



# 2013 ANNUAL SECURITY & FIRE SAFETY REPORT



# A MESSAGE FROM THE CHIEF OF POLICE



On behalf of the men and women of the California State University of Los Angeles' Department of Public Safety, thank you for your interest in our Annual Security and Fire Safety Report. The foremost concern of our Department is the safety and well-being of our students, faculty, staff and visitors.

With your partnership, the Department of Public Safety strives to create the safest possible environment for all who come to our campus to learn, work and visit. A truly safe campus can only be achieved through the cooperation of the entire campus community. With your help and participation and our commitment, I am confident that the time you spend with us will be safe and productive.

The information in this annual report is made available to you in compliance with The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, formerly The Student Right to Know Act of 1990. It is our hope that this information assists you in making intelligent, informed decisions. Please read it carefully and use the information to become partners with us in providing a safe and enjoyable experience as you become part of our university community.

This booklet is also available electronically from our web page at [www.calstatela.edu/univ/police/](http://www.calstatela.edu/univ/police/). If you have any questions or would like to request a copy of the annual security and fire safety report, please contact our office at **(323) 343-3700**.

Sincerely,  
John Hernandez  
Interim Director of Public Safety / Chief of Police

## PUBLIC SAFETY MISSION STATEMENT

The Department of Public Safety protects persons and property by providing essential and professional law enforcement and public safety services, while promoting community involvement and assistance. The overall goal of the agency is to provide the safest possible environment for the students, faculty, staff, and visitors at the University.

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# CAMPUS LAW ENFORCEMENT



## University Police

In November 2001, the California State University, Los Angeles University Police Department became a nationally accredited agency. Since then, the Department has been re-accredited four times (December 2004, November 2007, November 2010, and most recently in August 2013). The department has met the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA) state-of-the-art standards.

This voluntary process to gain accreditation is a highly prized recognition of law enforcement professional excellence. The process is designed to help formalize essential management practices; improve service delivery; strengthen crime prevention capabilities; and, boost citizen and staff confidence in the agency. The University Police has 21 police officer positions. Our sworn officers patrol the campus on foot, on bikes, on motorcycles, or by marked vehicle and are available 24-hours a day, seven days a week to respond to emergencies.

## ENFORCEMENT AND ARREST AUTHORITY

Police officers for University Police are vested with the same peace officer powers of arrest and responsibilities as other police officers within the State of California. Their authority is granted through legislative action defined in the California Education and Penal Codes. Their primary jurisdiction covers all property owned and operated by the University, including adjacent public streets and property.

## WORKING RELATIONSHIP WITH OTHER LAW ENFORCEMENT AGENCIES

In cases involving on-campus and off-campus jurisdictions, or when the resources of another agency can be used to facilitate the resolution of an investigation, the Department of Public Safety cooperates fully with federal, state and local law enforcement agencies. University Police maintain a close working relationship with law enforcement agencies in the surrounding community, including the Alhambra, Los Angeles, and Monterey Park Police Departments, as well as the L.A. County Sheriff's Department.



# CAMPUS SECURITY INFORMATION



## Campus Security

### ACCESS TO UNIVERSITY FACILITIES

In the interest of students, faculty, staff and visitors of Cal State L.A., campus facilities are continuously maintained and all necessary security provisions are provided. Many events held on campus are open to the public, including those at the bookstore, library, and food court. Access to academic and administrative facilities on campus is generally limited to students, employees, and visitors for the purpose of study, work, teaching, and other university business.

### BUILDING SECURITY CHECKS

The Eagle Patrol, a University Police student-based program, conducts building security checks during the evening hours. The campus buildings are secured starting at 10 p.m. Mondays through Thursdays, and 5 p.m. on Fridays and Saturdays. Buildings are closed on Sundays except where access authorization has been established.

### CAMPUS WATCH PROGRAM (CWP)

This campus-based, proactive policing program is provided by University Police to develop and

enhance its public outreach efforts and to merge its police services with community programs to strengthen community partnerships. It emphasizes fire/life safety, security screening and review, and crime prevention. One or more buildings are assigned to the sergeants, who contact building coordinators twice a month and serve as that area's primary police contact. In 2012, University Police dedicated over 453 hours of activity to the CWP, with public contact to over 860 individuals.

### LIGHTING AND EMERGENCY TELEPHONE SURVEYS

Surveys are conducted monthly by the Department of Public Safety to ensure that equipment is in working order. If equipment is found to be non-operational, a repair request is given to the responsible campus department. The University makes every effort to promote safety. Particular attention is paid to the design of landscaping, groundskeeping and exterior lighting. Facilities Services and the Environmental Health and Safety Office also conduct regular safety inspections.

# CAMPUS SECURITY INFORMATION

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### Daily Crime Logs

The Department of Public Safety maintains a daily crime log of all department activity. The log is available for viewing at the station upon request.

### Preparation and Distribution of Annual Security and Fire Safety Report

#### CRIME STATISTICS

Cal State L.A. is required to collect and annually publish statistics concerning the occurrence of selected crimes on campus property (including residential facilities), non-campus property, and public property. Crimes reported or known to University Police, local police or reported from a variety of campus individuals and/or departments, considered by Clery to be a "campus security authority" (CSA), are also included. Statistics are compiled in accordance with the Uniform Crime Reporting System of the Department of Justice and the Federal Bureau of Investigation.

To comply with the Clery Act, relevant crime statistics are collected from local police agencies by providing to them the addresses of locations that are contiguous to, affiliated with, or adjacent to the property of Cal State L.A. Locations include any building or property that is either owned or controlled by an officially recognized student organization.

Campus Security Authorities are responsible for completing a Crime & Incident Report form when specified crimes/incidents are reported to them. The completed form is then submitted confidentially to the Chief of Police. Information collected from these forms is used to determine the category of the crime or incident and the location under which the incident should be reported in the Annual Security and Fire Safety Report according to the requirements of the Clery Act.

#### CLERY BROCHURE DISTRIBUTION

The Clery brochure is distributed annually by the following: hard copy printout, electronic PDF, and is posted on the Campus Police web page. Following are the distribution methods for the Annual Security and Fire Safety report:


- Printed version of the report is available at the

Department of Public Safety (DPS), Student Affairs, Health Center, Student Housing, and Human Resources Management

- Notice of report availability is provided via e-mail sent to all current students, faculty and staff, and is also included on faculty/staff pay stubs
- Cal State L.A. employment applications include notice of report availability
- Electronic PDF report is posted on DPS web page at [www.calstatela.edu/univ/police/clery.php](http://www.calstatela.edu/univ/police/clery.php)

### Timely Warnings-Crime Alert

When circumstances warrant, a campus-wide "timely warning" or Crime Alert bulletin (as referred to at Cal State L.A.) shall be initiated by the Department of Public Safety to warn the University community of imminent or potential danger. The Crime Alert is distributed through various means, including physical postings of the bulletin throughout campus, on our web page ([www.calstatela.edu/univ/police/index.php](http://www.calstatela.edu/univ/police/index.php)), and via e-mail notification to the campus community should the situation require. Following is a sample of a Crime Alert bulletin:




### CRIME ALERT

California State University, Los Angeles  
University Police Department  
Joseph Custer, Chief

#### ROBBERY / STRONG-ARM

The Cal State L.A. University Police Department seeks your assistance as it investigates the following incident.



**Summary:** On Tuesday, October 25, 2011, at approximately 8:30 pm, the victim (CSULA student) was walking through the north end of Parking Lot 5. The victim reported being approached by a suspect from behind, who began walking beside and holding onto the victim's arm. The suspect, using his left hand from inside his jacket, pocket, pointed an unknown object (possibly a weapon) at the victim and said, "Don't scream or yell. Give me everything you have."

The victim complied and the suspect was last seen with the victim's property, walking without incident through the parking lot from the same direction he had approached. The victim did not receive any physical injuries.

**Suspect Description:** Male/Hispanic/Adult; approximately 20's in age, approximately 5'7" tall, medium to chunky build. The suspect was wearing jeans and a large black varsity jacket, a black beanie, black and white Vans-brand tennis shoes and Wayfarer-type sunglasses.

**Weapon used:** Hands (No weapon seen)

**Location:** Parking Lot 5, CSULA campus

For more information regarding this crime, please contact Detective Martin at (323) 343-0000 or call the Victim/Witness Assistance Line, available 24-hours a day at (323) 343-3756.

**Safety Tips:**

- Avoid walking alone at night.
- Request a free escort from Eagle Patrol when walking on campus and/or near Housing by calling the University Police Department at (323) 343-3700.
- Be alert to your surroundings and the people around you, especially if you are alone or it is dark.
- Walk confidently, and at a steady pace.
- Be conscious of people just "hanging around" anywhere, especially near pay phones, public restrooms, building entrances and garages.
- Don't invite trouble: keep gold chains out of sight; don't flash your jewelry; and turn your rings around so the stones don't show.

**REMINDER:** Whenever you see suspicious activity on campus (or in the surrounding area), please call the University Police Department immediately to report it.

# REPORTING CRIMES AND EMERGENCIES

## Reporting Crime or Emergencies on Campus

The University encourages the accurate and prompt reporting of all crimes to the University Police and appropriate law enforcement agencies. Anyone who is the victim or witness to any crime or emergency situation, or who becomes aware of any problems with the campus environment, is encouraged to promptly report the incident to the University Police, who are available 24-hours a day, seven days a week.

### TO REPORT A CRIMINAL, MEDICAL, OR FIRE EMERGENCY:

Call 9-1-1 immediately

From a campus phone or campus public phone: connects to University Police

From an off-campus phone: connects to police with jurisdiction for area calling from

From a cellular phone: connects to the California Highway Patrol

Use Campus Emergency Phones ("Blue Light," nondial outdoor phones): connects to University Police; located throughout campus, parking lots and structures

Call University Police: (323) 343-3700; on-campus extension 3-3700

### FIRE EMERGENCY—AFTER CALLING 9-1-1:

Sound any available fire alarms

Calmly take personal belongings and evacuate building using stairwell

Check-in with Building Evacuation Coordinator at designated Evacuation Assembly Area

If assistance is needed, if able, go to nearest stairwell; ask someone to notify emergency personnel of your location

### REPORTING OFFENSES TO OTHER CSULA OFFICES/CAMPUS SECURITY AUTHORITIES

While the University encourages its campus community to report all criminal incidents to law enforcement, in some cases a victim may choose not to file a police report but may be inclined to report the incident to someone else at the university.

A Campus Security Authority (CSA) is defined by Clery as, "An official of an institution who has significant responsibility for student and campus activities, including but not limited to, student housing, student discipline, and campus judicial procedures." Individuals may be designated as CSAs if their official job responsibilities involve significant interaction with student and/or campus activities; serve as formal or unofficial mentors to students; serve as a member in an office or of a committee to whom students are instructed or informed to report or discuss crimes, allegations of crimes and

other troubling situations; or have oversight for disciplinary procedures.

CSAs include the Vice President for Student Affairs; Judicial Affairs officer; Equity and Diversity specialist; faculty advisors for student organizations; athletic directors and team coaches; Housing director(s) and resident assistants/ resident directors; Associated Students, Inc., officers and representatives; Center for Student Involvement directors and coordinators; and, director and coordinators of the Cross Cultural Centers.

These University personnel will complete a Campus Security Authorities Crime & Incident Report form and will encourage the crime victim(s) and/or witness(es) to report the incident to University Police. However, if a reporting person requests anonymity, the request will be honored to the extent permitted by law, and the form will be completed without including any information that would personally identify the victim without his/her consent. Data collected will only be used to get a more accurate number of crimes on campus and will be used by University Police to promote crime awareness and enhance campus safety.

### VOLUNTARY CONFIDENTIAL REPORTING

To report a crime on a confidential basis call:

**Victim/Witness Assistance (323) 343-3756**

If you are the victim of a crime and do not want to pursue action with the criminal justice system or within the University system, you may still want to consider making a confidential report. With your permission, University Police can file a report on the details of the incident without revealing your identity. The information could assist University Police in taking steps to ensure the future safety of the victim and others by determining if a pattern of crime exists and to alert the campus community to potential danger, if appropriate. You may also give confidential reports to Campus Security Authorities. Reports filed in this manner will also be included in the annual security and fire safety report.

### Golden Eagle Tip ANONYMOUS CRIME REPORTING

University Police have implemented a new crime reporting system in which community members can anonymously text, email or call to report suspicious activities or to provide non-emergency information regarding criminal activity to on-duty police personnel. Information sent via the methods below are routed through an outside vendor that assigns an alpha numeric alias before the tip is sent to University Police. If University Police have follow-up question(s), messages are sent back the alias.

- Confidential Tip Line: (323) 800-4544
- E-mail: csula@tipnow.com
- Text Message: (323) 800-4544 or csula@tipnow.com

In an emergency, life threatening situation, or serious crime in progress, always dial 9-1-1 or use a campus Emergency Phone.

# CSULA CAMPUS STATISTICS 2010-2012

## CRIME STATISTICS

	On Campus <sup>1</sup>			Residential Facilities <sup>1</sup>			Public Property			Non-Campus <sup>2</sup>		
	2010	2011	2012	2010	2011	2012	2010	2011	2012	2010	2011	2012
Murder	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0/0	0/0/0	0/0/0
Manslaughter-Negligent	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0/0	0/0/0	0/0/0
Manslaughter-Non-negligent	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0/0	0/0/0	0/0/0
<b>Sex Offenses/Forcible</b>												
Rape	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0/0	0/0/0	0/0/0
Sodomy	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0/0	0/0/0	0/0/0
Sexual Assault w/ object	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0/0	0/0/0	0/0/0
Forcible Fondling	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0/0	0/0/0	0/0/0
Sexual Battery	0/0	1/0	1/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0/0	0/0/0	0/0/0
<b>Sex Offenses/Non-Forcible</b>												
Incest	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0/0	0/0/0	0/0/0
Statutory Rape	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0/0	0/0/0	0/0/0
Robbery	3/1	3/0	0/0	0/0	1/0	0/0	0/0	0/0	0/0	0/0/0	0/0/0	0/0/0
Aggravated Assault	0/0	2/2	1/0	0/0	1/1	0/0	0/0	0/0	0/0	0/0/0	0/0/0	0/0/0
Burglary	9/1	5/0	9/0	6/1	1/0	3/0	0/0	0/0	0/0	0/0/0	0/0/0	0/0/0
Vehicle Theft	7/0	24/0	10/0	0/0	1/0	0/0	0/0	0/0	0/0	0/0/0	0/0/0	0/0/0
Arson	0/0	0/0	2/1	0/0	0/0	0/0	0/0	0/0	0/0	0/0/0	0/0/0	0/0/0
<b>Total</b>	<b>19/2</b>	<b>35/2</b>	<b>23/1</b>	<b>6/1</b>	<b>4/1</b>	<b>3/0</b>	<b>0/0</b>	<b>0/0</b>	<b>0/0</b>	<b>0/0/0</b>	<b>0/0/0</b>	<b>0/0/0</b>

1 - The "On Campus" and "Residential Facilities" statistics are in the following format: Reported/Arrested.

"Residential Facilities" incidents are also included under "On Campus" crime statistics.

2 - "Non-campus" data is provided by the Alhambra and Los Angeles Police Departments, and 2010 includes the Los Angeles County Sheriff's Department (ALH/LA/LASD).

## SPECIAL CATEGORY ARRESTS (LIQUOR, DRUG, WEAPONS)

	2010	2011	2012	2010	2011	2012	2010	2011	2012	2010	2011	2012
Liquor Laws	5/4	7/3	9/2	4/3	2/0	7/1	1/0	0/0	0/0	0/0/0	0/0/0	0/0/0
Drug Violations	11/11	6/3	10/1	3/3	1/1	4/0	0/0	0/0	1/0	0/0/0	0/0/0	0/0/0
Weapons Possession	1/1	1/1	1/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0/0	0/0/0	0/0/0
<b>Total</b>	<b>17/16</b>	<b>14/7</b>	<b>20/4</b>	<b>7/6</b>	<b>3/1</b>	<b>11/1</b>	<b>1/0</b>	<b>0/0</b>	<b>1/0</b>	<b>0/0/0</b>	<b>0/0/0</b>	<b>0/0/0</b>

## DISCIPLINARY REFERRALS

Alleged offenses reported to other responsible university officials, investigated by other university departments and referred for disciplinary action, not arrested.

	On Campus <sup>1</sup>			Residential Facilities <sup>1</sup>			Public Property <sup>2</sup>			Non-Campus <sup>2</sup>		
	2010	2011	2012	2010	2011	2012	2010	2011	2012	2010	2011	2012
Liquor Laws	20	189	460	29	189	460	0	0	0	0	0	0
Drug Violations	12	22	105	17	15	104	0	0	0	0	0	0
Weapons Possession	0	1	0	0	0	0	0	0	0	0	0	0

## HATE CRIMES

**2010:** There were no reported hate crimes.

**2011:** One (1) hate crime was reported On-Campus for vandalism against race.

**2012:** There were no reported hate crimes.

## FIRE STATISTICS 2012

Student Housing Building	Date of Fire	Cause of Fire	Injuries	Deaths	Property Damage
Golden Eagle Apartments	11/02/12	Grease Fire/Stove	3	0	\$4,250.00
Golden Eagle Apartments	03/28/12	Oven - paper left in it	0	0	\$0.00
Golden Eagle Apartments	04/23/12	Grease Fire/Stove	0	0	\$0.00



# PUBLIC SAFETY PROGRAMS AND SERVICES



## Crime Prevention Programs

Crime can occur anywhere, at any time. Keep an eye out for programs on personal safety and crime prevention. Public Safety offers programs and services to the entire campus community that can help you reduce the risk of becoming victimized. University Police personnel facilitate programs for students, parents, faculty, new employees, student organizations, and community organizations.

In 2012, 1,315 hours of dedicated activity were provided, which included public contact with almost 14,800 individuals. Contact the Crime Prevention Office at (323) 343-6290 for more information.

## Eagle Patrol–Escort Service

This University Police student-based program offers a personal escort service for students, faculty, staff and visitors, 24 hours a day, 7 days a week. Using this free service at night and when walking to parking lots alone, can greatly improve your personal safety. Please call (323) 343-3700 for more information.

## Emergency Preparedness

Each school year Cal State L.A. conducts three campuswide evacuation drills to enhance

emergency preparedness for the entire campus community. If building alarms are activated, or when police order a building evacuated, take your valuables and walk quickly to the nearest marked exit and proceed to the pre-designated assembly area for the building. A list of building evacuation assembly areas can be found in the Campus Directory and Class Schedule. Visit the Public Safety web page for more information on emergency preparedness and view Cal State L.A.'s Multi-Hazard Plan ([www.calstatela.edu/univ/police/emergency.php](http://www.calstatela.edu/univ/police/emergency.php)).

## Rape Aggression Defense Systems (R.A.D.)

Ladies! Do you know how to DEFEND yourself against an attacker? What if somebody tried to abduct you? Well, University Police offers R.A.D., a safety education program that consists of realistic self-defense tactics and techniques that can help reduce your chances of being victimized. This comprehensive, women-only course begins with awareness, prevention, risk reduction and avoidance, while progressing on to the basics of hands-on defense training. The R.A.D. self-defense training program is taught by certified instructors and is offered several times throughout the year. For more information, contact Jonathan Avalos, Crime Prevention Coordinator, at (323) 343-6290.



# PUBLIC SAFETY PROGRAMS AND SERVICES

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## Emergency Messages

When messages are received that are considered critical in nature, Public Safety personnel will attempt to notify the involved parties. Requests for this service are limited to "extreme emergencies."

*Tip: Always provide your family, spouse, or significant other with a copy of your class schedule to help locate you in the event of an emergency.*

## Emergency Notification Program

As part of our ongoing commitment to campus safety, the University is currently upgrading our campus emergency notification system. The revised system is designed to communicate time-sensitive emergency alert notifications to the campus via telephone, text messages and email. If you are a CSULA faculty, staff or student you will be automatically registered in the CSULA Emergency Notification System utilizing your current contact information within the university's computer systems. Look for more information during the fall quarter.

## First Aid

University Police officers are available seven days a week, 24 hours a day, to respond to any emergency health problem. For assistance with an emergency health problem, dial 9-1-1 or use emergency phones located throughout the campus.

*Tip: Be sure to carry identification with you at all times in addition to wearing any medical alert bracelet you may require.*

## Fingerprinting

Live Scan fingerprinting services are available Monday—Friday, from 9 a.m.—3 p.m. on a walk-in, first-come, first-served basis. Please call the Department of Public Safety at **(323) 343-3700** for more details.

*Tip: We provide a convenient location for campus community members pursuing a teaching credential, real estate license, or other certifications requiring Live Scan fingerprinting.*

## Operation Identification

Also known as Operation ID, this program involves the engraving of personal property with your state identification number. By engraving your property, you will not only discourage burglary and theft, but will also aid law enforcement in returning lost or stolen property that it recovers.

*Tip: Come by the Department of Public Safety and borrow an engraver free of charge.*

## Commuter Services—Rideshare Program

Are high gas prices bringing you down? Why not carpool or take public transportation? The Commuter Service Program is available to assist you in finding alternative, convenient and less expensive methods of commuting to campus. Ask about our extensive rideshare program which is available to the entire campus community. Our office hours are Monday through Thursday 8 a.m. to 4:30 p.m. and Friday 8 a.m. to 4 p.m. Contact Commuter Services at **(323) 343-5277** for detailed information.

*Tip: Don't pollute! Change the way you commute! By carpooling, you help the environment, save money, and you don't have to travel the roadways alone.*

## Parking & Transportation Service Center (P&T)

Parking regulations are enforced 24 hours a day, including weekends and holidays. Valid parking permits are required at all times including the first day of each quarter—there is no grace period. Quarter and Annual parking permits may be purchased at the Parking & Transportation Service Center (P&T), located south of Parking Lot 3. Students are also able to purchase their Student or Motorcycle parking permits online at <https://commerce.cashnet.com/csulapay>. Student quarter permits are also available at parking dispensing machines located in selective student lots, only during the first week of the quarter. For online purchases please visit: [csulaparking.t2hosted.com](http://csulaparking.t2hosted.com). Permits purchased online will arrive in 7-10 business days.

Faculty and Staff parking permits and transit passes must be purchased in person at the P&T. All parking permits go on sale beginning the 10th week of each previous quarter. Daily parking permits are only available for purchase through parking dispensing machines located in all student lots.

When enrolling in the Rideshare program, participants may pick up their monthly MTA, Foothill, and Metrolink passes at the P&T. The P&T is open Monday—Thursday from 8 a.m. to 6 p.m., and Fridays, 8 a.m. to 5 p.m. For more information about Parking & Transportation, please call **(323) 343-6117**.

## Vehicle Assists

The Parking Services office can assist students and employees with needs such as retrieving keys locked in vehicles, battery jump-starts and contacting emergency road services. Just call the Department of Public Safety at **(323) 343-3700**.

*Tip: Always check to make sure you have turned off your vehicle's headlights when you arrive at your destination, especially after traveling in inclement weather.*

# UNIVERSITY PROGRAMS AND SERVICES



## GENERAL INFORMATION

The Student Health Center's mission is to provide high quality, affordable health care and health education for the students of Cal State L.A. to preserve and enhance their potential for academic success and personal development. The Student Health Center also seeks to serve as the primary health resource for the University and health advocate for the campus community.

The Center is located on the main walkway between the Career Planning and Placement Center and La Kretz Hall. Services are available Monday-Thursday, 8:30 a.m.-5:45 p.m. and Fridays, 8:30 a.m.-12:15 p.m. For more information contact us at **(323) 343-3300**, drop in, or go to [www.calstatela.edu/univ/hlth\\_ctr/](http://www.calstatela.edu/univ/hlth_ctr/). Call **(323) 343-3302** to schedule a confidential appointment. Call '911' for medical and psychological emergencies.

## CONFIDENTIALITY

The Student Health Center's medical and mental health records are confidential. Information is not released without written consent, except as required by law. Healthcare providers are required to release information without having to obtain consent under the following circumstances: upon diagnosis of certain communicable diseases which must be reported to the County of Los Angeles, Department of Health Services; when a legal subpoena has been issued; when injuries

are the result of a criminal act; when there is a threat to the health and safety of others; when self-injury is likely unless protective measures are taken; when there is reason to believe that abuse of minors or elderly persons has occurred; and when otherwise legally mandated.

## MEDICAL SERVICES

Primary care physicians, nurse practitioners, and physician assistants provide a wide variety of basic primary medical care to students. Students can receive preventative medical services such as contraceptive and sexual health care, health screening, and immunization; and diagnostic and treatment services for common medical conditions such as musculoskeletal injuries, asthma, sexually transmitted infections, and others. Medical services also include chiropractic, dental, massage therapy, and optometry clinics, and psychiatric services.

## COUNSELING AND PSYCHOLOGICAL SERVICES

Counseling and Psychological Services (CAPS) encompass individual and group counseling services. Counseling sessions are confidential, interactive and nonjudgmental and are designed to aid self-understanding and resolution of personal issues. Services are provided by multidisciplinary professionals from the fields of psychology, marriage and family therapy, medical social work, and counseling who are educated and experienced in providing mental health counseling and psychotherapy. Assistance is available for alcohol and other drug abuse, coping with anxiety or depression, LGBTQ issues, relationship concerns, sexual assault, self-esteem, stress management, and other concerns.

## HEALTH EDUCATION

Health educators provide confidential and anonymous health counseling, referrals, and other services that relate to alcohol and other drugs, contraception, dating/ domestic violence, HIV infection and other sexually transmitted infections, nutrition and fitness, sexual assault and rape, sexual health, stalking, stress management, and other health issues.

# UNIVERSITY PROGRAMS AND SERVICES

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### MEDICAL SERVICES FOR STUDENTS WITH ALCOHOL AND OTHER DRUG PROBLEMS AND VICTIMS OF VIOLENCE

The Student Health Center provides students who have alcohol and other drug concerns or problems\* with medical care and counseling services and resources. Additionally, the Student Health Center provides care and resources for victims of sexual assault and other forms of violence.

Services are available on an appointment or walk-in basis. For information, call **(323) 343-3300**. To schedule an appointment, contact the Student Health Center appointment coordinator at **(323) 343-3302**.

*\* Students who seek assistance voluntarily for alcohol and other drug-related problems are not subject to disciplinary action.<sup>1</sup>*

### ALCOHOL, OTHER DRUGS AND SEXUAL ASSAULT

Alcohol is implicated in more than 90% of all nationally reported campus rapes. Alcohol and other drugs contribute to sexual assault and rape in a number of ways:

Alcohol and other drugs can reduce inhibitions and cloud judgment

Some perpetrators drink alcoholic beverages to “justify” or “excuse” rape

Alcohol and other drugs can reduce the ability to recognize danger signals or to handle an assault. Alcohol and drug abuse can be a factor contributing to incidents of sexually transmitted disease and psychological depression.

### POLICIES

The Student Health Center reports details of violent crime incidents involving patients it treats to local law enforcement agencies, as required by California Penal Code 11160-11163.5.2. In addition, the Student Health Center reports statistical data regarding certain crimes to the Department of Public Safety, in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.<sup>3</sup>

### OPTIONS FOLLOWING AN ALLEGED ON OR OFF-CAMPUS (CAMPUS-RELATED ACTIVITY) SEXUAL ASSAULT OR RAPE

Cal State L.A. will provide survivors with information and services (as required by federal and state law) related to the following:

- University sexual assault policy
- Criminal and civil prosecution
- Campus disciplinary options
- Availability of alternative housing assignments, academic assistance and mediation

For more information, contact the Office of the Vice President for Student Affairs, Student Affairs, Room 108, at **(323) 343-3100**.

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California State University, Los Angeles, Student Notification of Drug-Free Campus Policy  
Full text is available at [www.leginfo.ca.gov](http://www.leginfo.ca.gov)  
Full text is available at [www.ed.gov](http://www.ed.gov)

## Project SAFE

Project SAFE is Cal State L.A.'s domestic and sexual violence prevention and intervention program. Project SAFE is a collaborative effort among Cal State L.A.'s Student Health Center, University Police, Cross Cultural Centers, Center for Student Involvement and community partners, including the East Los Angeles Women's Center.

## VIOLENCE AGAINST WOMEN AND MEN

### DATING AND DOMESTIC VIOLENCE

Every year, almost 5 million physical and sexual assaults are committed against women by their intimate partners.

Each year 3 million physical and sexual assaults are perpetrated against men by their intimate partners.

The highest rates of dating/domestic violence are experienced by women ages 16 – 24.

Between one-fourth and one-third of all lesbian, gay, bisexual, and transgender individuals experience domestic violence.

Women with disabilities experience abuse of longer duration compared to women without disabilities.

Dating and domestic violence are crimes which comprise abusive behaviors committed by an intimate partner (e.g., [ex-]boy/girl-friend, [ex-] spouse/domestic partner) or family member. They consist of: threats of harm against you or others; hitting or kicking you; sexually assaulting you; stalking you; murder; and other criminal behaviors.

More subtle abusive acts include your "partner" humiliating you, controlling what you wear or who you can socialize with or talk to, calling you names, withholding affection to punish you, threatening suicide, and other possessive and controlling acts.

Perpetrators will often apologize and appear to make amends, but over time the violence generally escalates in frequency and severity.

### SEXUAL ASSAULT

College women are at higher risk for sexual violence than women of the same age who do not attend college.

It is estimated that male students comprise about 10% of collegiate sexual assault victims.

Most perpetrators are known to the victim (i.e., an acquaintance).

Sexual assault is the most common violence crime committed on college and university campuses.

Women with disabilities are at increased risk for sexual violence.

The majority of sexual violence incidents take place in a residence (on- or off-campus).

Sexual assault is a crime that occurs when someone uses force, threats, coercion, alcohol or other drugs, or verbal pressure to kiss you, touch your private parts, fondle you, rub against you; put a finger or object in your genitals or anus; put their mouth or tongue in contact with your genitals or anus, or make you put your mouth or tongue in contact with their genitals or anus; or penetrate you sexually.





### Myths & Facts about domestic and sexual violence

**Myth:** It isn't really a crime if a woman or man is raped by someone she/he has had sex with before.

**FACT:** Sex without consent is a crime, regardless of who commits the rape. Consent for all sexual activity must be given for every encounter and cannot be assumed. In addition, California law allows for consent to be withdrawn at any time, including after penetration.

**Myth:** Sexual assault is an expression of passion.

**FACT:** Sexual assault is a crime that uses power and control to dominate, humiliate and punish.

**Myth:** Rape is an impulsive, uncontrollable act of sexual gratification.

**FACT:** Most rapes are planned and motivated by aggression, dominance and hatred, not sex.

**Myth:** Stalking is a nuisance, but if you ignore it the stalker will quit.

**FACT:** A person may be stalked by someone they know or by a complete stranger. In either case, stalking is a serious threat to personal safety and typically escalates without intervention. Stalking episodes can last over two years. In some cases stalkers kill their victims.

**Myth:** If a woman or man is being abused, their situation can't be all that bad if they stay in the relationship.

**FACT:** There are many reasons why a woman or man may stay in an abusive relationship. She or he may be afraid. They may feel ashamed even though what they are going through is not their fault. The victim may also be financially dependent on her or his abuser. While some victims are able to successfully leave their abusers, for others, the process of leaving is extremely dangerous and can be deadly.

**Myth:** Women are to blame for putting themselves into situations that lead to sexual assault: staying out late, drinking, using drugs, going out alone, talking to strangers.

**FACT:** Women are not to blame. No woman (or man) does anything to "ask for" or deserve being sexually assaulted. Responsibility lies completely with the perpetrator.

## STALKING

Almost 3.5 million individuals are stalked each year. The highest stalking victimization rates are experienced by women and men 18-24 years of age.

Stalking is a crime. It includes someone repeatedly following you, watching you, phoning you, writing or e-mailing you, or communicating with you in other ways that seem obsessive or make you afraid or concerned for your safety. For example, it could be someone showing up where you are, even though this person has no business being there; leaving unwanted items for you to find; making unsolicited phone calls; following or spying on you; vandalizing your property; or making threats against family, friends, or pets.

## What You Can Do To Help Stop Domestic and Sexual Violence

Recognize that no one deserves to be sexually assaulted, stalked, or victimized in any way

Don't commit any behavior that may be considered dating/domestic violence, sexual assault, stalking, or any other form of violence

Never use force, coercion, threats, alcohol or other drugs to engage in sexual activity

Take responsibility for your actions

Avoid alcohol and other drugs

Remember 'no' means NO! and 'stop' means STOP!

Report incidents of violence to law enforcement and campus authorities

Discuss dating/domestic violence, sexual assault, and stalking with friends—speak out against violence and clear up misconceptions

Don't mistake submission for consent



## What You Can Do to Help Minimize Your Risk of Becoming a Victim

Be aware. Does your partner: threaten to hurt you or your children? Say it's your fault if he or she hits you, then promises it won't happen again (but it does)? Put you down in public? Force you to have sex when you don't want to? Follow you? Send you unwanted messages and gifts?

Be assertive. Speak up.

Stay sober and watch out for dates and/or anyone who tries to get you drunk or high.

Clearly communicate limits to partners.

Never leave a party with someone you don't know well.

Trust your feelings. If it feels wrong, it probably is.

Learn all you can and talk with your friends. Help them stay safe.

Report incidents of violence to law enforcement and campus authorities.

## What You Can Do if You are a Victim

### DATING/DOMESTIC VIOLENCE

- Let trusted friends and neighbors know of your situation, and develop a plan and visual signal for when you need help.

During an assault, do what you can to stay away from the kitchen (the abuser can find weapons, such as knives) and rooms where you may become trapped. Try to reach a phone.

If violence is unavoidable, make yourself a small target; dive into a corner and curl up into a ball with your face protected and arms around each side of your head, fingers entwined.

### IN GENERAL

Go to a safe place as soon as possible.

Report the crime to University Police or local law enforcement.

Call a domestic violence, sexual assault, or stalking hotline.

Preserve evidence.

Call a friend for help.

Know that you are not at fault. You did not cause the abuse to occur, and you are not responsible for the violent behavior of someone else.

Teach your children how to get to safety and call 9-1-1.

Practice how to get out safely.

Practice with your children.

### SEXUAL ASSAULT

No one can tell you whether you should resist, fight back, or submit. Your best choice is what you believe will ensure your survival. Remain as calm as possible and keep assessing the situation as it happens. During an assault you might consider these actions:

Negotiate or stall for time.

Distract the assailant and escape to a safe place.

Scream to attract attention.

Use physical resistance.

Submit—it's very important to know that submission is not the same as giving consent.

### STALKING

Tell friends, family and coworkers about your situation. Let them know not to give anyone information about your schedule.

Vary your daily schedule as much as you can and change your travel routes.

Get rides to school/work with friends or family.

Save all e-mails, correspondence, voice messages, and gifts for evidence.

Change your e-mail address, if necessary. Choose a gender-neutral name. Don't fill out online profiles.

Keep a log of all stalking incidents.

# PROJECT SAFE

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### Reporting Dating/Domestic Violence, Sexual Assault & Stalking

Cal State L.A. students, faculty, and staff are strongly encouraged to report all campus-related incidents of dating/domestic violence, sexual assault, and stalking to University Police or local law enforcement and the Office for Equity and Diversity. Reporting these crimes can help do the following:

- Protect the victim's safety.
- Ensure the victim receives proper medical care, support services, and information regarding her/his rights.
- Stop the perpetrator from committing future assaults.

### Perpetrator Sanctions

Perpetrators of dating/domestic violence, sexual assault, stalking, and other forms of violence are subject to campus disciplinary action, up to and including expulsion and employment termination. In addition, perpetrators are subject to arrest by University Police or local law enforcement authorities and criminal prosecution. Perpetrators may also face civil prosecution.

### Victims' Rights

All crime victims have rights granted by federal and state law. Specific campus-related rights afforded to sexual assault victims (whether student, faculty, or staff) by the Campus Sexual Assault Victims' Bill of Rights (a component of the Clery Act) and California Education Code §67380-67385.7 include:

- Assistance in notifying law enforcement (University Police or a local law police agency), if requested.
- Notification regarding:
  - The importance of preserving evidence.
  - Campus personnel to be notified.
  - University confidentiality and case management procedures.
  - University legal reporting requirements.
  - On-campus and community victim support services.

- The right to:
  - Change academic and housing situations, if requested and reasonably available.
  - Pursue criminal prosecution and civil litigation
  - Receive the Cal State L.A. Policy on Sexual Assault.
- Being informed of information regarding campus judicial options and procedures.
  - The right to have the same opportunities as the accused individual to have others present during disciplinary proceedings.
  - The right to be informed of the results of disciplinary proceedings.





## OPTIONS FOLLOWING A SEXUAL ASSAULT OR RAPE ON OR OFF CAMPUS:

GO TO a safe place and call the University Police or your local police department.

DO NOT shower, bathe, douche, wash your mouth, or do anything else that might destroy evidence.

DO NOT change or destroy clothing—if you feel you must change your clothes, place each item of clothing removed in a separate paper bag.

DO NOT clean or straighten up your house or any other area, if it was the scene of the assault—do not touch areas that the rapist may have touched.

DO NOT destroy or discard sheets and towels you may have used.

SEEK medical attention by going to a hospital emergency room for evidence collection, medical care, and information on screening for sexually transmitted infections and/or pregnancy.

CALL a rape treatment center hotline—counselors are available 24-hours a day to provide rape crisis counseling and information regarding your options.

## DOMESTIC VIOLENCE, SEXUAL ASSAULT STALKING TREATMENT CENTERS AND 24-HOUR HOTLINES

Center for the Pacific Asian Family: (800) 339-3940

East Los Angeles Women's Center: (800) 585-6231

L.A. Stalking Hotline—Peace Over Violence/L.A.

County District Attorney's Office: (213) 626-3393

National Domestic Violence Hotline: [www.thehotline.org](http://www.thehotline.org)

National Sexual Assault Hotline: (800) 656-HOPE (4673) and [www.rainn.org](http://www.rainn.org)

Santa Monica-UCLA Medical Center Rape Treatment Center: (310) 319-4000

Peace Over Violence: (310) 392-8381

## SERVICES PROVIDED:

24-hour dating/domestic violence, sexual assault, and stalking hotlines, accompaniment for hospital/law enforcement/court appearances, and short-term confidential counseling. These agencies also provide 24-hour hotlines and other services for male victims of domestic violence, sexual assault, and stalking. Call for more information.

## On-campus Services for Victims of Dating/Domestic Violence, Sexual Assault and Stalking

### CONFIDENTIAL AND ANONYMOUS DATING/DOMESTIC VIOLENCE, SEXUAL ASSAULT, AND STALKING COUNSELING:

- Student Health Center/Information: (323) 343-3300
- Appointments: (323) 343-3302

### CRIMINAL REPORTING, TRANSPORTATION TO EMERGENCY ROOM, AND PROTECTIVE ORDERS:

- Public Safety/University Police building: (323) 343-3700
- 9-1-1 for emergencies

### ENROLLMENT MODIFICATION:

- Declared majors: Academic department
- Undeclared majors: Academic Advisement Center – University Library, Palmer Wing 1040A, (323) 343-3150

### FILING OF CAMPUS-RELATED DATING/DOMESTIC VIOLENCE, SEXUAL ASSAULT, AND STALKING DISCIPLINARY COMPLAINTS:

- Judicial Affairs, Student Affairs 117: (323) 343-3103
- Office for Equity and Diversity, Administration 606: (323) 343-3040

### INFORMATION ABOUT DATING/DOMESTIC VIOLENCE, SEXUAL ASSAULT, STALKING PREVENTION AND VICTIMS' RIGHTS, RESOURCES, AND SERVICES:

- Office for Students with Disabilities, Student Affairs 127: (323) 343-3140
- Office of the Vice President for Student Affairs, Student Affairs 108: (323) 343-3100
- Student Health Center  
Information: (323) 343-3300  
Appointments: (323) 343-3302
- Public Safety/University Police building: (323) 343-3700
- Gender and Sexuality Resource Center, University Student Union, Room 206: (323) 343-3370

### MEDICAL SERVICES (FIRST AID, EMERGENCY CONTRACEPTION, HIV & STD TESTING AND TREATMENT, OTHER):

- Student Health Center  
Information: (323) 343-3300  
Appointments: (323) 343-3302

### ON-CAMPUS HOUSING MODIFICATION:

- Housing Services, Housing Complex, Phase II Office: (323) 343-4800





The Office of the Vice President for Student Affairs, in the Student Affairs building, Room 108, is a valuable resource for students. Here, students can obtain copies of important policy documents including the Statement of Student Rights and Responsibilities, Standards for Student Conduct, Academic Honesty Policy and Student Grievance Procedures. Copies of the policy documents referenced above can also be found in the online version of the University Catalog or on the Judicial Affairs Office web page at [www.calstatela.edu/univ/stuaffrs/jao/](http://www.calstatela.edu/univ/stuaffrs/jao/).

The Judicial Affairs Officer (JAO), located in SA 117, can assist students who have questions or wish to report student misconduct. The JAO is directly responsible for investigating all reports of violations of the Standards for Student Conduct (Article 1.1, Title V, of the California Code of Regulations, Section 41301) and administering disciplinary action as outlined in the CSU Executive Order 1043-Student Conduct Procedures (E.O. 1043).

All violations of the standards—including rape, acquaintance rape, or other forcible or non-forcible sex offenses—are subject to sanctions, including but not limited to disciplinary probation, suspension, and expulsion from the University. Copies of these procedures are also available in the Office of the Vice President for Student Affairs and on the Judicial Affairs Office web page.

Many offenses listed in the CA Penal Code—such as rape, theft, and assault—should be reported to University Police to determine if the filing of a criminal complaint is warranted. However, the JAO can also investigate these offenses on an administrative level on behalf of the University community.

In cases of alleged sexual assault, as well as for other violations of the Standards, the accuser and the accused are entitled to the same opportunities to have an advisor present during campus disciplinary proceedings and shall be informed of the outcome of the proceeding, including any penalty to be imposed. In cases involving a “crime of violence” the university may notify the alleged victim(s) of the final results of a hearing whether or not the charges are sustained (34 C.F.R. & 99.31 et seq.). When the charge relates to a sexual assault, the university must notify the alleged victim of the outcome of the proceeding against the student charged (20 U.S.C. & 1092).

The information is only given to the victim(s) and includes only the name of the accused student, any violation alleged committed, and any sanction(s) imposed on that student (20 U.S.C. & 1232g).

For more information on any of these subjects, please feel free to visit the Office of the Vice President for Student Affairs in SA 108 or schedule an appointment by calling **(323) 343-3100**.



# CAMPUS HOUSING SERVICES



Through its programs, facilities, operations and conferencing, Housing Services is committed to maintaining a clean and safe residential community that supports the mission of the University. As a residential community, the Housing Complex is operational year-round, employing emergency and safety precautions similar to those of other residential communities. In an effort to be proactive in addressing emergency and safety concerns, Housing Services provides staffing (including office staff, two resident directors and sixteen resident assistants), and develops educational programs.

A resident assistant (RA) is on call after normal business hours to assist residents facing any emergency or safety situation. A full time profession staff member of the Housing Services Emergency Duty team is also on duty 24 hours a day including holidays. The Resident Director on duty also serves to provide back up as needed to RA's. The RA staff also develops safety programs in collaboration with the University Health Center and University Police to provide information

to residents about health and safety concerns. Furthermore, the Housing Services Complex is patrolled by the Department of Public Safety's University Police and Eagle Patrol, as part of their normal routine.

Residents are provided with copies of Housing Services policies and community guidelines. Violations of any policy or guideline can subject residents to disciplinary action. Policies on the possession of alcohol, dangerous weapons and drugs are in compliance with all state and federal regulations. In the event that a resident is involved in a sexual assault (alleged or proven) or experiences any other emergency, the Housing Services staff will provide assistance in relocating that student on a temporary or permanent basis, if so requested by the victim, and if such changes are reasonably available. If you have any questions about Housing Services and campus living, please feel free to call the office at **(323) 343-4800**.

## Fire Safety in Student Housing

### On-campus student housing and fire safety systems

Cal State L.A. has a total of 218 units and 1,064 bed spaces available for on-campus housing. Each unit is equipped with fire detection systems, including smoke detectors and pull box stations. Additionally, there is an evacuation and annunciation system in Phase II Housing. All fire life safety systems report to the Department of Public Safety's Dispatch center.

### Mandatory fire drills and procedures for evacuation

Fire drills in Student Housing are conducted each quarter during the academic year (3 times a year). In 2012, drills were conducted on February 8th, May 8th and October 18th.

All residents must evacuate their apartment and building area immediately during the sounding of a fire alarm or upon the direction of a University staff member. The Housing Services Evacuation Assembly Point is in Parking Lot 7A for Phase I and Phase II apartments and the grassy median on Mariondale for the Golden Eagle Apartments. Attempting to re-enter an apartment, community center, or mailroom area without permission from University or Housing Services staff is prohibited. Referral to University Police for criminal/legal action may also be a consequence for failing to comply with the evacuation policy.

### Housing policies

#### Electrical Appliances and Open Flames

Multi-tap adapters, "cube caps", and similar devices are not allowed. These items create potential fire hazards and may also result in damage to radios, stereos, televisions and other electrical equipment. Do not use extension cords that are not three-wire grounded, terminating a single receptacle and sized adequately to handle the load applied. We require a surge protector in conjunction with the use of an extension cord.

Residents shall not leave cooking appliances (i.e. stove, rice cooker, and crock pots) unattended while in use.

Candles and incense are prohibited.

Barbeque grills must use self-starting briquettes and be stored on the patio/balcony of Phase I and II only. After use, grill materials must be allowed to cool and must be disposed of in the proper manner.

#### Smoking

Smoking is not permitted in all enclosed indoor areas on campus or in any building on campus with the exception of specially posted smoking areas. This includes all inside areas and exterior areas that are encompassed by the building footprint. This includes balconies, foyers, stairway landings, rooftops and pedestrian bridges between buildings that begin and end at the building entrance/exit. Designated smoking areas in the Housing complex are on the west side of Phase II Quad (behind building 3) and in the alcove adjacent to the access road by the stairs leading to Parking Lot 5 and 25 feet from the exterior of the Golden Eagle Apartments. Hookahs are prohibited in the Housing complex.

### Training

Cal State L.A. conducts training for Resident Assistants (RA's), Resident Life Coordinators (RLC's), and Resident Directors (RD's), as well as other Housing staff members.

#### Yearly staff training covers:

- Fire extinguisher training
- Fire alarm evacuation procedures
- Fire alarm reset procedures
- Earthquake response training

#### Contact information for reporting a fire

Housing Office: **(323) 343-4800**

University Police: **(323) 343-3700**

### Future improvement of fire safety

Cal State L.A. will make improvements to on-campus student housing fire life safety systems when necessary.

## Missing Persons Reporting

### Policy on missing students in residential facilities

Each student living on-campus has the option to register a confidential contact person to be notified in the event that the student is determined to be missing. Only authorized campus officials and law enforcement persons, in furtherance of a missing person investigation, may have access to this information.

In the event of a missing student, the local law enforcement will be notified and any official reports obtained by Housing officials will be forwarded to University Police. Furthermore, any missing persons under the age of 18 that are not emancipated will have their parent or guardian notified as well.

### Initial response and follow-up to a missing persons report

Accept any report of a missing person without delay, regardless of jurisdiction.

Accept any report of a runaway juvenile without delay.

Accept reports of missing persons by telephone.

Assign priority to missing persons reports over non-emergency property crimes.

To determine if that person might be at risk, make an immediate assessment of reasonable steps to be taken to locate, based on the type of missing person, as defined in 14213(a) PC.

Broadcast a "Be on the look-out" to all Public Safety units without delay, when a child is under the age of 12 or the person missing is considered at-risk.

Provide the reporting party with DOJ form SS 8567, which authorizes the release of dental records and/or x-rays, skeletal x-rays, and/or photographs.

### How to report a missing person

To report a missing person contact the University Police at **(323) 343-3700** or 911 (from any campus phone).

# UNIVERSITY POLICIES

## Policy on Alcohol and Illegal Drugs

In accord with the Drug-Free Workplace Act of 1990 and Section 120a of the Higher Education Act, California State University, Los Angeles provides the following notification to all its students, faculty members, staff members and administrators:

### STANDARDS OF CONDUCT

University standards prohibit the unlawful possession, manufacture, cultivation, use, or distribution of illegal drugs (as those terms are defined by State and Federal laws) on campus property. The University also prohibits the illegal possession, distribution and consumption of alcoholic beverages.

### ILLEGAL DRUGS

Federal and State laws on drug abuse provide for stringent penalties for illegal possession, manufacture, cultivation, sale, transportation, use of/administration of any narcotic drug; more stringent penalties for those convicted of previous narcotics offenses than for first offenders; and extremely stringent penalties for those who in any way involve minors in the use of narcotics. A person is subject to prosecution if he or she illegally uses or is under the influence of narcotics, or knowingly visits a place where illegal narcotic use is occurring.

Marijuana and other illegal organic substances are covered by similar laws, and there is an additional violation against the cultivation or processing of these drugs in this state. The barbiturates (e.g. yellow jackets, red devils) and amphetamines (e.g. bennies, dexies, etc.)—called restricted dangerous drugs in the California Narcotic Act—are similarly covered; penalties for those convicted of illegal possession, manufacture, cultivation, sale, transportation, use or administration of these drugs are severe. In 1966, LSD and related hallucinogenic drugs were added to the list of restricted dangerous drugs, and their use for other than authorized research was prohibited by California law.

### ALCOHOL

The University's policy with respect to alcohol follows the laws of the State of California and the City of Los Angeles. All persons, regardless of age, or status are governed by these laws and regulations. State and city laws, prohibit (1) the purchase or sale to, possession of, or consumption of alcoholic beverages by anyone under 21; (2) the serving of alcohol to an already intoxicated person; and (3) the manufacture, use or provision of a false state identification card, driver's license, or certificate of birth or baptism. If convicted for violating these laws, punishment—up to and including jail sentence—may result.







## HEALTH RISKS

The serious health risks of various illegal drugs and alcohol are well-documented. Use of illegal drugs or excessive use of alcohol can damage the following:

Physiological processes including functioning of the brain, digestive tract, liver, heart, and lungs;

Psychological and mental processes including memory, judgment, personality, reproduction capability and fetal development (and may induce psychotic episodes).

Many thousands of deaths each year are either directly or indirectly attributable to substance abuse through accidents, illnesses, and violence. Brochures describing the specific health effects of various illegal drugs and of alcohol are available in the Health Center and in Residence Life.

## COUNSELING AND MEDICAL ASSISTANCE

The University's interest in the educational welfare of its students and staff is demonstrated through primary concern for remedial measures. The University makes available the full counseling and medical resources to assist students and staff in constructively confronting problems leading to involvement with drugs or alcohol.

Every student or staff member concerned about problems resulting from the use of illegal drugs or alcohol is encouraged to seek help from the Health Center at (323) 343-3302; staff members should contact the Employee Assistance Program at (800) 777-9376. The Health Center will treat such voluntary calls from the students confidentially and not subject them to disciplinary action. The Health Center also maintains a

complete listing of referral resources in the community that can provide students with specific assistance once an assessment has been made by a physician or counselor.

## DISCIPLINARY SANCTIONS

**Illegal Drugs:** State law (Section 41301, of Title 5, California Code of regulations) allows the University to take disciplinary action, up to and including suspension or expulsion, against any student or staff who sells or knowingly possesses any illegal drug while on campus property. University action may be taken whether or not independent action is taken by civil authorities. Conviction in a criminal court does not necessarily preclude University disciplinary action.

**Alcohol:** University Administrative Procedure 19, Use of Alcoholic Beverages on Campus, explains the restrictions beyond City and State laws that govern the possession and use of alcohol on campus. Alcoholic beverages may only be sold at approved catered events. Also, when a recognized student club sponsors an on campus event, attendance is limited to members of that club and their guests. Organizations violating this policy may be subject to administrative action ranging from probation to removal of official recognition. Individuals who violate Procedure 19 are subject to disciplinary action up to and including suspension or expulsion.

The use of alcoholic beverages must be in compliance with California State law and is strictly limited to persons 21 years of age and older.

# UNIVERSITY POLICIES

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## Victims may make reports and/or receive information on services and resources at the following locations:

University Police Department	(323) 343-3700
Victim/Witness Assistance	(323) 343-3756
Student Health Center	(323) 343-3300
Office for Equity and Diversity	(323) 343-3040
Judicial Affairs	(323) 343-3100
Housing Services	(323) 343-4800
Cross Cultural Centers	(323) 343-5001
– Asian Pacific American Student Resource Center	
– Chicana/o Latina/o Student Resource Center	
– Pan African Student Resource Center	
– Women's Resource Center	
National Sexual Assault Hotline	(800) 656-HOPE (4673)

1973, the Americans with Disabilities Act of 1990, as amended, the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, Genetic Information Nondiscrimination Act of 2008, and related administrative regulations and executive orders. Inquiries concerning the application of these and other nondiscrimination laws may be referred to the Office for Equity and Diversity, Telephone: (323) 343-3040, the campus office assigned the administrative responsibility of reviewing

such matters. Title IX inquiries may also be directed to the Regional Director of the Office for Civil Rights, Region IX, Old Federal Building, 50 United Nations Plaza, Room 239, San Francisco, CA 94102.

## Hate Crimes and Hate Incidents

A part of the mission of the Department of Public Safety is to ensure all persons are protected regardless of their ethnicity, race, national origin, religion, sex, sexual orientation, or disability. In furtherance of this mission, all "hate" crimes and incidents will be thoroughly investigated, reported and prosecuted.

## Nondiscrimination Statement

California State University, Los Angeles, affirms its commitment to equality of opportunity for all individuals. This commitment requires that no discrimination shall occur in any program or activity of the University on the basis of race, color, religion, national origin, sex, gender identification, ancestry, physical or mental disability, medical condition, pregnancy, age (over 40), marital status, political affiliation, sexual orientation, genetic information, covered veteran status, or any other classification that precludes a person from consideration as an individual. Further, the University's commitment requires that no retaliation shall occur because an individual filed a complaint of discrimination or in some other way opposed discriminatory practices, or participated in an investigation related to such a complaint. This policy is in accord with Title VII of the Civil Rights Act of 1964, as amended, Title IX of the Educational Amendments of 1972, as amended, Sections 503 and 504 of the Rehabilitation Act of

## Policy on Campus Violence

California State University, Los Angeles (Cal State L.A.) is committed to creating and maintaining a working, learning, and social environment for all members of the University community which is free from violence. Civility, understanding, and mutual respect toward all members of the University community are intrinsic to excellence in teaching and learning, to the existence of a safe and healthful work-place, and to maintenance of a campus culture and environment which serves the needs of its many constituencies. Threats of violence or acts of violence not only impact the individuals concerned, but also the mission of the University to foster higher education through open dialogue and the free exchange of ideas.

The University prohibits— and will take decisive action to eliminate—verbal harassment, violent acts, threats of violence, or any other behavior which by intent, action or outcome harms another person. Such conduct is subject to disciplinary action up to and including dismissal from employment, expulsion from the University, or civil or criminal prosecution as appropriate.



The University has no tolerance for violence against and by members of the University community. The University will work to prevent violence from occurring and will ensure that Federal and State laws, as well as University regulations prohibiting violence, are fully enforced. In determining whether conduct constitutes a credible threat or act of violence, the circumstances surrounding the conduct will be considered.

Established University faculty, staff and student and Department of Public Safety procedures will be used to resolve situations of violence or threats of violence. Each allegation of violence or threat of violence will be taken seriously. Individuals are encouraged to report acts of violence, threats of violence, or any other behavior which by intent, act or outcome harms another person. (Approved by the Cal State L.A. Academic Senate and President James M. Rosser – Summer 1996)

## Policy on Weapons

The use or possession of firearms or other weapons by students, employees, or visitors while on campus is prohibited by law. Duty sworn police officers are exempt from this law.

## Convicted Sexual Offender Registration Laws

Effective October 28, 2002, Penal Code 290.1 was expanded and requires sexual offenders to register with the University Police. Convicted sexual offenders are required to register under Section 290 if they are residing on the University campus; enrolled as a student of the University; employed by the University,

either full-time or part-time (includes paid employees or volunteers); or working or carrying on a vocation at the University (e.g. contractors) for more than 14 days or for an aggregate period exceeding 30 days in a calendar year (including paid workers as well as volunteers).

Persons listed above must register with the University Police within five working days of commencing enrollment or employment with the University. Registrants are also required to notify the University Police within five working days of ceasing to be enrolled or employed, or ceasing to carry on a vocation at the University. Public information regarding sex offenders in California may be obtained by viewing the Department of Justice Online Megan's Law Web Site at [caag.state.ca.us/megan/](http://caag.state.ca.us/megan/). You can also obtain information by contacting the Los Angeles Police Department—Hollenbeck Station at **(323) 342-4100** or call their non-emergency help line at **(877) ASK-LAPD (275-5273)**.



### When reporting a crime or emergency, please provide the following information, if possible:

**WHAT:** Describe the situation, starting with the events leading up to the incident.

**WHEN:** The date the incident occurred, including the time of day and day of the week.

**WHERE:** The location the incident occurred.

**WHO:** A description of the other involved party (if applicable), i.e., student, faculty or staff member, or unknown. Include the name of the involved individual, if known. Were there any prior run-ins with the perpetrator or suspect?

**WHY:** What was the cause of the incident?

## Policy on the prohibition of sexual harassment

California State University, Los Angeles, will take action to prevent and eliminate sexual harassment, as mandated by the Chancellor's Executive Order No. 345. Sexual harassment is conduct subject to disciplinary action, including termination. Sexual harassment\* includes but is not limited to:

Unwanted sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature.

Any act which contributes to a workplace or learning environment that is hostile, intimidating, offensive, or adverse to persons because of the sexual nature of the conduct.

Conditioning an act, decision, evaluation, or recommendation on the submission to or tolerance of any act of a sexual nature.

Although this policy focuses on the treatment of persons lacking or holding lesser authority by persons possessing greater authority, it does not preclude the possibility that sexual harassment may also be perpetrated by persons lacking or holding lesser authority, e.g., employee, student or applicant. In determining whether conduct constitutes sexual harassment, the circumstances surrounding the conduct are considered. The prohibition against sexual harassment applies to all transactions of University business, whether on or off campus. Individuals with supervisory authority are responsible for reporting a formal complaint about sexual harassment to the Office for Equity and Diversity. Failure to do so may lead to appropriate administrative action. Specific rules and procedures for reporting charges of sexual harassment and for pursuing available remedies are available in the following locations: Human Resource Management, Office for Equity and Diversity, Office of the Vice President for Student Affairs, University Counseling Center, and Women's Resource Center.

**James M. Rosser, President: Approved November 4, 1981; December 13, 1993; September 9, 1996.**

*\* The parameters of "sexual harassment" are legally defined by State and Federal statutes and court decisions. While the policy set forth above describes actions that fall generally within the scope of "sexual harassment," all CSU employees and students are required to conduct themselves in a manner that avoids sexual harassment as defined by State and Federal law.*

## Policy on Sexual Assault

California State University, Los Angeles is committed to creating and maintaining a learning, working, and social environment for all members of the University community that is free from sexual assault. Any person who is believed to have committed sexual assault on campus, on off-campus grounds or facilities maintained by the University, at facilities maintained by affiliated student organizations, or at off-campus University-related activities is subject to University sanctions and criminal and civil prosecution.

Any person who has committed sexual assault in violation of this policy is subject to arrest and prosecution. University-affiliated organizations and contractors who fail to take appropriate disciplinary action against their own employees who have committed sexual assault in violation of this policy may have their affiliation and/or contracts revoked. Any student or employee who is believed to have committed sexual assault in violation of this and any other California State University, Los Angeles policy also shall be subject to disciplinary action, up to and including expulsion for students, and up to and including termination for employees. In any disciplinary proceeding taken against a student or employee based on alleged sexual assault, the accuser and accused shall enjoy the same opportunities to have others present during the proceedings (at their own expense), and shall be informed of the outcome of the proceeding, including any penalty to be imposed. Sexual assault and rape are described and defined in full by the California Penal Code. The University is committed to providing victims of sexual assault and attempted sexual assault with survivor services and resources.

*This policy has been enacted in accordance with California Education Code §290, §67390-67391, and §67385; Campus Sex Crimes Prevention Act; the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act; and the Higher Education Amendments of 1998.*

# CAMPUS MAP

## DIRECTORY

Bldg. #	Legend
Administration - Cashier's Office	8 D3
Alumni Center	5 C3
Annenberg, Wallis Sciences Complex	27A/27B E4
Arena Theatre	2A C4
Arnold, Anna Bing Children's Center	30 A3
Athletics - Gymnasium - Eagles Nest	10 D4
North Field	40 B6
Owens, Jesse Track and Field	16 E4
Reeder Baseball Field	24 D4
Tennis/Basketball Courts	24A E4
Biological Sciences	13 D3
Career Development Center	17 D4
Corporation Yard	23 E4
Engineering and Technology	11 D4
Fine Arts/Fine Arts Gallery	9/9A D4
Applied Gerontology Institute	15B E3
Golden Eagle - Bookstore, Conference Center, Food Court	6 C3
Extended Studies & International Programs, Pat Brown Institute, University Club	B E3
Greenlee Plaza	43 F1
Hertzberg-Davis Forensic Science Center	20 D4
High School, LACHSA	26 E2
High School, Stern MASS	34 B5
Housing Complex	48 D5
Hydrogen Station	29B C4
Intimate Theatre	30A C5
King Hall/Lecture Halls	27A E4
La Kretz Hall	7/7a C4/D4
Library/Palmer Wing	29/29A C3/C4
Luckman Theatre/Gallery	2 C4
Music	1A C4
Music Hall	11A D4
NASA SPACE Lab	45 E3
Parking/Transportation Service Center	12 D2
Physical Sciences	46 E1
Police/Public Safety	15A E3
Salazar Hall	15 E3
Simpson Tower	1 C4
State Playhouse	8A D3
Student Affairs - Admissions and Recruitment	14 D4
Student Financial Aid	5 C3
Student Health Center	F4
Student Union, University-Transit Center	38 C3
TV, Film and Media Studies Center	50 C3
U-SU Plaza	1 E2
Welcome Center/Info Kiosk	

A

B

C

D

E

F

1

2

3

4

5

6



**Clery Reporting Areas**

- Campus Boundary
- Residence Community
- Public Property

- Accessible Parking
- Emergency Phone
- Food Service
- ATM

# CALIFORNIA STATE UNIVERSITY, LOS ANGELES

## Department of Public Safety

5151 State University Drive

Los Angeles, CA 90032

(323) 343-3700

[csulapublicsafety@csulanet.calstatela.edu](mailto:csulapublicsafety@csulanet.calstatela.edu)

[www.calstatela.edu/univ/police/clery.php](http://www.calstatela.edu/univ/police/clery.php)

## ON CAMPUS EMERGENCY TELEPHONE NUMBERS

24-hour campus emergency line	9-1-1
From pay phones	9-1-1
University Police*	(323) 343-3700*
On campus extension	
Emergency/Urgent calls for service	
Escort services	
Victim/Witness Assistance line	(323) 343-3756

## LOCAL RAPE TREATMENT CENTERS AND 24-HOUR HOTLINES

East Los Angeles Women's Center and hotline <i>24-hour hotline information (bilingual) referrals, counseling, advocacy, accompaniment.</i>	(800) 585-6231
Center for Pacific Asian Females	(800) 339-3940
Compton YWCA rape hotline	(310) 764-1403
Los Angeles County Domestic Violence hotline	(800) 978-3600
Peace Over Violence (formerly LACAAW)	(213) 626-3393

## ALCOHOL RESOURCES FOR STAFF AND STUDENTS

SAMHSA Substance abuse treatment facility locator	<a href="http://www.findtreatment.samhsa.gov">www.findtreatment.samhsa.gov</a>
Alcoholics Anonymous	<a href="http://www.aa.org">www.aa.org</a>
Narcotics Anonymous	<a href="http://www.na.org">www.na.org</a>

## OTHER IMPORTANT TELEPHONE NUMBERS

Cal State L.A. Student Health Center	(323) 343-3300*
Appointment desk*	(323) 343-3302
Same day appointments*	(323) 343-3303
Cal State L.A. Housing Services*	(323) 343-4800
Cal State L.A. Office of the Vice President for Student Affairs*	(323) 343-3100
Commuter Service*	(323) 343-5277
Los Angeles City Victim-Witness Assistance Program	(213) 978-2097

\*All on-campus telephone numbers can be reached on campus telephones by dialing "3" and the last four digits of the campus telephone number.