensure that no student/employee with alcoholism or chemical dependency is terminated or demoted for seeking or accepting diagnosis or treatment of the illness,

but they must become familiar with job-related symptoms in order to discuss the subject with the individual, when unsatisfactory performance is accompanied by indications of chemical dependency.

3. The School reserves the right to request reasonable cause testing based on observable actions, physical evidence, or on observable changes in established behavior patterns. Reasonable cause testing may be requested by any School official or supervisory employee/instructor if circumstances warrant.

4. The confidential nature of the medical records of employees with chemical dependency, including alcoholism, is preserved in the same manner as all other medical records. A person who suffers from this disease will receive the same employee benefits and insurance coverage provided for other diseases under our established employee health insurance plans.

5. The School will make every reasonable effort to assist and encourage the employee/student to make the decision to accept the recommended form of treatment for chemical dependency. However, if the student/employee refuses to accept treatment, or continually does not respond to treatment, or the indications of chemical dependency persist, disciplinary action will be taken.

6. Any student or employee violating the schools policy will be subject to disciplinary action, which may include dismissal.

Prevention and Treatment

WCUI has developed programs through WellConnect by Student Resource Services and ADP Total Source, for employees, to prevent the illicit use of drugs and the abuse of alcohol by students and employees on campus or at off campus student related activities. These programs provide services related to drug use and abuse including dissemination of informational materials, disciplinary actions and a list of educational programs, counseling services, and treatment programs. Services are available 24 hours, 7 days a week. Contact information for WellConnect by Student Resource Services is 1-866-640-4777 and ADP Total Source is 1-888-231-7015.

Alcoholic Beverages

The possession, sale or the furnishing of alcohol at WCUI is governed by WCUI's Drug and Alcohol Policy and California state law. Laws regarding the possession, sale, consumption or furnishing of alcohol is controlled by the California Department of Alcohol and Beverage Control (ABC). However, the enforcement of alcohol laws on-campus is the primary responsibility of the Campus Director, Assistant Campus Director and local law enforcement agencies. WCUI has been designated "Drug free" and in no circumstances is the consumption of alcohol permitted. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by the Campus Director, Assistant Campus Director and local law enforcement agencies. Violators are subject to WCUI's disciplinary action, criminal prosecution, fine and imprisonment. It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal. It is also a violation of WCUI's Drug and Alcohol Policy for anyone to consume or possess alcohol in any public or private area of WCUI. Students and employees violating alcohol/substance policies or laws will be subject to discipline by WCUI. For more information, please refer to the most recent Drug and Alcohol policy.

Alcohol Abuse Health Risks

Alcohol and Substance abuse can cause very serious health and behavioral problems, including short-and long-term effects upon both the body (physiological) and mind (psychological), as well as impairment of learning ability, memory, and performance. For additional information on health risks of substance abuse, see: <http://www.drugabuse.gov/related-topics/medical-consequences-drug-abuse>.

According to the Centers for Disease Control and Prevention (CDC), excessive alcohol use has immediate effects that increase the risk of many harmful health conditions. These immediate effects are most often the result of binge drinking and include the following:

- Unintentional injuries, including traffic injuries, falls, drownings, burns, and unintentional firearm injuries.
- Violence, including intimate partner violence and child maltreatment. About 35% of victims report that offenders are under the influence of alcohol. Alcohol use is also associated with 2 out of 3 incidents of intimate partner violence. Studies have also shown that alcohol is a leading factor in child maltreatment and neglect cases, and is the most frequent substance abused among these parents.
- Risky sexual behaviors, including unprotected sex, sex with multiple partners, and increased risk of sexual assault. These behaviors can result in unintended pregnancy or sexually transmitted diseases.
- Miscarriage and stillbirth among pregnant women, and a combination of physical and mental birth defects among children that last throughout life.
- Alcohol poisoning, a medical emergency that results from high blood alcohol levels that suppress the central nervous system and can cause loss of consciousness, low blood pressure and body temperature, coma, respiratory depression, or death.

The CDC also indicates that over time, excessive alcohol use can lead to the development of chronic diseases, neurological impairments and social problems. These include but are not limited to:

- Neurological problems, including dementia, stroke and neuropathy.
- Cardiovascular problems, including myocardial infarction, cardiomyopathy, atrial fibrillation and hypertension.
- Psychiatric problems, including depression, anxiety, and suicide.
- Social problems, including unemployment, lost productivity, and family problems.
- Cancer of the mouth, throat, esophagus, liver, colon, and breast. In general, the risk of cancer increases with increasing amounts of alcohol.
- Liver diseases, including:
 - Alcoholic hepatitis.
 - Cirrhosis, which is among the 15 leading causes of all deaths in the United States.
 - Among persons with Hepatitis C virus, worsening of liver function and interference with medications used to treat this condition.
 - Other gastrointestinal problems, including pancreatitis and gastritis.

Health Risks related to Substance Abuse

The Controlled Substances Act (CSA) places all substances that are regulated under existing federal law into one of five schedules. Reference is made to these schedules in the tables within this program and a description of each schedule is indicated below:

Schedule I Controlled Substances

Substances in this schedule have a high potential for abuse. Some examples of substances listed in schedule I are: heroin, lysergic acid diethylamide (LSD), marijuana (cannabis), peyote, methaqualone, and 3, 4-methylenedioxymethamphetamine (“ecstasy”).

Schedule II Controlled Substances

Substances in this schedule have a high potential for abuse that may lead to severe psychological or physical dependence. Examples of single entity schedule II narcotics include morphine and opium. Other schedule II narcotic substances and their common name brand products include: hydromorphone (Dilaudid®), methadone (Dolophine®), meperidine (Demerol®), oxycodone (OxyContin®), and fentanyl (Sublimaze® or Duragesic®). Examples of schedule II stimulants include: amphetamine (Dexedrine®), Adderall®, methamphetamine (Desoxyn®), and methylphenidate (Ritalin®). Other schedule II substances include: cocaine, amobarbital, glutethimide, and pentobarbital.

Schedule III Controlled Substances

Substances in this schedule have a potential for abuse less than substances in schedules I or II and abuse may lead to moderate or low physical dependence or high psychological dependence. Examples of schedule III narcotics include combination products containing less than 15 milligrams of hydrocodone per dosage unit (Vicodin®) and products containing not more than 90 milligrams of codeine per dosage unit (Tylenol with Codeine®). Also included are buprenorphine products (Suboxone®) and (Subutex®) used to treat opioid addiction. Examples of schedule III non-narcotics include benzphetamine (Didrex®), phendimetrazine, ketamine, and anabolic steroids such as oxandrolone (Oxandrin®).

Schedule IV Controlled Substances

Substances in this schedule have a low potential for abuse relative to substances in schedule III. An example of a schedule IV narcotic is propoxyphene (Darvon® and Darvocet-N 100®). Other schedule IV substances include: alprazolam (Xanax®), clonazepam (Klonopin®), clorazepate (Tranxene®), diazepam (Valium®), lorazepam (Ativan®), midazolam (Versed®), temazepam (Restoril®), and triazolam (Halcion®).

Schedule V Controlled Substances

Substances in this schedule have a low potential for abuse relative to substances listed in schedule IV and consist primarily of preparations containing limited quantities of certain narcotics. These are generally used for antitussive, antidiarrheal, and analgesic purposes. Examples include cough preparations containing not more than 200 milligrams of codeine per 100 milliliters or per 100 grams (Robitussin AC® and Phenergan with Codeine®).

Illegal Drug Possession

WCUI has been designated "Drug free". The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by the Campus Director, Assistant Campus Director and local law enforcement agencies. Violators are subject to WCUI's disciplinary action, criminal prosecution, fine and imprisonment. For more information, please refer to the most recent Drug and Alcohol policy.

Disciplinary Action for Weapons, Drug, and Alcohol Violation

WCUI is committed to helping students meet their educational and career goals. Employees are held to a high standard and are required to conduct themselves in a professional manner. When students or employees violate weapon, drug, or alcohol laws, disciplinary action will result as described on the following page. WCUI provides assistance in obtaining an appropriate referral to a counseling or rehabilitation agency.

The results of any investigation are available upon request to victims or if necessary, the victims next of kin as determined and required by Federal and State laws.

Legal Sanctions – Laws Governing Alcohol

The Clery Act requires WCUI to inform students and employees of laws governing Alcohol. Federal law has set 21 as the minimum age to purchase or possess any alcoholic beverage. Specific ordinances regarding violations of alcohol laws, including driving while intoxicated, are available from the California Department of Alcoholic Beverage Control and Arizona Beverage Control (ABC). The ABC's Act and Related Statutes includes the following laws related to alcohol sanctions:

Business & Professions Code Violations

CA code 25658 (a) B&P and AZ code 4-241 Article 3 – Furnish Alcohol to Minor

Definition: Every person who sells, furnishes, gives, or causes to be sold, furnished, or given away, any alcoholic beverage to any person under the age of 21 years is guilty of a misdemeanor.

Penalty: This violation requires a mandatory court appearance and the fine imposed will be at the discretion of the judge.

CA code 25661 B&P and AZ code 4-241 Article 3 – Possession of False ID

Definition: Any person under the age of 21 years who presents or offers to any licensee, his or her agent or employee. any written, printed, or photo static evidence of age and identity which is false, fraudulent or not actually his or her own for the purpose of ordering, purchasing, attempting to purchase or otherwise procuring or attempting to procure, the serving of any alcoholic beverage, or who has in his or her possession any false or fraudulent written, printed, or photo static evidence of age and identity, is guilty of a misdemeanor.

Penalty: The violator shall be punished by a fine of at least \$250, no part of which shall be suspended. This violation requires a mandatory court appearance.

25662 B&P and AZ code 4-241 Article 3 – Minor in Possession of Alcohol (MIP)

Definition: Any person under the age of 21 years who has any alcoholic beverage in his or her possession on any street or highway or in any public place or in any place open to the public is guilty of a misdemeanor.

Penalty: A person convicted of a "Minor in Possession" includes a mandatory court appearance, as well as a mandatory suspension of your driver's license for a year, up to \$675 in fines, or proof of completion of the Youth Offender Program.

Legal Sanctions – Laws Governing Illegal Substances

Federal Penalties and Sanctions for Illegal Possession of a Controlled Substance

21 U.S.C. 844(a)

1st conviction: Up to 1 year imprisonment and fined at least \$1,000 but not more than \$100,000, or both.

After 1 prior drug conviction: At least 15 days in prison, not to exceed 2 years and fined at least \$2,500 but not more than \$250,000, or both.

After 2 or more prior drug convictions: At least 90 days in prison, not to exceed 3 years and fined at least \$5,000 but not more than \$250,000, or both, if:

- (a) 1st conviction and the amount of crack possessed exceeds 5 grams.
- (b) 2nd crack conviction and the amount of crack possessed exceeds 3 grams.
- (c) 3rd or subsequent crack conviction and the amount of crack possessed exceeds 1 gram.

21 U.S.C. 853(a)(2) and 881(a)(7)

Forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than 1 year imprisonment. (See special sentencing provisions re: crack.)

21 U.S.C. 881(a)(4)

Forfeiture of vehicles, boats, aircraft or any other conveyance used to transport or conceal a controlled substance.

21 U.S.C. 844a

Civil fine of up to \$10,000 (pending adoption of final regulations).

21 U.S.C. 853a

Denial of Federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to 1 year for first offense, up to 5 years for second and subsequent offences.

18 U.S.C. 922(g)

Ineligible to receive or purchase firearm.

Miscellaneous

Revocation of certain Federal licenses and benefits, e.g. pilot licenses, public housing tenancy, etc., are vested within the authorities of individual Federal agencies.

Note: These are only Federal penalties and sanctions. Additional State penalties and sanctions may apply.

Appendix B

Note: This appendix will not be codified in the Code of Federal Regulations.

This appendix contains a description of health risks associated with substances covered by the Controlled Substances Act (21 U.S.C. 811), and is taken from a Department of Justice publication entitled *Drugs of Abuse* (1989 Edition). The appendix also includes a summary of health risks associated with alcohol, as described in *What Works: Schools Without Drugs* (1989 Edition), a Department of Education publication.

Persons interested in acquiring the publications or in obtaining subsequent editions in the future should contact the Superintendent of Documents, Washington, DC 20402, for *Drugs of Abuse*, and *Schools Without Drugs*, Pueblo, CO 81009, for *What Works: Schools Without Drugs*.

The Department of Education is providing this information as an example of the minimum level of information that IHEs may provide to their students and employees in order to comply with the requirement in Sec. 86.100(a)(3) of these regulations relating to the distribution of the health risks associated with the use of illicit drugs and the abuse of alcohol. The Secretary considers this information as meeting the requirements of the regulations, but IHEs are not precluded from distributing additional or more detailed information. If an IHE distributes this information in future years, it should use the most current editions of *Drugs of Abuse* and *Schools Without Drugs* that are available.

WCUI Sanctions

A violation of any law regarding the unlawful possession, use or distribution of illicit drugs and alcohol by students or employees is also a violation of WCUI's Drug and Alcohol policy and will be treated as a separate disciplinary matter by WCUI.

WCUI will impose disciplinary sanctions on students and employees who violate the standards of conduct. These sanctions may include anything up to and including dismissal. In addition, those who violate public law may be subject to criminal prosecution from local, state, and federal law enforcement. Conviction of drug and alcohol violations can lead to imprisonment, fines and community service. Convictions may also prevent individuals from entering many fields of employment and make them ineligible for federal student grants and loans. Many cities have local ordinances which prohibit public consumption of alcohol. The penalties for DUI depend on factors such as prior history, and vary from state to state. Penalties for drugs vary with the type and amount of the drug, and whether other criminal activity occurred with the drug offense.

Sexual Offense Policy and Other Information

WCUI is required by the Clery Act to include in its Annual Security Report information about Sex offense policy and procedures, prevention and how to access information on registered sex offenders in the campus community.

Sexual Offense Policy

Sexual assault is not tolerated by WCUI. WCUI will promptly investigate all allegations of sexual assault and take appropriate action where required. For instance, WCUI will change a student's academic schedule in order to protect the victim of a sexual offense.

What to do if you are Sexually Assaulted

If you are a victim of a sexual assault, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. WCUI strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. Victims of an assault should be reported directly to the local law enforcement agency but reporting is at the victim's discretion. In addition, the designated Title IX Coordinator (Student Services Coordinator) will assist the student in notifying these authorities at the student's request.

Numbers to local law enforcement agencies are as follows:

Local Law Enforcement Agency	Local Phone Number	Emergency Number
Beverly Hills Police Department	(310) 550-4951	911
Ontario Police Department	(909) 395-2001	911
Phoenix Police Department	(602) 262-6151	911

Contact information for the Title IX Coordinators

Title IX Coordinators	Local Phone Number	E-mail Address
Carla Dominguez (Beverly Hills)	(310)289-5123	Carla.dominguez@wcui.edu
Bryn Logan (Ontario)	(909)483-3808	Bryn.logan@wcui.edu
Nicole Burbank (Phoenix)	(602)954-3834	Nicole.burbank@wcui.edu

Filing a police report with the local law enforcement agency will not obligate the victim to prosecute. Filing a police report will:

- Ensure that a victim of sexual assault receives the necessary medical treatment and tests at no expense to the victim;
- Provide the opportunity for collection of evidence helpful in prosecution which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam); and
- Assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

Sexual Assault Counseling Services

WCUI does not provide on-campus or off-campus counseling services. However, WCUI can and will refer the victim to a non-related, outside counseling service such as a local rape counseling center. WCUI does not have on campus housing; however can make reasonable changes in the victim's academic schedule following an alleged sex offense. In addition, WCUI offers the Employee Assistance Program for all employees.

Sexual Assault Disciplinary Action

The victim of a sexual assault may choose for the investigation to be pursued through the criminal justice system and WCUI or only the latter. To initiate disciplinary action against a student or employee for sexual assault, a report must be made to the Campus Director.

The following disciplinary procedures will be conducted in cases of an alleged sex offense:

- WCUI will delegate an investigator to review the specifics in the case, interview the accuser and accused, and any witnesses.
- WCUI will conduct a meeting during which the accuser and the accused are entitled to participate and have the option of one person who has had no formal legal training to accompany them throughout the meeting.

- Both the accuser and the accused will be informed in writing of WCUI's final determination with respect to the alleged sex offense and any sanction that is imposed against the accused.

Sanctions

A student or employee found guilty of a sexual assault will be dismissed or terminated.

Prevention Programs

Educational information regarding sexual assaults, date rape, acquaintance rape, and other forcible and non-forcible sex offenses is addressed to all students at orientation. WCUI also has information concerning these topics available in the Student Services department.

Availability of Sex Offender Registry

In accordance to the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, WCUI is providing a link to the State of California Department of Justice's register sex offender's website. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by the State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice of each institution of higher education in that State at which the person is employed, carries a vocation, or is a student. Under federal law convicted sex offenders must register with local law enforcement under Megan's Law.

The National Registry of Sex Offenders is available via Internet at the following web address:
<http://www.nationalsexoffenderregistry.com>

Violence Against Women Reauthorization Act of 2013 (VAWA)

The Violence Against Women Reauthorization Act of 2013 (VAWA) amended the Clery Act and will require WCUI to compile statistics for additional crimes that are reported to WCUI or to local police agencies. These additional crimes include sexual assault, domestic violence, dating violence, and stalking. WCUI will begin to compile statistics on VAWA crimes in 2013 and as additional guidance is provided to WCUI, future Annual Security Reports may have more details on this new law.

Hate Crimes

There were no reported incidents of hate crimes reported for 2012, 2013, or 2014. Hate crime statistics are presented in narrative format when there are no hate crimes to report or if there are a limited number of hate crimes reported.

A *Clery Act* hate crime is committed when the victim was intentionally targeted because of bias. Bias for the purpose of *Clery Act* hate crime reporting is a *preformed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation, or ethnicity/national origin.*

Hate crime categories include murder/non-negligent manslaughter, sex offenses – forcible, sex offences – non forcible, incest, statutory rape, robbery, aggravated assault, burglary, motor vehicle theft, arson, simple assault, larceny-theft, intimidation, destruction/damage/vandalism of property.

WCUI takes hate crimes and all criminal offences seriously and encourages the campus community to report any crime to the Campus Director or Assistant Campus Director. Crimes also can be reported by calling 911.

Annual Disclosures Preparation

WCUI maintains a Security Incident Report wherein all events related to safety and/or security are kept and documented. At the conclusion of each year, WCUI assembles this data, along with local Police reports, in order to produce the data found below.

Campus Crime Statistics

WCUI – Beverly Hills Campus Crime Statistics 2012 – 2014 Criminal Offenses						
	On Campus			Public Property		
	2012	2013	2014	2012	2013	2014
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0
Robbery	0	0	1	0	2	0
Aggravated assault	0	0	0	1	0	0
Burglary	0	2	0	0	0	0
Motor Vehicle Theft	0	0	0	0	1	0
Arson	0	0	0	0	0	0
Totals	0	2	1	1	3	0

WCUI – Beverly Hills Campus Crime Statistics 2012 – 2014 Hate Crimes						
	On Campus			Public Property		
	2012	2013	2014	2012	2013	2014
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Destruction, Damage, Vandalism of Property	0	0	0	0	0	0
Any other crime involving bodily injury	0	0	0	0	0	0
Totals	0	0	0	0	0	0

Arrests & Disciplinary Actions

WCUI – Beverly Hills Campus Crime Statistics 2012 – 2014 Arrests						
	On Campus			Public Property		
	2012	2013	2014	2012	2013	2014
Liquor Law Violations	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0	0
Totals	0	0	0	0	0	0

WCUI – Beverly Hills Campus Crime Statistics 2012 – 2014 Disciplinary Actions						
	On Campus			Public Property		
	2012	2013	2014	2012	2013	2014
Liquor Law Violations	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0	0
Totals	0	0	0	0	0	0

Campus Crime Statistics

WCUI – Ontario Campus Crime Statistics 2012 – 2014 Criminal Offenses						
	On Campus			Public Property		
	2012	2013	2014	2012	2013	2014
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Totals	0	0	0	0	0	0

WCUI – Ontario Campus Crime Statistics 2012 – 2014 Hate Crimes						
	On Campus			Public Property		
	2012	2013	2014	2012	2013	2014
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Destruction, Damage, Vandalism of Property	0	0	0	0	0	0
Any other crime involving bodily injury	0	0	0	0	0	0
Totals	0	0	0	0	0	0

Arrests & Disciplinary Actions

WCUI – Ontario Campus Crime Statistics 2012 – 2014 Arrests						
	On Campus			Public Property		
	2012	2013	2014	2012	2013	2014
Liquor Law Violations	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0	0
Totals	0	0	0	0	0	0

WCUI – Ontario Campus Crime Statistics 2012 – 2014 Disciplinary Actions						
	On Campus			Public Property		
	2012	2013	2014	2012	2013	2014
Liquor Law Violations	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0	0
Totals	0	0	0	0	0	0

Campus Crime Statistics

WCUI – Phoenix Campus Crime Statistics 2012 – 2014 Criminal Offenses						
	On Campus			Public Property		
	2012	2013	2014	2012	2013	2014
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0
Robbery	0	0	0	0	1	0
Aggravated assault	0	0	0	1	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	1	4	2	3
Arson	0	0		0	0	0
Totals	0	0	1	5	3	3

WCUI – Phoenix Campus Crime Statistics 2012 – 2014 Hate Crimes						
	On Campus			Public Property		
	2012	2013	2014	2012	2013	2014
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Destruction, Damage, Vandalism of Property	0	0	0	0	0	0
Any other crime involving bodily injury	0	0	0	0	0	0
Totals	0	0	0	0	0	0

Arrests & Disciplinary Actions

WCUI – Phoenix Campus Crime Statistics 2012 – 2014 Arrests						
	On Campus			Public Property		
	2012	2013	2014	2012	2013	2014
Liquor Law Violations	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0	0
Totals	0	0	0	0	0	0

WCUI – Phoenix Campus Crime Statistics 2012 – 2014 Disciplinary Actions						
	On Campus			Public Property		
	2012	2013	2014	2012	2013	2014
Liquor Law Violations	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0
Illegal Weapons Possession	0	0	0	0	0	0
Totals	0	0	0	0	0	0