

**COLLEGE OF THE SISKIYOU****Procedure Manual**

**Title:**                   **Crime Awareness and Reporting**  
**Revision Date:**       **11/96**  
**Responsible Area:**   **Student Services**  
**Responsible Office:** **Vice President, Student Services/Research**  
**Policy Reference:**   **Board Policy 3.11**

**Crime Information**

To provide the campus community with information on the nature of crime occurring on campus, the following activities will take place:

1. College Course Schedule: In the Class Schedules for each semester, the “calendar year” crime statistics and the Board Policy on campus security and crime prevention will be reported.
2. Board of Trustees: Annually, a report on campus crime will be presented to the Board of Trustees.

**Crime Reporting**

1. Crimes occurring on campus should be reported to the Vice President, Administrative Services.
2. Student Sexual Assault Reporting
  - Any suspected rape or sexual assault on campus will be reported to local law enforcement for investigation.
  - The collection of evidence in cases of sexual assault should follow to the fullest extent possible, the guidelines identified in Board Policy 3.10.
  - Statistical records will be kept by the Vice President, Student Services/Research on the sexual assault incidents. These statistics will be made available to the campus community and the public as part of campus crime information.