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**Resources:**

- Clery Incident Reporting Form | 46
- Core Campus Clery Map | 48
Section 1: Introductory Message
The California State University, Long Beach Police Department (CSULBPD) is committed to maintaining a safe and secure environment for our students, faculty, staff and guests. The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (20 USC § 1092(f)) is the landmark federal law that requires colleges and universities across the country to disclose information about crime on campus and around their campuses. The “Clery Act” is named in memory of 19 year old Lehigh University freshman Jeanne Ann Clery who was raped and murdered while asleep in her residence hall room in April 1986. Visit the US Department of Education website for more information on the Clery Act. CSULBPD and “University Police” both refer the campus police department and will be used interchangeably.

Back in 2015 the California State University, Long Beach (CSULB) administration took significant proactive steps related to Clery Act compliance. The CSULB President directed that a Clery Compliance Committee be formed with members from the major Clery stakeholders; Student Affairs, Housing and Residence Life, Athletics, CSULB Police and the Title IX Director. The main goal of the campus is to pursue the highest level of Clery Act compliance possible. In 2016 with the issuance of the new DOE Handbook, the use of a newly refined Clery Incident Report form continued to better inform Campus Security Authorities (CSA’s) of reporting expectations and allow for a more timely information flow related to Clery incidents. Several formal Clery Act training sessions were held with the major Clery stakeholders to better inform them of their Clery responsibilities and online Clery Act training was also personally assigned to identified CSA’s. These Clery Act education and compliance training efforts are ongoing.

Section 2: Preparing the ASR
The CSULB Clery Compliance Committee aids in the preparation of this report which is compiled in compliance with federal law (the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act; the 2008 Revision to the Higher Education Opportunity Act and California Education Code § 67380 which informs of the community of institutional polices concerning campus security (including University police law enforcement authority, crime reporting policies, alcohol and drug use, crime prevention, sexual assault and other matters of related importance); and the Violence Against Women Reauthorization Act of 2013 (VAWA) which amends the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, commonly known as the Clery Act, under the Campus Sexual Violence Elimination Act (i.e., Campus SaVE Act). Further assistance in compilation of data is obtained through cooperation with local law enforcement agencies in the area, Housing and Residential Life, Student Conduct & Ethical Development, the Dean of Students, additional Campus Security Authorities (CSA’s) and other departments which may have information necessary to comply
with the various relevant acts. Various CSULB departments provide updated information on their educational efforts and programs to comply with the Acts.

Campus crime, arrests and referral statistics include those reported to the CSULBPD, designated campus officials (including but not limited to Campus Security Authorities), and local law enforcement agencies. Crime statistics are collected from public property immediately adjacent and accessible to campus and all off campus locations either owned or controlled by the University. The CSULBPD Records Manager and the Clery Compliance Officer collate the various data submissions and compare them with internal CSULBPD data to remove duplicate information and create a single compilation of Clery Crimes/Incidents, arrests and referrals for alcoholic beverages, drugs and weapons. Copies of this report may be obtained at the CSULBPD Main Station located on the south end of parking lot 11, or by calling (562) 985-4101. Copies are also available in the Substation located on the second level of the University Student Union room 239.

This report contains statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by CSULB, and on public property within or immediately adjacent to and accessible from the campus. An email notice is sent to students, faculty and staff by October 1st of each year by the VP of the Division of Administration and Finance informing them of the availability of the ASR with a hyperlink directly to it. Notice to prospective students is made with information included with application materials by the Admissions and Records office. Notice to prospective employees is made by the Human Resources Management department in the form of a disclosure at the end of each job description posted on the application website. The link to access an online copy of the report is http://www.csulb.edu/sites/default/files/u25711/2017_asr.pdf

Geography Definitions:
1) On-campus property: Any building or property owned or controlled by the University within the same reasonably contiguous geographic area and used by the University in direct support of, or in a manner related to, the University's educational purpose, including any buildings or property that is owned by the University but controlled by another person and which is frequently used by students and supports institutional purposes such as a food or other retail vendor. (Excluding Residential Colleges)

2) On-campus Residential Colleges. (Hillside, Parkside and Beachside Colleges)
For the purposes of the Clery Act regulations, as well as the HEA fire safety and missing student notifications regulations, any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within
the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.

3) Non-campus property: Any building owned or controlled by a student organization that is officially recognized by the University; or any building or property owned or controlled by the University that is used in direct support of, or in relation to the University’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the University (includes Blair Field/Greeks/Foundation, etc.).

4) Public property: All public property, including: thoroughfares, streets, sidewalks, parking facilities, that is within the campus, or immediately adjacent to and accessible from campus.
### Section 3: Clery Act Reportable Crime Statistics

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HATE CRIMES 2014 - 2016:
Hate Crimes and Bias Definition:
A hate crime is a criminal offense committed against a person or property which is motivated in whole or in part by the offender’s bias. Hate crime includes any offense in the following group: murder and non-negligent manslaughter, rape, fondling, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property.

Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, gender identity, religion, disability, sexual orientation, national origin, and ethnicity.

2014 – There were no hate crimes reported at CSULB.

2015 – There were no hate crimes reported at CSULB.

2016 – There were two (2) hate crimes reported. One crime was assault & battery on campus and indicated bias based on ethnicity. The other crime was vandalism in our on-campus residential area and indicated bias based on race.

Unfounded Crimes

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Section 4: Reporting Criminal Actions & Emergencies
Persons observing or experiencing criminal behavior or any type of emergency should contact CSULBPD at (562) 985-4101, dial 9-1-1, or use one of the over two hundred Blue Light emergency telephones located across campus. If you are on-campus and it is unsafe or if you are unable to make a voice phone call to 9-1-1, you may be able to send a text message to 9-1-1 (Text-to-911 is not available in all areas or on all carriers. Support for texting is made on a “best-effort” basis and is not as reliable as voice calls made to 9-1-1. Please be prepared to provide your location as the carriers do not always provide accurate or reliable location information with text messages.). From any on-campus phone extension you can dial 54101. Anonymous tips can be reported at 562-986-5131 or on the CSULBPD website with a web fillable form. All crimes or suspicious activity/persons should be reported to CSULBPD immediately.

The department will respond by taking the following action(s) as necessary:
• Dispatch police and/or Long Beach Fire Department to the scene of a reported incident
• Investigate the incident
• Take appropriate action(s) to identify, apprehend and prosecute the person(s) responsible
• Take action(s) and/or make appropriate notifications

Timely Warnings

The university will issue a timely warning as soon as pertinent information is available when a Clery reportable crime is reported to UPD or a designated campus security authority, occurred in a Clery defined geographical area, and a case by case analysis of pertinent facts known is completed and a determination is made an on-going or continuing threat to the community exists.

The Chief of Police is responsible for the decision to issue a timely warning (or a management designee in the absence of the Chief) and will confer with the Clery Director if one is designated by the campus and available, upon receiving a report of an incident reported to a CSA and/or UPD. The Chief of Police, with the Clery Director if one is appointed and is available, will complete a case by case analysis utilizing open communication and collaboration analyzing the reported crime, the known pertinent facts of a reported incident, and determine whether the incident meets all of the following factors: 1) is a Clery reportable crime; 2) occurred in Clery defined geography; and 3) poses a serious or ongoing threat to the community.

If it is determined that any of the three factors are not met, then no timely warning will be issued.

If it is determined that all three factors are met, the Chief of Police (or management designee is the absence of the Chief) will determine the content of the timely warning bulletin, disseminate the timely warning expeditiously in a manner likely to reach the entire campus community utilizing one or more, and not limited to, the following methods to issue the timely warning bulletin:
• All employee and student e-mail distribution
• University website
• Public area video display monitors
• Hard copies posted on campus building entrance doors

For clarity to the community when a timely warning is issued it will be titled "Timely Warning Crime Bulletin" and include the following:
• A statement that the Timely Warning Bulletin is being issued in compliance with the Jeanne Clery Act and the purpose is to provide preventative information to the campus community to aid members from becoming the victim of a similar crime.
• The Clery Act reportable crime that occurred
• The date, time, and location the crime occurred
• The date the Timely Warning Bulletin is issued
• A description of the suspect, and name if known, when the suspect is at large and evading apprehension and/or law enforcement is seeking assistance from the public to locate
• Preventative information specifically related to the type of crime which occurred that could help others from becoming the victim of a similar crime

The Timely Warning Bulletins will not include, under any circumstances, the name of the victim, or information so specific that would or likely could identify the victim of the crimes of sexual violence to include rape, dating violence, domestic violence, or stalking. Issuance of timely warnings will be delayed only if the issuance would compromise the apprehension of the suspect or compromise the ability of law enforcement to investigate the crime.

Voluntary Confidential Reporting

Pursuant to California Education Code section 67380(a)(6)(A), CSAs who receive reports from employees or students of a Part I violent crime, sexual assault or hate crime that occurred in an on or non-campus location as defined by the Clery Act, may not disclose to UPD or local law enforcement agencies the names of the victims or the alleged assailant, unless the victim consents to disclosing their name after being informed of their right to have their personally identifying information withheld. The name of the alleged assailant may be disclosed, however, if all of the following conditions are met:

i. The alleged assailant represents a serious or ongoing threat to the safety of students, employees, or the institution; and
   ii. The immediate assistance of the local law enforcement agency is necessary to contact or detain the alleged assailant.

Pastoral and professional counselors when acting within the scope of their license or certificate are not considered to be CSA’s and are not required to report crimes for inclusion into the annual disclosure of crime statistics [34 CFR 668.46(c)(6)]. They are encouraged; if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary, confidential basis for the inclusion into the annual crime statistics. They should always consider any possible need for the issuance of required timely warning(s) in situations that involve an immediate, on-going or future threat to the safety of a member of the campus community. For the 2016 Clery reporting year, the Director of Counseling and Psychological Services invoked the exemption afforded by law.
Section 5: Security of and Access to Campus Facilities

Security is the entire community’s responsibility. No police department can function effectively without the assistance of a responsible community. All suspicious activity should be reported immediately to CSULBPD at (562) 985-4101. All academic buildings are secured by CSULBPD or electronically in some cases; on weekdays generally by 11:00 p.m. and on weekends generally by 9:30 p.m. During business hours, the university, with the exception of housing, is open to students, parents, employees, contractors, and guests. During non-business hours access to all facilities is by key, if issued, or by admittance via CSULBPD. Some facilities may have individual hours, which may vary at times of the year. These facilities will be secured according to schedules developed by the department responsible for the facilities. Students, faculty and staff working on campus during non-business hours are required to have their photographic identification card with them. Holiday access scheduling is treated as weekend access. Emergencies may necessitate changes or alterations to any posted schedule.

Residence halls are secured 24 hours a day and access is limited to residents, escorted guests and university staff. Entry is monitored through a combination of keys, electronic access cards and on-duty Housing and Residential Life personnel. The campus facilities are maintained by Facilities Management and patrolled by CSULBPD 24 hours a day. Regular bi-monthly checks are conducted by CSULBPD to identify security concerns such as poor lighting or phones in need of repair. Repair requests are sent directly to Facilities Management and University Telecommunications to expedite repairs.

Section 6: Law Enforcement Authority

CSULB police officers have complete police authority to arrest anyone involved in illegal acts on campus and areas adjacent to campus in accordance with Education Code § 89560. This area includes concurrent jurisdiction with the Long Beach Police Department. CSULB police officers are sworn law enforcement officers under Penal code § 830.2, and in compliance with state statutes meet or exceed the peace officer standards and training requirements mandatory for all California law enforcement officers. In addition, CSULBPD officers undergo training specially designed to meet the needs of a contemporary university community. All Police officers receive training in tolerance and diversity to better serve their community. CSULB police officers enforce CSU policies, municipal codes (on designated property), California state laws and Federal laws.

CSULBPD has a Memorandum of Understanding (MOU) with the Long Beach Police Department which defines and details operational authority pursuant to the Kristin Smart Campus Safety Act of 1998, Education Code SB 1729. Refer to the Kristin Smart Act in its entirety in the Education
Code § 67381 for details. This agreement designates which law enforcement agency has operational responsibility for the investigation of violent crimes (Part 1 crimes) and defines the specific geographical boundaries of each agency’s operational responsibility. The bill further requires that these agreements be made available to the public and that copies of these agreements be transmitted to the Legislative Analyst.

CSULBPD and the Long Beach Police Department have a mutual aid agreement. Each department augments the other within their jurisdiction during mutual investigations, arrest and prosecutions. CSULBPD personnel attend monthly meetings with local law enforcement agencies and other city agencies to exchange ideas and share information. Problems which may be of concern for the University community are addressed.

CSULBPD prepares and submits a monthly Uniform Crime report to the California Department of Justice and the Federal Bureau of Investigation. CSULBPD also enters reported stolen vehicles and property with serial numbers into the National Crime Information Center computer, allowing for recovery throughout the United States.

As an active member of the criminal justice system, CSULBPD interacts with other state and local law enforcement agencies. Cases are filed with both the Long Beach City Prosecutor’s office and the Los Angeles County District Attorney. Information may also be given to the Office of the Vice President for Student Affairs for internal judicial processes involving students.

The university requests that all crimes or suspected crimes occurring on campus be reported accurately and promptly to CSULBPD when the victim of a crime elects to or is unable to make such a report.

Three investigators are assigned full-time to follow up on crime and incident reports. They are responsible for follow up investigations, apprehending suspects, recovering property, preparing cases for filing and referring people to the crime prevention program to reduce the chance of criminal activity.

Section 7: Security Procedures and Practices
Employees and students at CSULB are provided with numerous opportunities during the academic year to attend seminars about crime prevention, personal safety, theft prevention, identity theft, sexual assault and many other topics offered in collaboration with departments outside of CSULBPD and by CSULBPD.
A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of the responsibility for their own security and the security of others. In addition to these seminars, information may be disseminated to students and employees through Public Safety Notices posted in the affected area(s), website alerts, and/or articles and advertisements in university and student newspapers. When time is of the essence, information may also be released to the university community through emails.

Student Health Services facilitates an effective bystander intervention training program. The program is called PAUSE: Prevention Awareness Uniting Students with Empowerment. PAUSE at CSULB teaches students the importance of intervening when someone might need help and serves as an effective crime prevention and mitigation platform.

CSULBPD, Housing and Residential Life, Student Life and Development, Facilities Management, Student Health Services, and The Women’s and Gender Equity Center all collaborate in programs offered periodically during the academic year to promote awareness and prevention throughout our community and surrounding areas. A member of CSULBPD is also part of the Coordinated Community Response Team which is a program of prevention and intervention activities, including support and advocacy, to reduce the incidence of sexual assault, relationship violence and stalking on the CSULB campus. CSULBPD also participates as a member on the CSULB Title-IX Committee.

Tip: To enhance personal safety, and especially after an evening class, walk with friends or someone from class that you know well, or call the CSO Safety Escort Service for an escort.

In 2016 CSULB continued formal Clery Act training sessions as permitted by bargaining units with some key CSA’s such as staff from Housing and Residential Life, Student Affairs and Athletics to promote compliance and prompt reporting of Clery crimes and/or incidents.
Safety Escorts and a “Beach Watch” (Housing and Residential Life area foot patrol) Program are provided each night by Community Service Officers (CSO) from CSULBPD. Additionally, Patrol Officers may be summoned for Safety Escorts at times when CSO’s are not on duty. Bicycle licensing is also available at the Student Union Police Substation providing a theft deterrent and investigative trail in case a bicycle is stolen. CSO’s also perform lighting inspections and ongoing checks of Emergency Phones/Poles and elevator phones reporting those in need of repair.

During the day, CSO’s perform foot patrols of the heavily trafficked campus quad and adjacent areas to deter, detect, and report inappropriate usage of campus facilities and any suspicious persons or activities.

Section 8: Crime Prevention Programs
CSULBPD offers Rape Aggression Defense System (RAD) training each semester. It is a comprehensive course that awareness, prevention, risk reduction and avoidance, while progressing onto the basics of hands-on defense training. Certified RAD instructors teach the courses provided. CSULBPD personnel also facilitate programs for student, parent, and residential staff employee orientations, and student organizations, providing a variety of educational strategies and tips on how to protect themselves from sexual assault, theft and other crimes. Active Shooter Response training is also presented to various components of our campus community upon request and annually during Health & Safety Week. All of the above programs, activities and collaborations will be ongoing in the future.

Section 9: Criminal Activity at Non-Campus Locations of Student Organizations
Student organizations which are recognized and approved through the Office of Student and Life Development are required to comply with the guidelines set in the Code of Conduct for Fraternities and Sororities and/or the CSULB Regulations for Campus Activities, Organizations and the University Community.

Student Life and Development maintains contact with recognized fraternity and sorority organizations through the efforts of the Greek Life Coordinator(s). CSULBPD does not provide law enforcement service to off-campus residences of recognized fraternity and sorority organizations. Fraternity and sorority off campus events are not recognized by university authorities unless they pertain to recruitment functions. Criminal activity at off campus sites and officially recognized fraternity and sorority residences is monitored and reported to CSULBPD by the Long Beach Police Department. Crimes occurring on the leased CSULB Technology Park should also be reported to the Long Beach Police Department. Crimes at off-campus addresses are reflected in the Non-campus Property category in the ASR. CSULBPD enjoys a close working relationship with the Long Beach Police Department when violations of
federal, state, or local laws surface. This cooperative team approach addresses situations as they arise as well as future concerns.

During the 2016 calendar year, the officially recognized Greek organizations holding property designated as Non-campus property included:

- Alpha Omicron Pi
- Delta Gamma
- Phi Kappa Tau
- Alpha Phi
- Delta Zeta
- Sigma Alpha Epsilon*
- Delta Chi
- Gamma Phi Beta
- Sigma Pi
- Delta Delta Delta
- Kappa Sigma

*Until 1/16/16 at which time SAE was suspended by its Nat’l Chapter for no less than 4 years.

**Section 10: Alcohol and Drugs**

CSULB complies with the Drug Free Workplace Act of 1990 and the Higher Education Act § 120a. CSULBPD officers enforce laws regulating the use of alcoholic beverages and underage drinking. This University is committed to maintaining a safe and healthy environment for the campus community. Alcohol and other drugs should not interfere with the University’s educational mission. All CSULB students, faculty members, staff members, and administrators are subject to local, state and federal laws regarding the unlawful possession, distribution, or use of alcohol or illegal drugs. The term “alcoholic beverage” includes alcohol, spirits, liquor, wine, beer, and every liquid or solid containing alcohol, spirits, wine, or beer, and which contains one-half of 1 percent or more of alcohol by volume and which is fit for beverage purposes either alone or when diluted, mixed, or combined with other substances (B&P §23004).

In accordance with the Drug-Free Schools and Communities Act, the Alcohol, Tobacco and Other Drug Program (ATOD) is provided for by Student Health Services. Access to the program can be made by calling 562-985-5859 or by visiting the health center. ATOD provides information about alcohol and other drugs to our diverse campus community; involves a collective of students and faculty who assist in creating a campus environment which reinforces healthy lifestyles; provides support services for students who are experiencing problems with substances; and educates students about the impact of both alcohol and other drug abuse.

Excessive use of alcohol and other drugs is a serious health problem in itself, but alcohol and drug abuse can also contribute to a host of other physical and mental health problems such as unwanted pregnancy, violent behavior, HIV infection and other sexually transmitted diseases and psychological depression. The use of alcoholic beverages must be in compliance with California State Law. Alcoholic beverages generally may not be consumed on campus except at
sponsored events and with specific approval from the Director of Student Life and Development. Alcoholic beverages may only be consumed on university premises that have been licensed by the Department of Alcohol Beverage Control or on other university premises at "approved group sponsored events". The sponsors of such events must obtain prior written approval from the Office of Student Life and Development. The use of alcoholic beverages in any of the Residential Halls, to include individual rooms, is strictly prohibited. For complete information regarding Student Discipline visit Campus Standards of Conduct.

In accordance with the Drug-Free Schools and Communities Act, CSULBPD strictly enforces Federal and State laws, as well as the University's zero tolerance policy, for the use and sale of illegal drugs. Violators are subject to university discipline, criminal prosecution and removal from University housing. Students engaging in the sale of illegal drugs will be expelled. Students found in violation of University alcohol, drug and weapons policies may be subject to academic probation, suspension or expulsion. Parents or guardians may be notified about any disciplinary violation involving alcohol or a controlled substance which has been committed by a student who is under the age of 21. Medical Marijuana Cards (CA Prop. 215) have no bearing on campus or in the residential colleges; no exemption is granted to cultivate, possess, or use marijuana on any campus property. (http://www2.ed.gov/policy/elsec/leg/esea02/pg51.html)

Employees in violation of the university alcohol and drug policies may be subject to corrective action or dismissal or be required to participate fully in an approved counseling or rehabilitation program. Applicable legal sanctions under local, State and Federal law for the unlawful possession or distribution of illicit drugs and alcohol range from probation, diversion, imprisonment in the county jail for less than one year, to imprisonment in State Prison. A police officer can take the license from any driver suspected of driving under the influence of alcohol and or drugs, who refuses to take a blood alcohol test.

Liquor Law Violations:
The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing, of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

Drug Law Violations:
The unlawful manufacture, distribution, dispensing, possession or use of illicit drugs on the University campus or at any University-sponsored event off campus is prohibited. No one may use illegal substances, or abuse legal substances, including alcohol, in a manner which impairs performance of assigned tasks. The term “illicit drug” includes any dangerous drug, restricted drug, or narcotic as those terms are used in California statutes, and all substances regulated under federal law through the Controlled Substances Act, including but not limited to marijuana, cocaine derivatives, heroin, “crack,” amphetamines, barbiturates, LSD, PCP, and substances typically known as “designer drugs” such as “ecstasy.”

Section 11: Sexual Violence
The California State University does not discriminate on the basis of sex, gender, including gender identity or expression, or sexual orientation in its education programs or activities. Title IX of the Education Amendments of 1972, and certain other federal and state laws, prohibit discrimination on the basis of sex, gender, or sexual orientation in employment, as well as all education programs and activities operated by the University (both on and off campus), and protect all people regardless of their gender from Sex Discrimination, including Sexual Harassment, Sexual Misconduct, including Sexual Assault, Dating or Domestic Violence, and Stalking.

The University seeks to provide an education environment in which students, faculty, and staff work together in an atmosphere free of Sexual Misconduct, including Sexual Assault, Sexual Harassment, Dating Violence, Domestic Violence and Stalking. Every member of the University community shall be aware that Sexual Misconduct, and/or acts of violence with a sexual nature directed toward another person will not be tolerated and are prohibited by federal and state law and University policy. As members of the University community, students shall comply with University policies and guidelines in addition to federal, state, and local laws whether on or off campus. The University will discipline persons identified as responsible for Sexual Misconduct, Dating or Domestic Violence, or Stalking as described in this report and University policy.

In an ongoing effort to prevent Sexual Misconduct, Dating Violence, Domestic Violence and Stalking, the University provides education and prevention programs, investigates complaints, dispenses corrective or disciplinary action where appropriate, provides referrals for medical care/counseling, modified classes, reduced course loads, campus housing changes, work assignment assistance, stay away orders, leaves of absence, and more. The University also provides information to victims on pursuing criminal action and obtaining protective orders if needed. University officials who are responsible for investigating and/or adjudicating cases of Sexual Misconduct, Dating Violence, Domestic Violence, and Stalking receive annual training for compliance with federal, state and CSU system regulations.
The University is committed to empowering victims of Sexual Misconduct, Dating Violence, Domestic Violence, and Stalking by providing ample supportive services, and encouraging their choice of action, regardless of their decision to seek criminal prosecution of offender(s). If requested by the victim, University personnel will assist the victim in notifying the appropriate law enforcement authorities.

Prevention, Education and Awareness

CSULB offered the following prevention and awareness programs in 2016:

Through the Women’s and Gender Equity Center (WGEC):
1. On February 17, 2016, the WGEC presented Healthy Relationships. This is a Domestic Violence (DV) Awareness and Prevention program. It is a workshop to provide students with tools for effective and healthy communication. It happens bi-annually and targets students. There were 117 student attendees.
2. On March 2, 2016, the WGEC presented Let’s Talk about Relationships. This is DV awareness and prevention program. It is a workshop to provide students with tools for effective and healthy communication and understanding consent. It happens bi-annually targets students. There were 52 attendees.
3. On March 3, 2016, the WGEC co-hosted with the WGSS Department, a screening of The Unslut Project and discussion. This was a gender violence awareness program. The film discusses gender and gender violence in schools, communities, media, and culture. There were 300 student attendees.
4. On March 15, 2016, the WGEC hosted a workshop on Human Trafficking. This is a gender violence prevention and awareness program. It is an annual program targeting students at large. There were 30 student attendees.
5. On March 24, 2016, The Women’s and Gender Equity Center (WGEC) presented Not Alone at the Beach Ally Training. This is a sexual assault (SA) awareness program highlighting survivor-centered services and support. It happens bi-annually and targets faculty, staff, and students. There were 25 attendees.
6. On April 7, 2016, the WGEC co-hosted with the WGSS department, screened Secret Survivors. This is a gender violence prevention and awareness program. It was a one-time program and targeted students at large. There were 185 student attendees.
7. On April 11, 2016, the WGEC co-hosted the screening of The Hunting Ground documentary. This is a gender violence prevention awareness program. This was a one-time program and targeted students at large. There were 75 students in attendance.
8. On April 20, 2016, the WGEC presented Clothesline. This is a SA awareness and prevention program. It is a display and resource tabling. It happens annually and targets students. There were approximately 100 student attendees. Formal attendance is not taken.

9. On April 20, 2016, the WGEC presented Take Back the Night. This is a Domestic Violence (DV) awareness and prevention program. It is a rally/march, and Speak-Out. It happens bi-annually and targets students. There were approximately 100 student attendees. Formal attendance is not taken.

10. On August 15, 2016, the WGEC presented Mentors in Violence Prevention (MVP). It is gender violence prevention training. It uses the bystander approach and focuses on social justice leadership development. It happens annually and targets resident assistants, assistant residential college coordinators, and residential coordinators. There were 71 attendees.

11. On August 21, 2016, the WGEC presented interACT. It is a social justice performance troupe. It performs interactive theatre on social justice issues including sexual assault, as a bystander intervention program. It is an annual event targeting residential students. There were 2300 residential student attendees.

12. On September 8 and 9th 2016 (two, half-day sessions), the WGEC presented MVP. It is gender violence prevention training. It uses the bystander approach and social justice leadership development. It is an annual event targeting student athlete leaders. There were 22 student attendees.

13. On September 26, 2016, the WGEC presented interACT. It is a social justice Troupe. It performs interactive theatre on social justice issues including sexual assault, as a bystander intervention program. The targeted audience was student athletes. It is an annual event targeting student athletes. There were approximately 300 student athlete attendees plus the Athletics Director and six coaches.

14. On October 10, 2016, the WGEC presented “Snow white, the Prince, and Intimate Partner Violence.” This was a Domestic Violence Awareness/Healthy Relationship presentation. It was a one-time event targeting students at large. There were 107 student attendees.

15. On October 16, 2016, the WGEC screened a student film “CORA” with panel discussion. This is a Domestic Violence Awareness program. It was a one-time event targeting students at large. There were 77 student attendees.

Through the Title IX Coordinator:

1. On January 5, 2016, the Title IX Coordinator spoke on sexual misconduct issues and Title IX reporting options at Student Orientation, Advising and Registration (SOAR) advisor training for approximately 45 advisors.

2. On January 12, 2016 the Title IX Coordinator, Advocate and ATOD/Violence Prevention and Sexual Misconduct Counselor provided supplementary Title IX training and scenarios on...
how to assist students experiencing sexual misconduct to approximately 56 resident assistants and nine Residential College Counselors.

3. On March 19, 2016, the Title IX Coordinator spoke on Title IX and inclusive language to approximately 350 students on debate teams and their coaches at the National Parliamentary Debate Association Tournament held at CSULB.

4. On June 1, 2016, the Title IX Coordinator spoke to approximately 60 SOAR advisors on sexual misconduct and Title IX reporting options.

5. On June 3, 2016, the Title IX Coordinator spoke to approximately 125 new Nursing students on sexual misconduct and reporting options.

6. On July 21, 2016, the Title IX Coordinator spoke on sexual misconduct and Title IX reporting options to Residential College Counselors. The Advocate and ATOD/Violence Prevention & Sexual Misconduct Counselor spoke on confidential survivor support services. A UPD sergeant spoke on Clery reporting, and a UPD detective spoke on options for survivor’s reporting to police.

7. On August 3-4, 2016, the Title IX Coordinator co-sponsored a Title IX Greek Retreat with Interfraternity Council and Panhellenic Council. Approximately 45 students attended this retreat that included information on Title IX sexual misconduct issues, confidential survivor support and the relation of alcohol to sexual misconduct issues.

8. On August 15, 2016 the Title IX Coordinator spoke to approximately 56 resident assistants on sexual misconduct and Title IX reporting options.

9. On August 17, 2016, the title IX Coordinator spoke to approximately 200 new International Students orientation about sexual misconduct issues and reporting options. The Title IX Coordinator spoke to junior or seniors were either Design or Industrial Design majors on Title IX reporting options and survivor services. Presentations were on August 25, 30, 31, September 22, October 7 and May 4, 2016.

10. On August 18, 2016, the Title IX Coordinator spoke on sexual misconduct and title IX reporting options to approximately 350 ASI and USU student staff. In addition, the Advocate and ATOD/Sexual Violence Prevention & Sexual Misconduct Counselor spoke about confidential survivor services, and UPD detective spoke on options for reporting to police.

11. On September 7, 2016, the Title IX Coordinator spoke to Forty Niner Shops managers and supervisors about how to refer students to confidential survivor support services.

12. On October 21, 2016, the Title IX Coordinator spoke to new fraternity and sorority members about sexual misconduct and Title IX reporting options.

13. On November 13, 2016, the Advocate spoke to approximately 56 resident assistants on trauma-informed responses to survivors of sexual misconduct.

14. On December 10, 2016, the title IX Coordinator spoke to approximately 125 new Nursing students about sexual misconduct and Title IX reporting options.
Continuing through the calendar year 2016, the Office of the Title IX Coordinator facilitated a required online Title IX video to be viewed by all incoming and returning CSULB students entitled, “Not Anymore.” The video covered CSULB’s policy and procedure related to sexual violence prevention and education, reporting options, and confidential on- and off-campus support resources for survivors. Students were also provided with a link to the “Title IX Notice of Non-Discrimination: Sexual Violence Prevention & Education Statement FAQ’s” handbook.

While the above programs have already occurred, repetitions and similar programs will also be offered on an ongoing basis.

Definitions per Executive Orders 1095-1097¹

**Sex Discrimination**

An adverse action taken against an individual because of gender or sex (including Sexual Harassment, Sexual Misconduct, Domestic Violence, Dating Violence, and Stalking) as prohibited by Title IX; Title IV; VAWA/Campus SaVE Act; California Education Code § 66250 et seq.; and/or California Government Code § 11135. See also Title VII of the Civil Rights Act of 1964, the California Fair Employment and Housing Act (Cal. Govt. Code § 12940 et seq.), and other applicable laws. Persons of all genders and gender identities can be victims of Sex Discrimination.

¹As mandated by the Clery Act’s Violence Against Women Act (VAWA)/Campus SaVE Act, these policy definitions are derived from the local jurisdiction, and based on the California Penal Code, the California Family Code, and the California Evidence Code. In some instances, these definitions may differ slightly from the federal definitions set forth in the next section for mandatory crime statistic reporting. For reportable crime statistics, the Clery Act regulations mandate definitions from the Federal Bureau of Investigation’s (FBI’s) Uniform Crime Reporting (UCR) Handbook.

**Sexual Harassment**

A form of Sex Discrimination, unwelcome verbal, nonverbal or physical conduct of a sexual nature that includes, but is not limited to sexual advances, requests for sexual favors, offering benefits or giving preferential treatment in exchange for sexual favors and any other conduct of a sexual nature where:

a. Submission to, or rejection of, the conduct is explicitly or implicitly used as the basis for any decision affecting a person’s employment terms or conditions, academic status or progress, or access to benefits and services, honors, programs, or activities available at or through the University; or
b. The conduct is sufficiently severe, persistent or pervasive that its effect, whether or not intended, could be considered by a reasonable person in the shoes of the complainant, and is in fact considered by the complainant, as limiting their ability to participate in or benefit from the services, activities or opportunities offered by the University; or
c. The conduct is sufficiently severe, persistent or pervasive that its effect, whether or not intended, could be considered by a reasonable person in the shoes of the complainant, and is in fact considered by the complainant, as creating an intimidating, hostile or offensive environment.

Sexual Misconduct
All sexual activity between members of the CSU community must be based on Affirmative Consent. Engaging in any sexual activity without first obtaining Affirmative Consent to the specific activity is Sexual Misconduct, whether or not the conduct violates any civil or criminal law. Sexual activity includes, but is not limited to, kissing, touching intimate body parts, fondling, intercourse, penetration of any body part, and oral sex. It also includes any unwelcome physical sexual acts, such as unwelcome sexual touching, Sexual Assault, Sexual Battery, Rape, and Dating Violence. When based on gender, Domestic Violence or Stalking also constitute Sexual Misconduct. Sexual Misconduct may include using physical force, violence, threat, or intimidation, ignoring the objections of the other person, causing the other person's intoxication or incapacitation through the use of drugs or alcohol, or taking advantage of the other person's incapacitation (including voluntary intoxication) to engage in sexual activity. Persons of all genders can be victims of these forms of Sexual Misconduct. Sexual activity with a minor is never consensual when the complainant is under 18 years old, because the minor is considered incapable of giving legal consent due to age.

Sexual Assault
A form of Sexual Misconduct, an attempt, coupled with the ability, to commit a violent injury on the person of another because of that person’s gender or sex.

Sexual Battery
A form of Sexual Misconduct, any willful and unlawful use of force or violence upon the person of another because of that person’s gender or sex, as well as touching an intimate part of another person against that person’s will and for the purpose of sexual arousal, gratification or abuse.

Rape
A form of Sexual Misconduct, and is non-consensual sexual intercourse that may also involve the use of threat of force, violence, or immediate and unlawful bodily injury or threats of future
retaliation and duress. Any sexual penetration, however slight, is sufficient to constitute rape. Sexual acts including intercourse are considered non-consensual when the person is incapable of giving consent because s/he is incapacitated from alcohol and/or drugs, is under 18 years old, or if a mental disorder or developmental or physical disability renders the person incapable of giving consent. The accused’s relationship to the person (such as family member, spouse, friend, acquaintance or stranger) is irrelevant. (See complete definition of Consent below.)

Acquaintance Rape
A form of Sexual Misconduct committed by an individual known to the victim. This includes a person the victim may have just met; i.e., at a party, introduced through a friend, or on a social networking website. (See above for definition of Rape.)

Affirmative Consent
An informed, affirmative, conscious, voluntary and mutual agreement to engage in sexual activity. It is the responsibility of each person involved in the sexual activity to ensure Affirmative Consent has been obtained from the other participant(s) to engage in the sexual activity. Lack of protest or resistance does not mean Affirmative Consent, nor does silence mean consent. Affirmative Consent must be voluntary, and given without coercion, force, threats, or intimidation.

- The existence of a dating or social relationship between those involved, or the fact of past sexual activities between them, should never by itself be assumed to be an indicator of Affirmative Consent. A request for someone to use a condom or birth control does not, in and of itself, constitute Affirmative Consent.

- Affirmative Consent can be withdrawn or revoked. Consent to one form of sexual activity (or one sexual act) does not constitute consent to other forms of sexual activity. Consent given to sexual activity on one occasion does not constitute consent on another occasion. There must always be mutual and affirmative consent to engage in sexual activity. Consent must be ongoing throughout a sexual activity and can be revoked at any time, including after penetration. Once consent is withdrawn or revoked, the sexual activity must stop immediately.

- Affirmative Consent cannot be given by a person who is incapacitated. A person is unable to consent when asleep, unconscious or is incapacitated due to the influence of drugs, alcohol or medication so that the person could not understand the fact, nature or extent of the sexual activity. A person is incapacitated if they lack the physical and/or mental ability to make informed, rational decisions.

- Whether an intoxicated person (as a result of using alcohol or other drugs) is incapacitated depends on the extent to which the alcohol or other drugs impact the person’s decision-making ability, awareness of consequences, and ability to make informed judgments. A person’s own
intoxication or incapacitation from drugs or alcohol does not diminish that person’s responsibility to obtain Affirmative Consent before engaging in sexual activity.

- A person with a medical or mental disability may also lack the capacity to give consent.
- Sexual activity with a minor (a person under 18 years old) is not consensual, because a minor is considered incapable of giving consent due to age.

- It shall not be a valid excuse that a person affirmatively consented to the sexual activity if the respondent knew or reasonably should have known that the person was unable to consent to the sexual activity under any of the following circumstances:
  - The person was asleep or unconscious;
  - The person was incapacitated due to the influence of drugs, alcohol or medication, so that the person could not understand the fact, nature or extent of the sexual activity;
  - The person was unable to communicate due to a mental or physical condition.

- It shall not be a valid excuse that the respondent believed that the person consented to the sexual activity under either of the following circumstances:
  - The respondent’s belief in Affirmative Consent arose from the intoxication or recklessness of the respondent;
  - The respondent did not take reasonable steps, in the circumstances known to the respondent at the time, to ascertain whether the person affirmatively consented.

**Domestic Violence**

Abuse committed against someone who is a current or former spouse; current or former cohabitant; someone with whom the abuser has a child; someone with whom the abuser has or had a dating or engagement relationship; or a person similarly situated under California domestic or family violence law. Cohabitant means two unrelated persons living together for a substantial period of time, resulting in some permanency of relationship. Factors that may determine whether persons are cohabiting include, but are not limited to, (1) sexual relations between the parties while sharing the same living quarters, (2) sharing of income or expenses, (3) joint use or ownership of property, (4) whether the parties hold themselves out as husband and wife, (5) the continuity of the relationship, and/or (6) the length of the relationship. For purposes of this definition, “abuse” means intentionally or recklessly causing or attempting to cause bodily injury or placing another person in reasonable apprehension of imminent serious bodily injury to themselves or others. Abuse does not include non-physical, emotional distress or injury.

**Dating Violence**
Abuse committed by a person who is or has been in a social or dating relationship of a romantic or intimate nature with the victim. This may include someone the victim just met; i.e., at a party, introduced through a friend, or on a social networking website. For purposes of this definition, “abuse” means intentionally or recklessly causing or attempting to cause bodily injury or placing another person in reasonable apprehension of imminent serious bodily injury to themselves or others. Abuse does not include non-physical, emotional distress or injury.

Stalking
Engaging in a repeated Course of Conduct directed at a specific person that would cause a Reasonable Person to fear for their own or another’s safety, or to suffer Substantial Emotional Distress. For purposes of this definition:
• Course of Conduct means two or more acts, including but not limited to, acts in which the stalker directly, indirectly, or through Third Parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person’s property;
• Reasonable Person means a reasonable person under similar circumstances and with the same Protected Status(es) as the complainant;
• Substantial Emotional Distress means significant mental suffering or anguish that may, but does not necessarily require medical or other professional treatment or counseling.
• Protected Status includes Age, Disability, Gender, Genetic Information, Gender Identity or Expression, Nationality, Marital Status, Race or Ethnicity, Religion, Sexual Orientation, and Veteran or Military Status.

Procedures for Reporting a Crime of Sexual Violence/Sexual Misconduct

Call 9-1-1 in any kind of emergency, or when facing immediate harm or threat of harm.

Persons who have experienced Sexual Misconduct, including Rape, Dating Violence, Domestic Violence, or Stalking, are encouraged to seek immediate assistance from police and healthcare providers for their physical safety, emotional support and medical care. University or local police can escort victims to a safe place and transport them to a hospital for medical treatment, if needed. University police can also provide access to a Sexual Assault Victim Advocate. Victims who prefer not to notify the police, are strongly encouraged to seek assistance from the campus Title IX Coordinator and/or a Sexual Assault Victim Advocate or counselor who can provide information on options, rights and remedies.

Victims have the right to decide who and when to tell about Sexual Misconduct, Dating and Domestic Violence, and Stalking. However, it is very important that they get medical attention
after being assaulted. Following the incident, a victim may be physically injured, may have contracted a sexually transmitted disease, or may become pregnant.

The University’s primary concern is the safety and well-being of every member of the campus community. The use of alcohol or drugs never makes the victim at fault. If a campus community member has experienced Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking they should not be deterred from reporting the incident out of a concern that they might be disciplined for related violations of drug, alcohol, or other University policies. Except in extreme circumstances, University students or employees who are victims of Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking will not be subject to discipline.

The University encourages victims of Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking to talk to someone about what happened – so they can get the support they need, and so the University can respond appropriately. Whether – and the extent to which – a University employee may agree to maintain confidentiality (and not disclose information to the Title IX Coordinator) depends on the employee’s position and responsibilities at the University. The following information is intended to make everyone aware of the various reporting and confidential disclosure options available to them – so they can make informed choices about where to turn for help. The University strongly encourages victims to talk to someone identified in one or more of these groups.

Certain University employees, listed below, are required by law to maintain near or complete confidentiality; talking to them is sometimes called a “privileged communication.” University law enforcement employees may maintain the victim’s identity as confidential, if requested by the victim, but will report the facts of the incident to the Title IX Coordinator, including the identity of the perpetrator. Most other University employees are required to report all details of an incident (including the identities of both the victim and alleged perpetrator) to the Title IX Coordinator so the University can take immediate action to protect the victim, and take steps to correct and eliminate the misconduct.

University Police, the Title IX Coordinator, University-employed physicians, professional counselors, licensed clinical social workers, sexual assault and domestic violence counselors and advocates, and certain other University employees are required to explain to victims their rights and options with respect to confidentiality.

**Privileged and Confidential Reports**
Treating physicians, psychotherapists, professional counselors, and clergy who work or volunteer providing medical or mental health treatment or counseling (including those who act
in that role under their supervision may not report any information about an incident of Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking to anyone else at the University, including the Title IX Coordinator, without the victim’s consent. A victim can seek assistance and support from physicians, psychotherapists, professional, licensed counselors, and clergy without triggering a University investigation that could reveal the victim’s identity or the fact of the victim’s disclosure. However, see limited exceptions below regarding when these professionals must report to local law enforcement agencies. These confidential professionals should explain these limited exceptions to victims, if applicable.

The University will be unable to conduct an investigation into a particular incident or pursue disciplinary action against a perpetrator if a victim chooses to (1) speak only to a treating physician, psychotherapist, professional counselor, or clergy member, and (2) maintain complete confidentiality. Even so, these individuals will assist victims in receiving other necessary protection and support, such as victim advocacy, disability, medical/health or mental health services, or legal services, and will advise victims regarding their right to file a Title IX complaint with the University and a separate complaint with local or University Police. If a victim insists on confidentiality, the University will likely not be able to fully assist the victim with: University academic support or accommodations; changes to University-based living or working schedules; or adjustments to course schedules.

A victim who at first requests confidentiality may later decide to file a complaint with the University or report the incident to the police, and thus have the incident fully investigated. Counselors and advocates can provide victims with that assistance if requested. Treating physicians, psychotherapists, professional counselors, and clergy will also explain that Title IX includes protections against retaliation, and that the University will not only take steps to prevent retaliation when it knows or reasonably should know of possible retaliation, but will also take strong responsive action if it occurs.

Exceptions to Confidentiality
Under California law, any health practitioner employed in a health facility, clinic, physician’s office, or local or state public health department or clinic is required to make a report to local law enforcement if they provide medical services for a physical condition to a patient/victim who they know or reasonably suspects is suffering from (1) a wound or physical injury inflicted by a firearm; or (2) any wound or other physical injury inflicted upon a victim where the injury is the result of assaultive or abusive conduct (including Sexual Misconduct, Domestic Violence, and Dating Violence).
This exception does not apply to sexual assault and domestic violence counselors and advocates. Health care practitioners should explain this limited exception to victims, if applicable.

Additionally, under California law, physicians, psychotherapists, professional counselors, licensed clinical social workers, clergy, and sexual assault and domestic violence counselors and advocates are mandatory child abuse and neglect reporters, and are required to report incidents involving victims under 18 years of age to local law enforcement. These professionals will explain this limited exception to victims, if applicable. Finally, some or all of these professionals may also have reporting obligations under California law to (1) local law enforcement in cases involving threats of immediate or imminent harm to self or others where disclosure of the information is necessary to prevent the threatened danger; (2) to the court if compelled by court order or subpoena in a criminal proceeding related to the sexual violence incident. If applicable, these professionals will explain this limited exception to victims.

Reporting Options
Victims have several reporting options including those with confidentiality, and may pursue one or all of these options at any time. Victims have a right to have a friend, family member, sexual assault victim advocate, or other representative present while reporting the incident. They also have the right to have a sexual assault victim advocate and support person of their choice present with them during a rape examination. The campus Title IX Coordinator can assist in notifying the police. Victims may also take any of the actions below.

Criminal
Reporting to University Police and/or local police is an option at any time. Victims who choose not to report to the police immediately following a Sexual Misconduct, Dating and Domestic Violence, or Stalking incident, can still make the report at a later time. However, with the passage of time, the ability to gather evidence to assist with criminal prosecution may be limited. Depending on the circumstances, the police may be able to obtain a criminal restraining order on the victim’s behalf.

Reporting to the Police
As soon after the incident as possible, victims of Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking are strongly encouraged to report the incident to the police. Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking may be reported to the University Police Department by dialing 911. The University Police will support all victims of Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking regardless of their decision to seek criminal prosecution of the offender or not. Victims have the option to report anonymously to
the police and the decision to seek criminal prosecution remains with the victim. University Police will protect the confidentiality of the victim to the extent permitted by applicable California State law. University Police will assist the victim by calling the appropriate police department should the reported incident not have occurred on campus.

If a victim reports to a local police agency or the University Police about Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking, the police are required to notify victims that their names will become a matter of public record unless confidentiality is requested. If a victim requests that their identity be kept confidential, their name will not become a matter of public record and the police will not report the victim’s identity to anyone else at the University, including the Title IX Coordinator. University Police will, however, report the facts of the incident itself, including the identity of the perpetrator if known, to the Title IX Coordinator being sure not to reveal the victim names/identities or compromise their own criminal investigation. The University is required by the federal Clery Act to report certain types of crimes (including certain sex offenses) in statistical reports. However, while the University will report the type of incident in the annual crime statistics report known as the Annual Security Report, victim names/identities will not be revealed.

In cases of Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking, the preservation of physical evidence is important to facilitate the identity and successful prosecution of the offender. The victim should not change clothes, bathe, douche, or shower following the attack. Sexual Assault Response Team (S.A.R.T.) medical personnel are trained to collect, process, and preserve physical evidence of Sexual Misconduct, and are committed in their assistance to the victim. Victims may request a S.A.R.T. exam to preserve forensic evidence without completing a police report. This evidence may be used in the case a victim wishes to report the assault at a later date. Victims are not financially responsible for S.A.R.T. exams and the cost will be the responsibility of the local law enforcement jurisdiction. The SART facility is located in the Long Beach Community Hospital at, 1720 Termino Avenue and can be contacted at 562-498-1000.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection orders related to the incident more difficult. Victims who choose not to make a complaint regarding an incident nevertheless should consider speaking with University Police or other law enforcement to preserve evidence in the event that they change their mind and wishes to report the assault at a later date.

A victim has the right to have a confidential advocate present when reporting to law enforcement and during examinations. With the victim’s consent, the confidential advocate will
assess the victim’s immediate needs and provide support and referral as appropriate. This confidential assistance may include: counseling, information concerning rape trauma syndrome; information on the collection of medical evidence and available health services to test for injuries, sexually transmitted diseases, and/or pregnancy. Assistance is also available with access to other resources and services, including assistance in obtaining emergency protection orders and restraining orders.

Reporting to a CSA
Any member of the University community may report incidents of Sexual Misconduct, Dating Violence, Domestic Violence or Stalking to any Campus Security Authority (CSA’s). These University personnel will assist the victim in notifying the appropriate law enforcement agency if the victim requests the assistance of law enforcement. In addition, most campus employees including CSA’s are required to report incidents of Sexual Misconduct, Dating Violence, Dating Violence and Stalking to the Title IX Coordinator. Title IX Coordinator reporting responsibilities are described in detail below.

NOTE: If the University determines that the perpetrator poses a serious and immediate threat to the campus community, under the Clery Act the campus may be required to issue a Timely Warning Crime Bulletin to the community. Any such warning will not include any information that identifies the victim.

Administrative
Victims may report to the campus Title IX Coordinator, who will provide written and verbal information regarding applicable University complaint procedures for investigating and addressing the incident.

The Title IX Coordinator will also provide information regarding resources available to victims, as well as information regarding their rights and options. Contact information for the Title IX Coordinator is listed above.

Reporting to a Title IX Coordinator or Responsible Employee
Many resources and options are available on and off campus including confidential and privileged communication options. The University has designated a Title IX Coordinator as the primary point of contact to provide victims with assistance and support, and to monitor and oversee overall compliance with laws and policies related to Sexual Misconduct, Dating and Domestic Violence, and Stalking. The campus Title IX Coordinator is available to explain and discuss rights to file a criminal complaint and to assist in doing so; the University’s relevant complaint process, and rights to receive assistance with that process, including the
Most University employees have a duty to report Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking incidents when they are on notice of it. When a victim tells the Title IX Coordinator or another non-confidential University employee about a Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking incident, the victim has the right to expect the University to take immediate and appropriate steps to investigate what happened and to resolve the matter promptly and equitably. In all cases, the University strongly encourages victims to report Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking directly to the campus Title IX Coordinator.

As detailed above, most University employees except treating physicians, licensed counselors, and clergy must report to the Title IX Coordinator all relevant details about any Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking incidents of which they become aware. The University will need to determine what happened and will need to know the names of the victim(s) and the perpetrator(s), any witnesses, and any other relevant facts, including the date, time and specific location of the incident.

To the extent possible, information reported to the Title IX Coordinator or other University employees will be kept private and shared only with individuals responsible for handling the University’s response to the incident. The University will protect the privacy of individuals involved in a Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking incident except as otherwise required by law or University policy. A Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking report may result in the gathering of extremely sensitive information about individuals in the campus community. While such information is considered confidential, University policy regarding access to public records and disclosure of personal information may require disclosure of certain information concerning a report. In such cases, efforts will be made to redact the records, as appropriate, in order to protect the victim’s identity and privacy and the privacy of other involved individuals. Except as detailed in the section on Privileged and Confidential Communications above, no University employee, including the Title IX Coordinator, should disclose the victim’s identity to the police without the victim’s consent or unless the victim has also reported the incident to the police.

If a victim requests of the Title IX Coordinator or another University employee that their identity remain completely confidential, the Title IX Coordinator will explain that the University cannot always honor that request and guarantee complete confidentiality. If a victim wishes to remain confidential or request that no investigation be conducted or disciplinary action taken,
the University must weigh that request against the University’s obligation to provide a safe, non-discriminatory environment for all students, employees and third parties, including the victim. Under those circumstances, the Title IX Coordinator will determine whether the victim’s request for complete confidentiality and/or no investigation can be honored under the facts and circumstances of the particular case, including whether the University has a legal obligation to report the incident, conduct an investigation or take other appropriate steps. Without information about a victim’s identity, the University’s ability to meaningfully investigate the incident and pursue disciplinary action against the perpetrator may be severely limited.

The Title IX Coordinator will inform the victim of the initiation of an investigation prior to starting an investigation and will, to the extent possible, only share information with people responsible for handling the University’s response to the incident. The Title IX Coordinator will remain mindful of the victim’s well-being, and will take ongoing steps to protect the victim from retaliation or harm, and work with the victim to create a safety plan. Retaliation against the victim, whether by students, employees or third parties, will not be tolerated. The University and Title IX Coordinator will also:

• Provide interim remedies requested by the victim, if they are reasonably available, regardless of whether the victim chooses to report to campus or local police;
• Assist victims in accessing available victim advocacy, academic support, counseling, disability, medical/health or mental health services, and legal assistance both on and off campus;
• Provide security and support, which could include issuing a no-contact order, helping arrange a change of campus-based living or working arrangements or course schedules (including for the perpetrator pending the outcome of the investigation), transportation situations or adjustments for assignments, tests, or work duties; and
• Inform victims of their right to report a crime to University or local police – and provide victims with assistance if desired.

The University will not require a victim to participate in any investigation or disciplinary proceeding if the victim does not wish to participate.

The University will not generally notify parents or legal guardians of a Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking report unless the victim is under 18 years old or the victim provides the University with written permission to do so.

Under California law, and pursuant to University policy, many University employees, including the Title IX Coordinator, are mandatory child abuse and neglect reporters and should explain to
victims under 18 years of age that they are required to report the incident to the police. However, the identity of the person who reports and the report itself are confidential and disclosed only among appropriate agencies.

Because the University is under a continuing legal obligation to address the issue of Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking campus-wide, reports (including non-identifying reports) may also require the University to consider broader remedial action – such as increased monitoring, supervision or security at locations where the reported incident(s) occurred; increased education, training and prevention efforts, including to targeted population groups; climate assessments/victimization surveys; and/or revision of policies and practices.

Non-Reporting
Victims are strongly encouraged to report any incident of Sexual Misconduct, Dating and Domestic Violence, or Stalking to the police and/or campus Title IX Coordinator so that steps may be taken to protect them and the rest of the campus community. However, non-reporting is also an option.

Civil Lawsuit
Victims may choose to file a civil lawsuit against the perpetrator, whether or not criminal charges have been filed. A civil lawsuit provides the opportunity to recover actual damages, which may include compensation for medical expenses, lost wages, pain, suffering and emotional distress.

Restraining Orders
Victims may also choose to obtain a protective or restraining order (such as a Domestic Violence restraining order or a civil harassment restraining order). Restraining orders must be obtained from a court in the jurisdiction where the incident occurred. Restraining orders can protect victims who have experienced or are reasonably in fear of physical violence, Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking. The campus Title IX Coordinator or Sexual Assault Victim’s Advocate can offer assistance with obtaining a protective or restraining order.

Disciplinary Procedures
The University has procedures that provide for an administrative investigation of reports of Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking, and written findings based on the preponderance of the evidence standard, provided to the complainant and respondent. Both the complainant and respondent may appeal written findings to the CSU Chancellor’s Office, as well as the ultimate sanction for violation of CSU policy in student misconduct cases.
The procedure for CSU employees and third parties is separate from but similar to the procedure for CSU students.

When a student or employee reports to the University that the student or employee has been a victim of Sexual Misconduct, Dating Violence, Domestic Violence or Stalking, whether the offense occurred on or off campus, the University will provide the student or employee a written explanation of their rights and options.

The investigation process from initial complaint to final result shall be prompt, fair, and impartial. The investigator will meet separately with the complainant and the respondent and other potential witnesses to gather information. The investigation shall be completed no later than 60 Working Days after the intake interview, unless the timeline has been extended. The timeline should not be extended for a period longer than an additional 30 Working Days from the original due date.

Before reaching a final conclusion or issuing a final investigation report, the Investigator shall have: a) advised the Parties, or have offered to do so, verbally or in writing, of any evidence upon which the findings will be based; and, b) given the Parties an opportunity to respond to the evidence, including presenting further relevant evidence, information or arguments that could affect the outcome. The Investigator will not reach a final conclusion or issue an investigation report until giving careful consideration to any such relevant evidence, information or arguments provided by the Parties. The Investigator retains discretion and authority to determine relevance.

At the conclusion of the University’s complaint and investigation procedure, any employee or student found to have violated University policy against Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking will be subject to discipline. For employees, discipline would be administered consistent with applicable collective bargaining agreements, University policies and legal requirements. For students, discipline would be administered in accordance with CSU Executive Order 1098 (discussed below). Victims are not required to participate in any University disciplinary and may choose not to be a part of it. Disciplinary procedures will:

- Provide a prompt, fair, and impartial process and resolution;
- Be conducted by officials who receive annual training on Sexual Misconduct, Dating Violence, Domestic Violence, and Stalking and how to conduct a hearing process that protects the of victims and promotes accountability;
- Provide the complainant and respondent the same opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice;
Simultaneously inform the complainant (or next of kin if complainant is deceased) and respondent in writing of:

- The outcome of the disciplinary proceeding;
- The University’s procedures to appeal the results of the disciplinary proceeding;
- Any change to the disciplinary results that occurs prior to the time such results become final; and
- When disciplinary results become final.

Complaint Procedures
The CSU has adopted and published complaint procedures that provide for prompt, impartial, and equitable resolution of complaints of Sex Discrimination, including Sexual Harassment, Sexual Misconduct, including Rape and Sexual Assault, Domestic Violence, Dating Violence, and Stalking.

Regardless of whether an employee, a student or a third party ultimately files a complaint under the applicable complaint procedure, if the University knows or has reason to know about possible Sex Discrimination, Sexual Harassment, Sexual Misconduct, Domestic Violence, Dating Violence, and Stalking, it must review the matter to determine if an investigation is warranted. When warranted, all such investigations must be prompt, thorough and impartial. The University must then take appropriate steps to eliminate the Sex Discrimination, Sexual Harassment, Sexual Misconduct, Domestic Violence, Dating Violence, and/or Stalking, prevent its recurrence, and remedy its effects.

Complaints Made by Students

Complaints Made by Employees, Former Employees, Third Parties and Applicants for Employment
Executive Order 1096, entitled “Systemwide Policy Prohibiting Discrimination, Harassment and Retaliation, Sexual Misconduct, Dating and Domestic Violence, and Stalking Against Employees and Third Parties and Systemwide Procedure"
“for Addressing Such Complaints by Employees and Third Parties” is the appropriate systemwide procedure for all complaints of Sex Discrimination, Sexual Harassment, Sexual Misconduct, Domestic Violence, Dating Violence, and Stalking made by employees and former employees against the CSU, another CSU employee, a CSU student or a third party. Employees covered by a collective bargaining agreement that provides a grievance procedure for raising allegations of Sex Discrimination or Sexual Harassment, including Sexual Misconduct, Domestic Violence, Dating Violence, and Stalking shall use the grievance procedure specified in their collective bargaining agreement. Executive Order 1096 can be viewed at http://www.calstate.edu/EO/EO-1096-rev-6-23-15.pdf.

Complaints Made by Student-Employees
Executive Order 1096 is the appropriate system-wide procedure for all complaints of Sex Discrimination, including Sexual Harassment, Sexual Misconduct, Dating and Domestic Violence, and Stalking, made by student-employees where the alleged Sex Discrimination, Sexual Misconduct, Domestic Violence, Dating Violence, and Stalking arose out of the person’s status as an employee and not their status as a student. Executive Order 1096 can be viewed at http://www.calstate.edu/EO/EO-1096-rev-6-23-15.pdf.

**Disciplinary Procedure**
The Title IX Coordinator (or designee) is responsible for investigating complaints of Gender Discrimination, Harassment and Retaliation, including Sex Discrimination and Sexual Harassment, as well as Complaints of Sexual Misconduct, Domestic and Dating Violence, and Stalking. (See Executive Orders 1095, 1096 and 1097.) In accordance with Executive Orders 1096 and 1097, the Title IX Coordinator investigates those complaints, determines whether the accused violated the applicable Executive Order(s), and prepares a report that includes findings of facts and conclusions about whether the applicable Executive Order was violated. Unless the determination is appealed as provided in Executive Orders 1096 or 1097, it is final and binding in all subsequent proceedings.

Where a complaint is made against a student and the applicable Executive Order is found to have been violated, the Title IX Coordinator shall also notify the Student Conduct Administrator of the investigation outcome and provide a copy of the investigation report.

Where a complaint is made against an employee, Human Resources or Academic/Faculty Affairs shall be notified and provided a copy of the investigation reports. Sanctions are imposed in accordance with current collective bargaining agreement, when applicable, and may include:

- verbal reprimand
• written reprimand,
• reduction in salary
• temporary or permanent demotion
• paid or unpaid administrative leave
• suspension
• denial or curtailment of emeritus status
• mandated education or training
• change in work location
• restrictions from all or portions of campus
• restrictions to scope of work
• dismissal

Unless the Chancellor’s Office notifies the campus that an appeal has been filed, investigative findings pursuant to Executive Orders 1096 or 1097 become final 11 working days after the date of the Notice of Investigation Outcome issued pursuant to those Executive Orders. If an appeal is filed, the investigative findings do not become final until the appeal has been exhausted.

Appeal of Finding in Investigation Outcome
Any complainant or respondent who is not satisfied with a campus investigation outcome may file an appeal with the Chancellor’s Office (CO) within 10 working days after the date of the Notice of Investigation Outcome. The appeal is limited to one or more of the following issues: 1. The investigation outcome is unsupported by the evidence, based on the preponderance of the evidence standard; 2. Prejudicial procedural errors impacted the investigation outcome to such a degree that the investigation did not comply with the relevant Executive Order; or 3. New evidence not available at the time of the investigation. The CO shall respond within 30 working days. The CO appeal response is final.

Student Conduct Proceedings
Where the investigative report finds a violation of Executive Order 1096 or 1097 and any appeal has been exhausted, the report is referred to the Student Conduct Administrator to initiate student conduct proceedings. The Student Conduct Administrator will offer to conduct pre-hearing conferences separately with the complainant and respondent to review information concerning the charges, interim remedies, proposed sanctions or range of sanctions, the nature of further proceedings, and possible disposition without hearing.

The Student Conduct Administrator shall, in consultation with and agreement from the Title IX Coordinator, determine which cases are appropriate for disposition without hearing, taking into
consideration the investigation report and any additional information provided during any conferences. If a proposed resolution agreement can be reached, the terms shall be put in writing and signed by the student charged and the University (after a reasonable opportunity to consult with an advisor). Any proposed resolution may be appealed by the complainant and is not final until any such appeal is exhausted.

If not resolved, the Student Conduct Administrator will issue a Notice of Hearing and shall schedule the hearing promptly, but in any event no sooner than 10 working days after, and no later than 20 working days after, the date of the Notice of Hearing. The findings and conclusions of the investigations conducted in accordance with Executive Orders 1096 and 1097, once any appeals are exhausted, are final and binding. The hearing is limited to determining appropriate sanctions; the findings of the investigation are not under review.

The Hearing Officer controls the hearing. The Student Conduct Administrator and the student charged each put on the evidence in their case and may each ask questions of the witnesses in whatever manner the Hearing Officer deems appropriate. The Hearing Officer may ask questions of any witness, the student charged, the complainant, Student Conduct Administrator, or the Title IX Coordinator.

Questions may not be posed to complainants about their past sexual behaviors involving any persons other than the student charged. The Hearing Officer shall ask any questions of the complainant and other witnesses on behalf of the student charged (who shall give the Hearing Officer a written list of questions).

The investigation report and any Chancellor’s Office Appeal Response prepared pursuant to Executive Orders 1096 or 1097 shall be entered into evidence at the hearing, redacted as appropriate to protect private (e.g. contact) information or as otherwise required by law. If the student charged fails to appear at the hearing without good cause, the hearing shall nevertheless proceed.

The Hearing Officer shall submit a written report to the president recommending sanctions, if any, as well as any recommendations regarding additional remedies. The report shall include any mitigating or aggravating factors relied upon by the Hearing Officer in reaching the recommendations. The report shall be submitted within 10 working days after the hearing.

President’s Sanction Decision/Notification
The president shall review the investigative report and the Hearing Officer’s report and issue a decision concerning the appropriate sanction. The president's decision letter shall be issued
within 10 working days after receipt of the Hearing Officer’s report. The president shall simultaneously send the decision electronically to the student charged and complainant(s). Unless the Chancellor’s Office notifies the campus that an appeal has been filed, the president’s sanction decision becomes final 11 working days after the date of the decision letter.

Student Sanctions
The following sanctions may be imposed for violation of the Student Conduct Code:

1. **RESTITUTION.**
   Compensation for loss, damages or injury. This may include appropriate service and/or monetary material replacement.

2. **LOSS OF FINANCIAL AID.**
   Scholarships, loans, grants, fellowships and any other types of state financial aid given or guaranteed for the purposes of academic assistance can be conditioned, limited, cancelled or denied.

3. **EDUCATIONAL AND REMEDIAL SANCTIONS.**
   Assignments, such as work, research, essays, service to the University or the community, training, counseling, removal from participation in recognized student clubs and organizations (e.g., fraternities misconduct or as deemed appropriate based upon the nature of the violation.

4. **DENIAL OF ACCESS TO CAMPUS OR PERSONS.**
   A designated period of time during which the student is not permitted: (i) on University Property or specified areas of campus; or (ii) to have contact (physical or otherwise) with the complainant, witnesses or other specified persons.

5. **DISCIPLINARY PROBATION.**
   A designated period of time during which privileges of continuing in student status are conditioned upon future behavior. Conditions may include the potential loss of specified privileges to which a current student would otherwise be entitled, or the probability of more severe disciplinary sanctions if the student is found to violate the Student Conduct Code or any University policy during the probationary period.

6. **SUSPENSION**
   Temporary separation of the student from active student status or student status.
   a. A student who is suspended for less than one academic year shall be placed on inactive student (or equivalent) status (subject to individual campus policies) and
remains eligible to re-enroll at the University (subject to individual campus enrollment policies) once the suspension has been served. Conditions for re-enrollment may be specified.

b. A student who is suspended for one academic year or more shall be separated from student status but remains eligible to reapply to the University (subject to individual campus application policies) once the suspension has been served. Conditions for readmission may be specified.

c. Suspension of one academic year or more, withdrawals in lieu of suspension, and withdrawals with pending misconduct investigations or disciplinary proceedings shall be entered on the student’s transcript permanently without exception; this requirement shall not be waived in connection with a resolution agreement.

7. EXPULSION.
Permanent separation of the student from student status from the California State University system. Expulsion, withdrawal in lieu of expulsion, and withdrawal with pending misconduct investigation or disciplinary proceeding shall be entered on the student’s transcript permanently, without exception; this requirement shall not be waived in connection with a resolution agreement.

*A student is not considered to be in good standing for purposes of admission to the University while under a sanction of suspension or expulsion, or while admission or re-admission has been disqualified.

MORE THAN ONE SANCTION MAY BE IMPOSED FOR A SINGLE VIOLATION

Other Considerations Related to Sanctions

1. ADMINISTRATIVE HOLD AND WITHOLDING A DEGREE
The University may place an administrative hold on registration transactions and release of records and transcripts of a student who has been sent written notice of a pending investigation or disciplinary case concerning that student, and may withhold awarding a degree otherwise earned until the completion of the process, including the completion of all sanctions imposed.

2. RECORD OF DISCIPLINE
A record of disciplinary probation or suspension is entered on a student’s transcript, with beginning and end date, for the duration of the sanction. A record of expulsion or suspension for one academic year or more shall note the effective date of discipline and remains on the transcript permanently, without exception. A record of withdrawal in lieu of suspension or
expulsion and withdrawal with pending misconduct investigation or disciplinary proceeding remains on the transcript permanently, without exception. These requirements shall not be waived in connection with any resolution agreement.

3. **INTERIM SUSPENSION**
A president may impose an interim suspension pursuant to Title 5, California Code of Regulations section 41302 where there is reasonable cause to believe that separation of a student is necessary to protect the personal safety of persons within the University community or University property, and to ensure the maintenance of order. An investigative finding of a violation of Executive Orders 1096 or 1097 standing alone may be sufficient to constitute reasonable cause to believe that an interim suspension is necessary to protect the personal safety of persons within the University community or University property, and to ensure the maintenance of order.

4. **DENIAL OF PRESENCE ON CAMPUS DURING INTERIM SUSPENSION**
During the period of an interim suspension, the student charged may not, without prior written permission from the campus president, enter any campus of the California State University other than to attend the hearing regarding the merits of the interim suspension and any disciplinary hearing. The president may also restrict the student’s participation in University-related activities on a case-by-case basis, such as attending off-campus activities and/or participating in on-line classes. Violation of any condition of interim suspension shall be grounds for expulsion.

5. **ADMISSION OR READMISSION**
Applicants for admission or readmission into any University program are subject to appropriate sanctions for violations of the Student Conduct Code, including qualification, revocation or denial of admission or readmission. For students who withdraw while a disciplinary matter is proceeding, the campus has discretion whether to continue proceedings or hold proceedings in abeyance.

**Appeal of President’s Sanction**
The complainant and student charged each may file an appeal of the president’s decision of appropriate sanctions to the Chancellor’s Office no later than 10 working days after the date of the president’s decision letter. The complainant may also appeal any proposed sanctions agreed to as part of a proposed resolution agreement with the student charged. Sanction appeals are limited to a determination as to whether the sanction is reasonable under the facts and circumstances as determined by the investigation and whether any prejudicial procedural errors occurred during the hearing. The Chancellor’s Office appeal review will not
involve a new investigation and will not consider evidence that was not introduced during the investigation or hearing. The record will be limited to the record at the hearing. The Chancellor’s Office shall issue a final appeal response no later than 10 working days after receipt of the written appeal.

Whom to Contact If You Have Complaints, Questions or Concerns
Title IX requires the university to designate a Title IX Coordinator to monitor and oversee overall Title IX compliance. Your campus Title IX Coordinator is available to explain and discuss: your right to file a criminal complaint (sexual assault and violence); the university’s complaint process, including the investigation process; how confidentiality is handled; available resources, both on and off campus; and other related matters. If you are in the midst of an emergency, please call the police immediately by dialing 9-1-1.

Campus Title IX Coordinator:
- Main Line: 562-985-5587
- Website: www.csulb.edu/divisions/students/titleix
- Office Hours: Monday-Friday (8AM-5PM)
- Dr. Jeane Caveness, Title IX Coordinator / Associate Dean of Students
- Email: Jeane.Caveness@csulb.edu
- Address:
  - 1250 Bellflower Blvd. (Brotman Hall 377)
  - Long Beach, CA 90840

CSULBPD
- Main Line: 562-985-4101 (24 Hour)
- Website: https://www.csulb.edu/university-police/sexual-assault-domestic-violence-and-stalking
- Address:
  - University Police Department
  - 1250 Bellflower Blvd.
  - Long Beach, CA 90840-8001
  - (Brick building south of the Student Recreation and Wellness Center)

U.S. Department of Education, Office for Civil Rights (OCR):
- (800) 421-3481 or ocr@ed.gov
- If you wish to fill out a complaint form online with the OCR, you may do so at: www2.ed.gov/about/offices/list/ocr/complaintintro.html
Section 12: Registered Sex Offenders
California’s sex offender registration laws require convicted sex offenders to register their status with the University police department if they are enrolled, residing, attending, carrying on a vocation (i.e. contractor or vendor on campus for more than 30 days in the year), or working with or without compensation for the institution. All public information available in California about registered sex offenders, to include the ability to look-up offenders by name, residence address, and zip code, is on the California Department of Justice Megan’s law website at http://www.meganslaw.ca.gov/ or by contacting the Long Beach Police Department’s Community Relations Division, at (562) 570-7215 for viewing dates and times.

Persons listed above must register with CSULBPD within five working days of commencing enrollment or employment with the University. Registrants are also required to notify CSULBPD within five working days of ceasing to be enrolled or employed, or ceasing to carry on vocation at the university.

Section 13: Emergency Notification (EN)

The University will issue emergency notifications, without delay, in response to a confirmed significant emergency or a dangerous situation, occurring in the Clery defined on campus geography that, in the judgment of the University, constitutes an immediate threat to the health or safety of members of the on-campus community.

Once UPD has received the report, the Chief of Police, (or management designee in the absence of the Chief), will confer with the appropriate public official (e.g., fire chief, health department) and any campus officials responsible for managing the on-campus emergency, if available, to confirm both: 1) an emergency or dangerous situation in fact exists in on-campus geography; and 2) the emergency or dangerous situation poses an immediate or imminent threat to members of the on-campus community.

If both of the above factors are not met, no emergency notification will be issued.

If it is determined that both of the above factors are met, then an emergency notification will be issued to the community. The Chief of Police (or management designee in the absence of the Chief), will confer with the Clery Director if one is designated and if available, to prepare the content of the notification taking into account the safety of the on-campus community. They will also determine, based on the confirmed facts of the emergency, if the entire campus community or only a specific segment of the on campus community is threatened and need to
be notified. Examples of emergencies where only a segment might be alerted would be a fire contained in a dorm laundry room where only the residents of that one dorm floor or of that one dorm building are at risk and need to evacuate, or a chemical spill in a lab where only the one room, floor, or the occupants of that one building are at risk and need to evacuate.

Once the notification is prepared, the Chief of Police or the Clery Director if one is designated, or in their absence, the management designee(s) will, without delay and taking into account the safety of the community, transmit the emergency notification unless doing so would delay the ability to mitigate and/or contain the emergency, including the ability to provide immediate, life saving measures.

Distribution methods of emergency notifications may include but are not limited to one or more of the following methods:

- The campus mass notification system, including but not limited to phone, campus email, or text messaging
- Audio/visual message boards
- Audible alarms/sirens
- Campus public address systems
- In person or door-to-door notifications in a building or residence halls
- Other means appropriate under the circumstances

Student and employees who need information on how to add contact information to be included for emergency notification or to remove information and “opt out” of notifications should visit https://www.csulb.edu/university-police/emergency-notification-system or call the Emergency Preparedness Office at 562-985-4896 for assistance.

The Chief of Police or the Clery Director if one is designated, or in their absence, the management designee(s) will provide follow-up notifications and information until the emergency is mitigated and no longer poses a threat.

If an emergency notification is issued, a timely warning will not be issued to the community for the same incident.

The University Emergency Operations Plan includes evacuation procedures, an evacuation map and disaster preparedness information. The evacuation of campus buildings or the entire campus may be required due to emergency situations occurring on or near the campus. Whenever possible the evacuation will be done in a systematic, controlled, and planned
manner. More detailed information is available at

University Building Marshal Program
To facilitate the safe evacuation of campus buildings and to help inform emergency responders
of urgent needs, the campus utilizes a Building Marshal Program. This program is staffed by
specially trained volunteers who work in individual classrooms and offices within buildings on
the campus. When an evacuation is warranted the Building Marshals are responsible for:

- Assisting in the safe and complete evacuation of a building
- Preventing re-entry into an evacuated building to non-emergency responders.
- Reporting injured or trapped persons to emergency responders.

Staging Areas
In order to facilitate the safe and orderly evacuation of the campus a Staging Area system may
be employed to control the release of people. This system would normally be used following a
major disaster where the buildings have been deemed uninhabitable and a full campus
evacuation has been ordered. The University maintains two primary Staging Areas and two
secondary Staging Areas:

Primary Staging Areas:
- The Upper Quad
- The Athletic Fields

Secondary Staging Areas:
- Parking Lot 14
- Parking Lot 20

Under the Staging Area system people evacuated from their buildings are moved to one of the
staging areas. There they are held for a period of time until roadways are deemed safe and
open or it is decided they must be sheltered on the campus.

Types of Evacuation:
- Campus-wide evacuation
- Localized Evacuation

Emergency Operation Center (EOC) Activation:
The CSU Long Beach EOC may be activated during a campus-wide evacuation. Decision to
activate and level of activation will be made in accordance with procedures set out in the CSU
Long Beach Emergency Operations Plan.

Oversight
As the chief investigative body for the University, CSULBPD will maintain Incident Command on
all incidents that could reasonably lead to a criminal investigation. In incidents where CSULBPD
will not be the primary investigator agency, Incident Command will be transitioned to the agency responsible for such investigation upon their arrival. As a matter of course the Long Beach Fire Department will have Incident Command on all fires and hazmat incidents to which they respond.

The CSULBPD Incident Commander will ensure that the appropriate level of notification is made to the CSULBPD Administration and that the appropriate reports are filed detailing the events and actions taken.

Due to the impact on surrounding streets and neighboring schools the Long Beach Police Department, Long Beach Fire Department, and Long Beach Unified School District should be notified of a campus wide evacuation as soon as possible.

To facilitate further information dissemination to the larger surrounding community, the Long Beach Police Department (LBPD) will be kept apprised of the situation. LBPD uses systems including but not limited to reverse 911, E-notify, Nixle, and various social media applications to disseminate critical information.

CSULB’s EN system is tested twice a year in announced tests by the Emergency Management and Preparedness Coordinator, and may be conducted simultaneously with the campus wide evacuation drills. Notification will be made with a campus wide email for announced tests. CSULB is not currently conducting any unannounced tests. Testing is documented each time it occurs with a description of the test/exercise, the date, time, and whether it was announced or not. LBPD and CSULBPD routinely communicate with each other via shared radio frequencies and/or phones regarding situations that either agency may become aware of that may warrant an emergency response. The CSULBPD/LBPD Memorandum of Understanding (MOU) further outlines the coordination between these police departments in emergency or dangerous situations; specifically, under Item 9: Mutual Aid and Item 10: Incident Management.

Section 14: Missing Student Notification
If a member of the university community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify CSULBPD at (562) 985-4101. If a report is made to Housing & Residence Life, their staff will immediately contact CSULBPD. CSULBPD will generate a missing-person report and initiate an investigation in accordance with the department’s missing person policy. If an on-campus housing student has been determined to have been missing for 24 hours, then the University will initiate the specifically designated notification procedure described below within 24 hours after receiving the report. Nearby law
enforcement agencies will also be notified within 24 hours of an official determination that they are missing. An exception would be the agency that made the determination the student was missing; they would not be notified.

In addition to and separate from the registering of an emergency contact, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by the University in the event the student is determined to be missing. Students who wish to identify a confidential contact may do so when completing the Housing application and at any time on-line through the CSULB Housing Portal. Only authorized campus officials and law enforcement officers in furtherance of a missing person investigation may have access to this information. If the student is under 18 years of age and not an emancipated minor, CSULBPD is required to notify a custodial parent or guardian and any other designated contact within 24 hours after the time that the student is determined to be missing in addition to any additional contact person designated by the student. Once information on a juvenile missing person is reported to the police, a complete and thorough investigation will be conducted in accordance with California law and CSULBPD policy.

CSULBPD has a law enforcement missing person policy that is followed in all such cases (General Order 30). The department may release a photo of the missing student as a tool to assist in locating the individual and may seek information and/or assistance from a variety of campus resources during the course of the investigation. Missing person reports are often high profile events. At the very least, it is a traumatic time for the reporting party. Officers and dispatchers should remember that while most persons are found safely and quickly, every report has the potential of not being resolved quickly and easily. The State of California has enacted many laws and guidelines for police agencies to follow in this area. Our policy is intended to cover these guidelines and laws and provide time frames and requirements for officers to follow. It should be noted that our policy will not cover every circumstance, nor is it intended to. Officers should use sound judgment whenever they encounter situations not covered by the policy.

**Section 15: Fire Safety Act**
The 2017 Fire Safety Act Report is available at the following link:
# CLERY INCIDENT REPORT

One important purpose of the Clery Act is to encourage the accurate collection of campus crime statistics in order to promote and enhance campus crime awareness and campus safety through reliable statistical crime reporting. The purpose of this report form is to provide Campus Security Authorities (CSA) with a uniform mechanism for documenting the (who, what, when, where) of crimes reported to them, especially confidential reporting.

Clergy provides the following definitions for reporting locations:

1. **On-campus property**: Any building or property owned or controlled by the University within the same reasonably contiguous geographic area and used by the University in direct support of, or in a manner related to, the University’s educational purpose, including any buildings or property that is owned by the University but controlled by another person and which is frequently used by students and supports institutional purposes such as a food or other retail vendor. (Excluding Residential Colleges)
2. **On-campus Residential Colleges. (Hillside, Parkside and Beachside Colleges)**
3. **Non-campus property**: Any building or property owned or controlled by a student organization that is officially recognized by the University, or any building or property not owned by or controlled by the University that is used in direct support of, or in relation to the University’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the University (includes Blair Field/Greeks/Foundation, etc.).
4. **Public property**: All public property, including: thoroughfares, streets, sidewalks, parking facilities, that is within the campus, or immediately adjacent to and accessible from campus.
5. **Off-campus**: Locations not included above.

Data collected on this form shall include personal identifying information. The student status of the offender or victim is not a relevant fact when determining if a report should be accepted. All reports involving any of the listed crimes must be documented and reported to the University Police Department. The annual Clery statistical count shall be determined by the University Police Department. Use a separate report form for every Clery reportable incident, if in doubt, file a report.

A Campus Security Authority (CSA) is defined in the Annual Clery Report and on the reverse side of this form.

<table>
<thead>
<tr>
<th>Homicide</th>
<th>Aggravated Assault</th>
<th>Sex Offense (Rape)</th>
<th>Robbery</th>
<th>Sexual Battery (Fondling)</th>
<th>Burglary (excluding auto burglary)</th>
<th>Domestic Violence</th>
<th>Dating Violence</th>
<th>Stalking</th>
</tr>
</thead>
</table>

**Hate Crime (in conjunction with above and/or below listed incidents):**

- Bodily Injury
- Vandalism
- Intimidation
- Threat
- Other

**Include category of bias:**

- Gender
- Gender Identity
- Disability
- Ethnicity
- Religious Orientation
- National Origin

<table>
<thead>
<tr>
<th>Location of incident:</th>
<th>Date of incident:</th>
<th>Time of incident:</th>
<th>CSA Tracking #:</th>
</tr>
</thead>
<tbody>
<tr>
<td>On-campus (including student housing)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>On-campus student housing</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Off campus</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public property (adjacent to campus)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non-campus property (Blair Field/Greeks)</td>
<td></td>
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</tr>
</tbody>
</table>

**Name of CSA submitting report:**

<table>
<thead>
<tr>
<th>CSULB Department/Unit:</th>
<th>Date report received:</th>
<th>Time report received:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

**CSA received report from:**

- Victim
- Witness
- Friend
- Offender
- Family
- Other

**Police Report filed:**

- Yes
- No
- Unknown

**Date/time reported to Police Department:**

<table>
<thead>
<tr>
<th>CSULB PD Case #: (Known)</th>
<th>Other PD #:</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

**Sex Offense:** Sex offenses are of special concern to the campus community because historically they have been under reported. The victim of a sex offense typically desires confidentiality and anonymity, as a result he/she will often seek a reporting source other than law enforcement such as a designated Campus Security Authority. Because the sex offender may continue to pose a threat to the community, the threat potential needs to be quickly evaluated and the campus community alerted/warned as deemed necessary. In this regard, the following additional information is requested.

<table>
<thead>
<tr>
<th>Sex Offense:</th>
<th>Victim:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>( ) student</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Known offender:</td>
</tr>
<tr>
<td></td>
<td>Unknown offender: (stranger)</td>
</tr>
<tr>
<td></td>
<td>Victim was physically injured (excluding emotional/psychological trauma)</td>
</tr>
</tbody>
</table>

**Describe injuries:**

<table>
<thead>
<tr>
<th>Brief Description of Crime:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Sex Offense:</th>
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<tbody>
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</table>

**Describe weapon:**

<table>
<thead>
<tr>
<th>Race</th>
<th>Gender</th>
<th>Age</th>
</tr>
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<tr>
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</table>

**Height:**

**Hair Color:**

**Eye Color:**

**Physical Characteristics:**

<table>
<thead>
<tr>
<th>Brief Description of Crime:</th>
</tr>
</thead>
</table>

| | |
| | | |
Definitions

Criminal Homicide (Manslaughter by Negligence)
The killing of another person through gross negligence. (Attempts are classified as aggravated assault)

Criminal Homicide (Murder and Non-negligent Manslaughter)
The willful (non-negligent) killing of a human being by another. (Attempts are classified as aggravated assault)

Robbery
The taking or attempting to take anything of value from the care, custody, or control of a person(s) by force or threat of violence and/or fear

Aggravated Assault
An unlawful attack of another for the purpose of inflicting severe or aggravated bodily injury accomplished by the use of a weapon or means likely to produce death or great bodily harm. It is not necessary that an injury result when a gun, knife or other weapon was used but which could have resulted in serious injury. (Includes attempts)

Burglary
The unlawful entry (or attempt to enter) into a defined structure with the intent to commit a theft or any felony. (Includes attempts, but excludes vehicle burglary)

Motor Vehicle Theft
Taking of a motor vehicle (as defined) without the consent of the owner with the intent to either permanently or temporarily deprive the owner of the vehicle. (Includes attempts and joyriding)

Sex Offense (Rape)
Any sexual act directed against another person without their consent or against an incapacitated person (includes attempts)
  a. Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
  b. Incest (sexual intercourse between persons who are related to one another within the degrees wherein marriage is prohibited)
  c. Statutory rape (consensual intercourse with a person who is under the age of consent - 18yrs)

Sexual Battery (Fondling)
  a. Sexual battery (the touching of the intimate parts: sexual organ, anus, groin, or the breast of a female)

Arson
The willful or malicious burning or attempt to burn (w/o the intent to defraud) a dwelling house, public building, motor vehicle or aircraft, or personal property of another, etc. (Includes attempts)

Domestic Violence
  (Sec. 40002(a), VAWA (42 USC 13925(a)(l)))
Includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person stalking the victim who is or was in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following: (i) length of the relationship, (ii) type of relationship, (iii) frequency of interaction between the persons involved in the relationship

Stalking
  (Sec. 40002(a), VAWA (42 USC 13925(a)(3)))
The term "stalking" means engaging in a course of conduct directed at a specific person that would cause a reasonable person:
  (A) Fear for his/her safety or the safety of others; or
  (B) Suffer substantial emotional distress

Hate Crime
A criminal act involving one/more of the previous or below listed crimes which was motivated by bias against any person or group of persons, or the property of any person or group of persons because of the race, religion, gender, gender identity, sexual orientation, disability, national origin or ethnicity of the person or group, or bias based upon the perception that the person or group has one or more of these characteristics.

Larceny-Theft (Except Motor Vehicle Theft)
The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded.

Simple Assault
An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

Intimidation
To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjected the victim to actual physical attack.

Definition of Campus Security Authority (CSA)
a. A police department or security department of the university.
b. Any individual who has responsibility for campus security but who does not constitute a campus police department or the campus security department (e.g. parking enforcement staff, community service officers, contract security).
c. Any individual or organization specified in the University's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
d. Any official of the University who has a significant responsibility for student and campus activities (e.g. Dean of Students; Student Judicial Affairs Officer; Directors of Campus Community Centers; Director of Student Housing; ACs; RAs; Director of Athletics and team coaches; Coordinators, directors, and/or advisors to student organizations, programs, activities, campus recreation, Greek Affairs, etc.)

Instructions
a. If the reported incident constitutes a threat to the safety of the CSULB community, the CSA shall immediately telephone the University Police Department at (562) 985-4101. If the reporting party is a victim of a sex offense, the victim should be encouraged to report the crime directly to the University Police Department. The CSA must file a Clery Report.
b. “Good faith” confidential, second hand or anonymous reports must be accepted and the CSA must file a Clery Report.
c. The potential for duplication of reported crimes is not to be a factor in determining whether or not a report is received.
d. This reporting form does not replace or change any existing reporting requirements or procedures established for disciplinary referrals for student or employee misconduct.
e. Hate crimes present a special reporting challenge, because Clery also requires the recording of a “category of bias” that is associated with the reported hate crime incident.

Send report: Please scan/email front page to clery@csulb.edu, fax to (562) 985-7796, or submit in person all Clery Incident Reports to CSULB Long Beach Police Department. Questions about this report or the Clery Act should also be directed to clery@csulb.edu.
Public street address ranges adjacent campus:

7th Street, 6000-6100
Atherton Street, 5700-6300
Bellflower Blvd., 1200-1400
Palo Verde Avenue, 1200-1790