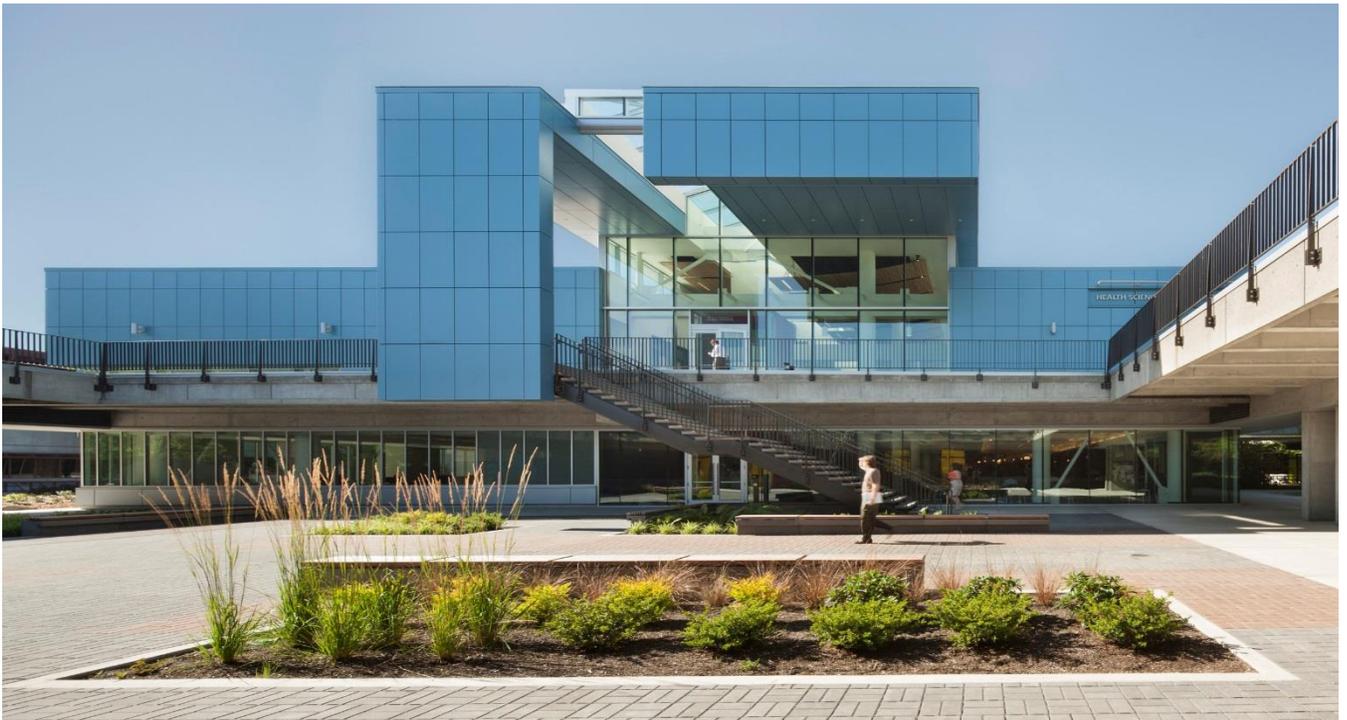




NORTH SEATTLE COLLEGE

One of the Seattle Colleges

2016 JEAN CLERY ANNUAL SECURITY & FIRE SAFETY REPORT



NORTH SEATTLE COLLEGE IS COMMITTED TO CHANGING LIVES THROUGH EDUCATION

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WELCOME

On behalf of the men and women of the North Seattle College Safety & Security Department. I am pleased to present our 2016 Annual Security and Fire Safety Report. This report is made available to provide valuable information to familiarize you with the many college resources available to keep you safe and enhance your experience as members of the campus community.

North Seattle College Department of Safety & Security is committed to creating an environment conducive to academic discovery and research consistent with the mission of the college by reducing crime and the fear of crime through community partnerships and collaborative problem solving. Each member of our department is committed to providing professional customer quality service while adhering to the mission of North Seattle College. **Changing lives through education.**

North Seattle College is a Community with an average of 7654 students for the school year and 636 employees. North Seattle College is in association with the Opportunity Center for Employment and Education (OCE&E), located on campus, and provides integrated educational, vocational, employment and supportive services through a partnership of multiple community-based agencies. These organizations are working together to provide seamless employment and educational services and public assistance benefits to the unemployed, the underemployed, students and their families. Housing approximately 120 professionals, the OCE&E project aims to coordinate services to meet current and future workforce needs and shape the delivery of those services to be maximally effective in helping customers achieve self-sufficiency through employment and life-long learning

THE ANNUAL SECURITY REPORT

Each year, in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, North Seattle College's Director of Safety & Security prepares and publishes an annual crime statistics report. The objective of this report is threefold. The primary objective is to enhance the awareness of students, prospective students, and their families of crime statistics "reported" to the college community and local law enforcement for incidents occurring both on and near North Seattle College's main campus 9600 College way N Seattle WA 98103. The second objective is to provide information of the policies and procedures the college has implemented to foster and promote a safe and secure learning environment. The tertiary objective is to provide a list of resources and assistance information for victims of a crime.

This report contains the last three year history of reported incidents. It is available on-line beginning October 1 of the current year. Anyone may request and receive a paper copy by contacting North Seattle College Safety and Security Department 206-934-3636.

WHAT IS THE CLERY ACT?

The Jeanne Clery Act, a consumer protection law passed in 1990, requires all colleges and universities who receive federal funding to share information about crime on campus and their efforts to improve campus safety as well as inform the public of crime in or around campus. This information is made publicly accessible through North Seattle College annual security report. Under the Act, institutions must provide survivors of sexual assault, domestic violence, dating violence, and stalking with options such as changes to academic, transportation, or living, or working situations, and assistance in notifying local law enforcement, if the student or employee chooses to do so. It also provides both parties in a campus disciplinary process certain rights. North Seattle Colleges must outline specific policies and procedures within their annual security reports, including those related to disseminating timely warnings and emergency notifications, options for survivors of sexual assault, domestic violence, dating violence, and stalking, and campus crime reporting processes

CLERY REPORTING GEOGRAPHY

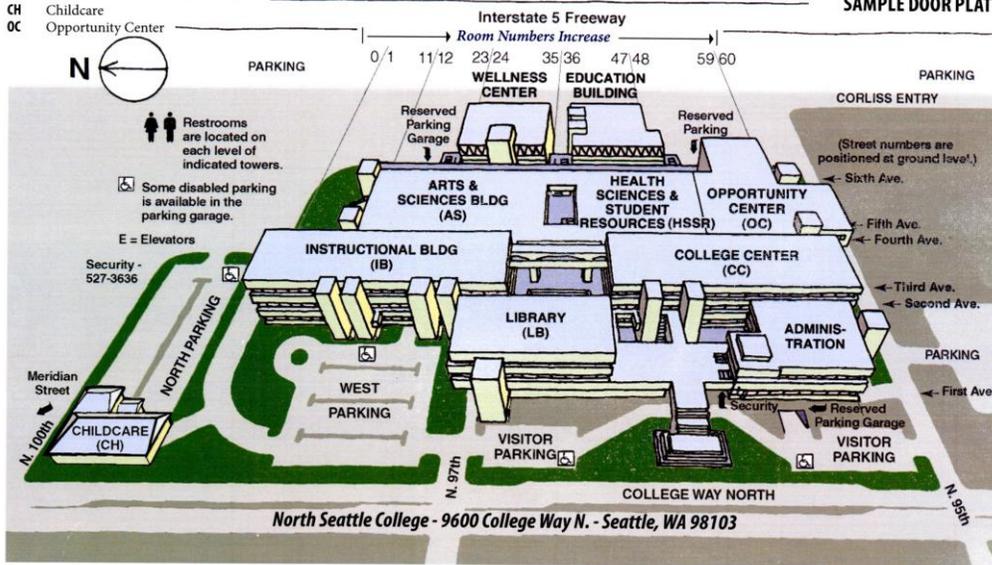
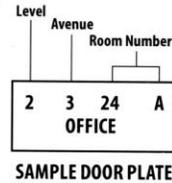
How to Find Your Way Around Campus

1. Determine your building abbreviation:

- CC College Center Building
- IB Instructional Building
- LB Library
- AS Arts & Sciences Building
- HS Health Sciences & Student Resources Building
- WC Wellness Center
- ED Dr. Peter C. Ku Education Center
- CH Childcare
- OC Opportunity Center

2. Refer to the map to find which building your classroom will be located in. Next, look at the four numbers. The first number is the level. (There are three levels.) The second number is the avenue. (There are six avenues.) The third and fourth numbers are room

numbers. The lowest number on campus is "01" at the north end of the campus. The highest number is "61" at the south end of campus. If a letter follows the room number, it indicates that the room is an inside classroom, between avenues.



The statistics are categorized separately as offenses that occur in the following locations:

On Campus – This includes any buildings and facilities owned or controlled by North Seattle College, which are within the same reasonably contiguous geographic area and used to meet or support the institution’s educational purpose. This includes: Administrative buildings, buildings that house classrooms and labs, childcare centers, support facilities, undeveloped property and parking lots

Public Property – This area can be described as public streets that run through the campus, or form the border of campus. If portions of the bordering streets were not accessible because of a fence or other obstructions, then those portions would not be included in the annual report. NSC does not have any obstructions that would exclude a portion of its bordering streets from inclusion in the annual report.

Off-Campus – North Seattle College do not have off campus educational facilities

CLERY CRIMES Statistics are gathered and counted based on the following criteria: Crimes

Homicide and non-negligent manslaughter	Victims
Negligent manslaughter	Victims
Forcible sex offenses	Victims
Non-forcible sex offenses	Victims
Robbery	Incidents
Aggravated assault	Victims
Burglary	Incident

Motor vehicle theft

Vehicles

Arson

Incidents

Hate crimes

Hate Crimes

Liquor, drug and weapon law offenses

Arrests or Referred to VP of Student Services

In the case of liquor, drug and weapon offenses the numbers are tallied in two groups. The first set of numbers is for those individuals who are arrested and the second is for those who received college disciplinary sanctions alone. This is not a distinction between breaking the law and not breaking the law; the numbers in both groups are the result of a likely violation of the law. It is an attempt to reflect the actual impact of liquor, drug and weapon violations occurring in the campus community even when the incident does not result in an arrest. An officer or the district attorney may choose not to prosecute an individual for one of these offenses because there is insufficient evidence to reach a conviction or for other reasons, but the college may still sanction the individual for the conduct. The standard for being found liable or responsible in a civil proceeding is less than what is required for a conviction in a criminal proceeding.

The following statistics are collected and reported as a bias/hate crime: the Clery-reportable crimes described in the section above, as well as theft, simple assault, intimidation, destruction/damage /vandalism of property, and any other crimes involving bodily injury to any person, where the victim was intentionally selected because of his or her actual or perceived race, sex, religion, sexual orientation ethnicity or disability.

The statistics are compiled using the definitions in the FBI's Uniform Crime Reporting (UCR) system and modifications made pursuant to the Hate Crime Statistics Act

HIERARCHY RULE

When we examine incidents to determine if they should be included in the annual report, a portion of the Clery Act called the Hierarchy Rule comes into effect. Occasionally, a person who is arrested may have committed more than a single offense. The Hierarchy Rule requires in this situation that we count the offense which is of the most serious nature and not count an offense of lesser significance. For example, if a person committed a burglary and a murder in the course of a single act then only the murder would be counted. An exception to this rule exists for hate crimes. If a person commits any reportable offense and while doing this also commits a hate crime, then both incidents will be reported.

Excluded Crimes In some cases an incident that is reported as a crime may not be included in the annual report. Each of the following five standards must be met for an incident to be included in the annual report:

Reported to the Proper Authorities – Incidents must be reported to law enforcement or a person who, according to the Clery Act, is defined as a Campus Security Authority (CSA). A person designated as a CSA does not only mean a person employed by the Campus Safety department. The term is applied to any person who works for the College in a paid or volunteer status and has significant responsibility for student activities. If you are someone whom a student reasonably believes that he or she can report a crime to and expect that the matter will be addressed directly through your intervention or that you will contact law enforcement for a response, then you are a Campus Security Authority.

Listed Crimes – The crime must be one of those listed in the Clery Act as a reportable crime. (See the list above.)

Reportable Area – The crime must be occurred in one of the reportable areas. Every reportable crime occurring within the boundaries of campus is in the reportable area. The two remaining areas are a little more difficult to define. Perimeter streets are described in the following way: —Sidewalk – Street – Sidewalk. This means that a reportable crime occurring on the sidewalk on either side of a perimeter street is reportable, as are incidents occurring in the street. But an incident occurring in a building (a privately owned store) on the distant side of a perimeter street would not be included. Unfortunately, most law enforcement agencies do not distinguish where a crime occurs with this degree of detail. Crimes are usually located by street and house numbers. With regard to Non-Campus Buildings, crimes occurring in those buildings or on the property of that location are reportable. Incidents occurring on the sidewalk or on streets in front of that building would not be including.

Made in Good Faith – For an incident to be included there must be a determination that the report is made in good faith. Supporting evidence makes this determination easy, but such evidence is not always available. In such a case the credibility of the person making the report is considered. When the incident is reported to us through a law enforcement agency, we assume that this determination has already been made.

Unfounded – If law enforcement determines that a particular reported incident could not have occurred or did not occur, i.e., a false report, the crime is not included in the annual report. Only law enforcement can rule a case —unfounded

CLERY CRIME DEFINITIONS

The crimes definitions listed below are taken from the Handbook for Campus Safety and Security Reporting. These definitions guide North Seattle College on defining and classifying crimes.

Homicide and non-negligent manslaughter – is the willful killing of one human being by another.

Negligent manslaughter – is the killing of another person by gross negligence.

Forcible sex offenses – are any sexual acts directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent. There are four types of forcible sex offenses:

1. Forcible Rape
2. Forcible Sodomy
3. Sexual Assault with an Object
4. Forcible Fondling

Non-forcible sex offenses – are incidents of unlawful, non-forcible sexual intercourse. Only two types of offenses are included in this definition:

1. Incest
2. Statutory Rape

Robbery – is the taking or attempt to take anything of value from the care, custody or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated assault – is an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury.

Burglary or Larceny (from a Building) – is the unlawful entry of a structure to commit a felony or a theft.

Motor vehicle theft – is the theft or attempted theft of a motor vehicle

Arson – is any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Hate crimes – are any of the aforementioned offenses, and any other crimes involving bodily injury reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias. Categories of bias are:

1. Race
2. Gender
3. Religion
4. Sexual Orientation
5. Ethnicity/National Origin
6. Disability

Hate Crimes reporting - under the Clery Act may be divided into three general categories:

1. Any reportable crime that law enforcement determines has a biased motive. —Bias means a bias based on race, gender, religion, disability, sexual orientation, or ethnicity/national origin.
2. A crime that results in bodily injury, and that law enforcement determines has a biased motive

3. Any of the non-required crimes, where it was determined by Law Enforcement that the motive was bias:

a. **Larceny-theft (except motor vehicle theft)**- The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Examples are thefts of bicycles, motor vehicle parts and accessories, shoplifting, pocket picking, or the stealing of any property or article that is not taken by force and violence or by fraud. Attempted larcenies are included. Embezzlement, confidence games, forgery, check fraud, etc., are excluded.

b. **Simple Assault** – an unlawful physical attack by one person upon another where neither the offender displays a weapon, but 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.

c. **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 subjecting the victim to actual physical attack.

d. **Destruction/Damage/Vandalism of Property (Except Arson)** – to willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

DAILY CRIME LOGS

The Safety and Security Department at North Seattle College maintains a Daily Log of all incidents reported to campus security, including crimes that are transferred to the Seattle Police Department for investigation. Information provided in the log includes type of event, date and time reported, date and time occurred, general location of the event and disposition if known.

We enter new reports or update previous ones within 2 business days after receiving the information. The log records all crimes reported to Campus Safety and Security.

The daily crime log is available by contacting the Safety and Security Department during business hours. Any person may request to see the log, whether they are associated with the college or not. The log contains information for the most recent sixty (60) day period. Requests for information older than sixty days will be made available within two business days of the request for inspection.

Information may be withheld from the Daily Activity Log, in these cases

Disclosure of the information is prohibited by law.

Disclosure would jeopardize the confidentiality of the victim.

There is clear and convincing evidence that the release of such information would jeopardize an ongoing criminal investigation or the safety of an individual

VOLUNTARY ANONYMOUS REPORTING

The Campus Safety Office encourages anyone who is a victim or witness to any crime to promptly report the incident as described above. Because these reports are public records under state law, the Campus Safety Office cannot hold reports of crime in confidence. If you are the victim of a crime and do not want to pursue action within the college system or the criminal justice system, you may still want to consider making an anonymous report. Anonymous reports for purposes of inclusion in the annual disclosure of crime statistics can generally be made by contacting the Student Services Counselor at 206-934-3712

Procedures and facilities for students to report criminal actions or other emergencies;

Anyone on campus or on public property within or immediately adjacent to and accessible from the campus; who is a victim of a crime, a witness to a crime, has third party information, or observes suspicious activity; should immediately report it by dialing 911 or call the local law enforcement agency. Students are encouraged to report criminal incidents occurring on campus to the Seattle Police Department by calling 911 and contacting North Seattle College Campus Security at 206-934-3636.

Policies for making timely warning reports to the campus community;

Members of the campus community are notified in a timely manner about security situations, crimes or emergencies that are considered to represent a threat to students and employees. There are two types of notifications. **Rave Text alert** is a multi-modal emergency notifications system that sends notifications via text message to cellular phones and other electronic devices and mediums. Notifications are sent upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of the campus community. Weather closing and delays are also sent through the text message alert System.

Students, faculty and staff can enroll in the program at <https://www.getrave.com/login/seattlecolleges>. The Rave message alert emergency information is also sent to all campus computers via a “pop up” message. All systems are tested on a quarterly basis. **Campus Safety Notices** are sent through the use of campus wide e-mail for incidents or situations that do not pose an immediate threat but which require a timely notice in compliance with the Clery Act. Notices may also be made by campus mail; announcements posted on bulletin boards. The college Emergency Alerting System is tested annually.

Emergency Response.

North Seattle College Security respond to all emergencies, crimes, complaints or situations that may cause a significant emergency or dangerous situation in accordance with established law enforcement/public safety procedures to confirm, mitigate, investigate, document and summon appropriate resources as necessary. Assistance from Seattle Police, Fire, Ambulance or other emergency services is provided upon request.

Emergency Procedures

All emergency drill is coordinated by the Emergency Preparedness Committee at North Seattle College. All emergency drill are conducted on the eleventh work day of each quarter during the academic school year.

The emergency response procedures are tested yearly for the entire campus. Students learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short and long-term building evacuation. The purpose of emergency drills is to prepare building occupants for an organized evacuation in case of a fire or other emergency. At North Seattle College, emergency drills are used as a way to educate and train occupants on fire, earthquake, active-shooter and safety issues specific to their building. During the drill, occupants 'practice' drill procedures and familiarize themselves with the location of exits, the sound of the fire alarm and how to lock down. In addition to educating the occupants of each building learn about the emergency procedures during the drills, the process also provides the college an opportunity to test the operation of fire alarm and PA system and components. Emergency drills are monitored by Public Safety and the College's Emergency Preparedness Committee to evaluate egress and behavioral patterns. A report is prepared by the College's Director of Safety & Security that identifies deficiencies and recommends improvements to the appropriate departments/offices for consideration. Students Employees receive information about evacuation, lock down procedures during the first week of each quarter and during other educational sessions that they can participate in throughout the year. North Seattle College will publish a summary of its emergency response and evacuation procedures in conjunction with at least one drill or exercise each calendar year.

Policies for preparing the annual disclosure of campus crime statistics; North Seattle College maintains a daily incident log as required by the Campus Security Act and refers to the Seattle Police Department Public Request Unit or email the completed form to: spdpr@seattle.gov for information related to crimes covered by the Campus Security Act

Seattle Police Department Attn: Public Request Unit PO Box 34986 Seattle, WA 98124-4986 Telephone: 206-684-5454 Fax : 206-684-5240

CRIME AND SECURITY AWARENESS AND PREVENTION PROGRAMS

Crime prevention programs on personal safety and theft prevention are sponsored by Campus Security Department throughout the year. North Seattle College Security Department provide a variety of educational strategies and tips on how to protect oneself from sexual assault, theft and other crimes.

During the quarter, students are informed of services offered by the College. During these sessions, the Campus Safety office provides information and tips to maintain personal and property safety. Throughout the school year, the Campus Safety office, in cooperation with other College organizations and groups present crime prevention awareness sessions addressing concerns such as sexual assault and theft. These groups include staff, faculty, international students, and student organizations.

Students and employees are provided crime awareness and prevention information through brochures and handouts that are available in the North Seattle College Safety & Security Office, as well as distributed in resource fairs and other events. North Seattle College Campus Safety office places campus security and safety as important priorities. The Campus Safety office will strive to provide students with a safe environment in which to learn.

List of the titles of each person or organization reports should be made to for the purpose of making timely warnings and the annual statistical disclosure. This disclosure "must" include a statement

disclosing whether or not the institution has a voluntary confidential reporting system for annual crime statistics and a description of the program if they have one.

Reports for timely warnings and annual statistical disclosure should be made to the Director of Safety & Security, the Security Officer on duty at the time of the report or the Vice President of Student Services.

Safety and access to campus facilities including campus residences

The college is committed to the safety and security of all members of its community by maintaining the security of its facilities. North Seattle College utilizes keys to control entry into all college controlled properties. The Director of Facilities and Plant Operations provides direction and oversight to the planning, management, and coordination of key control for the College facilities. Individual units and departments determine who is authorized to request and obtain a key to their respective areas and submit appropriate approvals to the Director of Facilities and Plant Operations. Those individuals will receive a key(s), including, as appropriate, access codes and/or brass keys. Key requests can be made through Facilities at http://webshare.northseattle.edu/Facilities_Operations/

The overall goal of access control is to provide a reasonable level of security for the college and, at the same time, allow as much freedom of access as possible to the campus community. While maintaining a welcoming and hospitable campus environment, the college will control access to its facilities in an effort to accomplish the following objectives:

Promote and maintain the safety and security of college faculty, staff, students and visitors;

Prevent crime where possible, deter that crime that cannot be prevented, and Provide tools and information to support investigations and law enforcement;

Protect College property and assets;

Protect and secure college records; NSC does not have campus residences

Security considerations used in the maintenance of campus facilities

NSC Security employs one security officer who is certified in Crime Prevention through Environmental Design and conducts annual CEPTD inspections annual. Officers also conduct weekly light checks and routine inspections of door operating systems and quarterly inspections and testing of all emergency communications systems.

Enforcement authority of campus personnel

Security officers at North Seattle College are not commissioned law enforcement officers and have no powers or arrest.

Working relationship of campus personnel with State and local agencies

North Seattle College Security Department maintains a very strong working relationship with the Seattle Police Department and meets regularly with the Seattle Police Department's North Precinct 10049 College Way N. 98133. The North Precinct Advisory Committee meets monthly on the campus of NSC. The Director of Safety and Security is an active member of that committee. The Seattle College District has an active MOU with the City of Seattle and the Seattle Police Department.

Policies that encourage accurate and prompt reporting of all crimes to North Seattle College Campus Security and Seattle Police Departments.

Appropriate police agencies

Information is disseminated at all orientations encouraging students and staff to report criminal incidents to the Seattle Police and to campus security. Postings in classrooms and public spaces and information on the NSC Campus Security web page also encourage the reporting of criminal incidents to SPD and campus security.

Description of report crimes on a voluntary, confidential basis for inclusion in the annual crime statistics.

Victims or witnesses may report a crime on a voluntary, confidential basis to the Vic President of Students Services and Counseling. Reports of this nature are filed with North Seattle College Campus Security Department for information purposes, but there is no formal investigation of the incident. Counselors, at the Student Advising Center, who are informed by persons they are counseling of the commission of a crime, may also inform that person that crimes can be reported to them or to the Vic President of Students Services Office on a voluntary, confidential basis for inclusion in the College crime statistics.

CRIME AND SECURITY AWARENESS AND PREVENTION PROGRAMS

Crime prevention programs on personal safety and theft prevention are sponsored by various campus organizations throughout the year. Student and community organizations provide a variety of educational strategies and tips on how to protect oneself from sexual assault, theft and other crimes.

During the quarter, students are informed of services offered by the college. During these sessions, the Campus Safety office provides information and tips to maintain personal and property safety. Throughout the school year, the Campus Safety office, in cooperation with other College organizations and groups, present crime prevention awareness sessions addressing concerns such as sexual assault and theft. These groups include staff, faculty, international students, and student organizations.

Students and employees are provided crime awareness and prevention information through brochures and handouts that are available in the Campus Safety & Security office, as well as distributed in resource fairs and other events.

Off-campus locations of student organizations officially recognized by the institution, including organizations with off-campus housing.

NSC does not have any off campus student organizations or off campus housing.

Statement of policy: the possession, use, and sale of alcoholic beverages and enforcement of Federal and State underage drinking laws.

North Seattle College and NSC Safety & Security Department are committed to promoting the health and safety of its campus community through a program of alcohol education and the implementation of relevant policies. The College enforces compliance with State and local alcoholic beverage laws on campus and at college sponsored activities. The college affirms its adherence to the following principles:

- The misuse and/or abuse of alcoholic beverages and related behavior, such as disorderly conduct, illness due to excessive consumption of alcohol, and destruction of property, pose a danger to individual members of the College community and to the community at large Students, none at this time. Employees are referred to the Washington State Employee Assistance Program.
- The promotion of alcoholic beverage consumption as the primary focus of on-campus activities is inappropriate because it invites members of the College community to violate College policies and procedures and State and local laws and ordinances.
- Consumption of alcoholic beverages should only be by persons of legal age and by personal choice

Those that choose to consume alcoholic beverages should do so responsibly and in moderation.

Consumption of alcoholic beverages should not be the main focus of an event or the only means of refreshments at the event

- The responsibility for proper consumption of alcoholic beverages and for compliance with State and local laws rests with each individual member of the College community

Statement of policy re: the possession, use, and sale of illegal drugs and enforcement of Federal and State drug laws.

North Seattle College is in compliance with the federal Drug-Free Schools and Communities Act of 1989. Each year NSC renews its commitment to the letter and spirit of that law with an informational letter to students and employees. The College does not condone violations of those laws proscribing possession, use, or sale of alcoholic beverages and possession, use, sale, manufacture, or distribution of illegal drugs. Members of the NSC community should know that disciplinary action, which may include revocation of other privileges, or suspension or expulsion from the college, may be taken in order to protect the interests of the college and the rights and safety of others. Abuse of alcohol and drugs can have a dramatic impact on professional, academic, and family life. The college, there-fore, encourages members of the community who may be experiencing difficulty with drugs or alcohol to contact an employee assistance program or student counselor.

<http://apps.leg.wa.gov/wac/default.aspx?cite=132F-121-110>

Response to Domestic Violence, Dating Violence, Sexual Assault, and stalking.

The North Seattle College does not discriminate on the basis of sex in its educational programs and sexual harassment nor tolerate sexual violence, which is a type of sex discrimination. Other acts can also be forms of sex-based discrimination and are also prohibited whether gender based or not and include dating violence, domestic violence, and stalking. As a result, North Seattle College issues this statement of policy to inform the community of our comprehensive plan addressing sexual misconduct; educational programs and procedures that address sexual assault, domestic violence, dating violence, and stalking, whether the incident occurs on or off campus, and how these events are reported to a college official. In this context, North Seattle College prohibits the offenses of domestic violence, dating violence, sexual assault and stalking and reaffirms its commitment to maintain a campus environment emphasizing the dignity and worth of all members of the college community.

What is Consent?

Consent must be informed, freely given and mutual. If coercion, intimidation, threats or physical force are used there is no consent. If a person is mentally or physically incapacitated or impaired so that such person cannot understand the fact, nature or extent of the sexual situation, there is no consent: this includes impairment or incapacitation due to alcohol or drug consumption, or being asleep or unconscious. Inducement of incapacitation of another with the intent to affect the ability of an individual to consent or refuse to consent to sexual contact almost always, if not always, negates consent. Silence does not necessarily constitute consent. Whether a person has taken advantage of a position of influence over an alleged victim may be a factor in determining consent.

Defining Sexual Assault/Rape, Domestic Violence, Dating Violence, and Stalking

Sexual Assault: Sexual assault occurs when a person engages in sexual inter-course or deviate sexual intercourse with a complainant without the victim's Effective Consent.

Rape: Is 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. Rape also occurs when a person engages in sexual inter-course with a person by forcible compulsion or the threat of forcible compulsion that would prevent resistance by a person of reasonable resolution, or when a person is unconscious or where the person knows that the victim is unaware that the act is occurring.

Domestic Violence: Includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person cohabitating with or has cohabitated with the victim as a spouse, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction. Domestic Violence is currently not specifically de-fined by Washington State statute.

Dating Violence: Means violence committed by a person—(a) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (b) where the existence of such a relationship will be determined based on a consideration of the following factors:

- (i) The length of the relationship.
- (ii) The type of relationship.
- (iii) The frequency of interaction between the persons involved in the relation-ship.

Dating Violence is currently not specifically defined by Washington State statute.

Stalking: Means engaging in a course of conduct directed at a specific person that would cause a reasonable person to—a) fear for his or her safety or the safety of others; or b) suffer substantial emotional distress. A person commits the crime of stalking when the person either:

1. engages in a course of conduct or repeatedly commits acts toward another person, including following the person without proper authority, under circumstances which demonstrate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person; or

2. engages in a course of conduct or repeatedly communicates to another person under circumstances which demonstrate or communicate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person.

Procedures students should follow if a sex offense occurs, including:

Get to a safe place as soon as you can.

1. To whom the alleged offense should be reported

Incident occurring in Seattle Washington should be reported to the Seattle Police Department 911. Incident occurring on North Seattle College Campus should be reported to the Seattle Police Department 911 and Campus Security 206-934-3636.

2. The importance of preserving evidence for the proof of a criminal offense. Try to preserve all physical evidence. Do not wash, use the toilet, or change clothing if you can avoid it. If you do change clothes, put all clothing you were wearing at the time of the attack in a paper, not plastic, bag.

3. Talk with an advocate or a counselor who will maintain confidentiality, help explain your options, give you information, and provide emotional support.

Contact someone you trust to be with you and support you.

4. MEDICAL TREATMENT

It is important to seek immediate and follow-up medical attention for several reasons: first, to assess and treat any physical injuries you may have sustained; second, to determine the risk of sexually transmitted diseases or pregnancy and take preventive measures; and third, to gather evidence that could aid criminal prosecution. Physical evidence should be collected immediately, ideally within the first 24 hours. It may be collected later than this, but the quality and quantity of the evidence may be diminished. A special exam should be conducted as soon as possible following an assault to ensure your physical well-being and to collect evidence that may be useful in criminal proceedings. The exam can be conducted without the involvement of law enforcement personnel. Even if you have not been physically hurt, this forensic exam is strongly recommended to maintain all your legal options. After the evidence is collected, it can be stored in case you wish to press criminal charges. The exam is performed by an emergency department physician or gynecologist. A nurse is present throughout the procedure, and a support person of your choice can also be present. Hospital emergency rooms follow the national standards for victim care, rape exams, and evidence collection procedures. Note: Ordinarily the police will be contacted by Hospital personnel whenever they provide treatment for injuries resulting from a crime. If you seek treatment at a local hospital and the police are contacted, this does not mean that you have to proceed with criminal charges. In addition, it is recommended that a survivor use a hospital in the county/state where the incident occurred.

5. Transportation

NSC Safety and Security cannot provide transportation to the Hospital, but will assist the victim with emergency contacts and stay with the person(s) until help arrives.

6. REPORTING TO THE NSC SAFETY AND SECURITY

The reasons for reporting to NSC Safety and Security are: 1) to take action which may prevent further victimization, including issuing a crime alert to warn the campus community of an impending threat to their safety; 2) to apprehend the assailant; 3) to seek justice for the wrong that has been done to you; and 4) to have the incident recorded for purposes of reporting statistics about incidents that occurred on campus.

If you choose to report the incident, a NSC Safety & Security officer will take a statement from you regarding what happened. The officer will ask you to describe the assailant (s) and may ask questions about the scene of the crime, any witnesses, and what happened before and after the incident. You may have a support person with you during the interview. NOTE: Reporting an incident is a separate step from choosing to prosecute. When you file a report, you are NOT obligated to continue with legal proceedings or college disciplinary action. Remember, you can choose whether or not to participate in proceedings at any point.

7. CONFIDENTIAL REPORTING

If you are assaulted and do not want to pursue action within the College system or the criminal justice system, you may still want to consider making a confidential report to NSC Safety & Security Department. With your permission, a NSC Safety & Security Department can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the college can keep an accurate record about the number of incidents involving students, employees and visitors; determine where there is a pattern of assaults with regard to a particular location, method, or assailant; and alert the campus community to potential danger

Information on the student's option to notify proper law enforcement officials (including on campus and local police) and a statement that institutional personnel will assist the student if requested.

Incident occurring in Seattle Washington should be reported to the Seattle Police Department 911. Incident occurring on North Seattle College Campus should be reported to the Seattle Police Department 911 and Campus Security 206-934-3636.

Preventative Measures

North Seattle College does not tolerate sexual assault or misconduct; violators are subject to criminal charges, civil fines, and administrative actions. Any criminal and civil proceedings are entirely separate from the administrative proceedings of the college. The college has policies and procedures that define, prevent, and respond to all reported incidents of sexual assault and misconduct.

Reports of sexual offenses can be made to local law enforcement. Campus Safety Officers or any CSA's are available at the request of the victim to assist in notifying the proper authorities. The wellbeing of the victim is the primary concern of the college.

Sexual Assault is defined as attempted or unwanted sexual activity. Rape is defined as sexual penetration without mutual consent.

Sexual Misconduct includes but is not limited to: unwanted verbal contact (including telephonic and voice mail), written communication (including electronic mail), and pictorial or physical contact of a sexual nature which a reasonable person would consider intimidating, hostile, offensive, and/or which adversely affects the learning environment on campus.

Victims of sexual assault should immediately get to a place of safety and call police by dialing 911.

Notification of existing on-and off-campus counseling, mental health or other student services for victims of sex offenses

Students are referred to the NSC Women Center Harborview Center for Sexual Assault and Traumatic Stress. <http://depts.washington.edu/hcsats/>

King county sexual assault resource center. <http://www.kcsarc.org/>

New Beginnings <http://www.newbegin.org/>

Procedures for campus disciplinary procedures in cases of an alleged sex offense, including a clear statement that:

A. The accuser and accused are entitled to the same opportunities to have others present during a disciplinary proceeding;

B. Both the accuser and the accused shall be informed of the outcome of any institutional disciplinary proceeding brought alleging a sex offense (the institution's final determination and any sanction against the accused).

<http://apps.leg.wa.gov/wac/default.aspx?cite=132F-121-110>

TITLE IX POLICY AND PROCEDURES

Procedurally, when North Seattle College receives a report of sexual assault, stalking, dating violence and/or domestic violence, the campus Title IX Coordinator is notified. If the victim wishes to access local community agencies and/or law enforcement for support, North Seattle College will assist the victim in making these contacts. The Title IX Coordinator will coordinate the offer of assistance to victims in the form of opportunities for academic accommodations and other assistance as may be appropriate and available (such as help obtaining a protection order, campus escorts, targeted interventions, etc.). This document notifies victims of these options. No victim is required to take advantage of these services and resources, but North Seattle College provides them to offer help and support whether or not a victim chooses to report the crime to local law enforcement. North Seattle College maintains confidentiality about any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality does not impair the ability of the college to provide the accommodations or protective measures. The college maintains this confidentiality by limiting those who have access to this information. A summary of rights and options is provided to all victims in the institution and in the community. The victim will be connected with a counselor on- or off-campus, should she/he wish. When the victim chooses, or the North Seattle College believes it is necessary, the Title IX Coordinator will cause a prompt, fair and impartial investigation to be initiated, which may lead to the imposition of sanctions, based upon a preponderance of evidence (what is more likely than not), upon an accused individual. Procedures detailing the investigation and resolution processes of North

Seattle College can be found online here:

<http://seattlecolleges.edu/district/policies/policies.aspx?policyID=pro419>

The Coordinator is ultimately responsible to assure that the behavior is brought to an end, that the college acts to reasonably prevent its recurrence and that the effects on the victim and the community are remedied. The Coordinator is also responsible to assure that training is conducted annually for all advocates, investigators, hearing officers, panelists and appeals officers. Training focuses on domestic violence, dating violence, sexual assault, stalking, sexual harassment, retaliation and other behaviors that can be forms of sex or gender discrimination covered by Title IX. Training helps decision-makers to protect the safety of victims and to promote accountability for those who commit offenses.

The investigation and resolution conducted by North Seattle College are maintained confidentially. Information is shared internally between administrators who need to know, but a tight circle is kept. Where information must be shared to permit the investigation to move forward, the person bringing the accusation will be informed. Privacy of the records specific to the investigation is maintained in accordance with Washington law and the federal Family Educational Rights and Privacy Act of 1974 (FERPA) statute. Any public release of information to comply with the timely warning provisions of the Jeanne Clery Act (Clery Act) will not release the names of victims or information that could easily lead to a victim's identification.

In any complaint of sexual assault, stalking, dating violence, domestic violence or other behavior covered under the federal law, Title IX, the person bringing the accusation and the responding party are entitled to the presence of a support person or advisor of their choice throughout the process, including any meeting, conference, hearing or other procedural action. Once the investigation is complete, the parties are informed, in writing, of the outcome, including the finding, the sanctions (if any) and the rationale. Delivery of the outcome is not delayed to either party, and occurs as nearly simultaneously as possible, without unnecessarily bringing those in conflict into close proximity.

All parties are informed of North Seattle College appeal processes, and their rights to exercise a request for appeal. Should any change in outcome occur prior to finalization, all parties are timely informed in writing, and are notified when the results of the resolution process become final.

Statement advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained.

Registered sex offender information is available at <http://ml.waspc.org/>