

# ANNUAL SECURITY REPORT 2013



### SAFETY AND SECURITY DEPARTMENT

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Campus safety information: http://www.columbiabasin.edu/safety
Campus maps, locations and parking: http://www.columbiabasin.edu/index.aspx?page=184
Student Policies: http://www.columbiabasin.edu/index.aspx?page=84

# POLICY FOR PREPARING THE ANNUAL SECURITY REPORT

Columbia Basin College Safety and Security Department (CBC Security) is responsible for preparing and distributing the Annual Security Report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, the Uniform Crime Reporting Act as well as the Violence Against Women Reauthorization Act. Its purpose is to make public all reported campus crime for the previous three years, as well as campus security policy statements. The crime statistics in this report include those reported to CBC Security, designated campus officials, including but not limited to directors, deans, student life, advisors to student organizations, counselors, advisors, and athletic coaches; as well as local law enforcement agencies. All crimes occurring on any property owned by or controlled by the College are included, as well as crimes occurring on certain public property that is immediately adjacent to and accessible from the campus. This report is prepared with input from CBC Administration, CBC Security, CBC Student Services, CBC Behavioral Intervention Teams, CBC Student Discipline, CBC Safety Committee, and local law enforcement. We encourage members of the CBC community to use this report as a guide for safe practices on and off campus and to cultivate a culture of reporting campus crimes. Each member of the CBC community receives an email announcement that describes the Annual Security Report and provides a specific web address. Information about the Annual Security Report is also distributed using social media, campus readerboards, flatscreen TV's located in various buildings, and in welcome letters to new students.

This report is available online at <a href="http://www.columbiabasin.edu/annualsecurityreport">http://www.columbiabasin.edu/annualsecurityreport</a>. Paper copies are available by request by contacting the CBC Security at x2219 or direct 509-542-4819.

#### COLUMBIA BASIN COLLEGE SECURITY

CBC Security is located in the C Building on the Pasco Campus and strives to provide a safe and secure environment for students, staff and visitors. The CBC Security office enforces College parking and traffic regulations, provides escorts, jump starts vehicles, retrieves keys locked in vehicles, maintains lost and found articles, and assists local, state and federal law enforcement agencies. At least one parking or security officer routinely patrols CBC facilities and parking lots and provides emergency assistance as necessary. Security officers have authority to request identification and to determine whether individuals have lawful business at CBC. The department consists of four full-time and two part-time staff, as well as trained student workers as needed. CBC maintains close coordination and collaboration with local law enforcement agencies at all locations and activities. CBC's Security officers have the same arrest capability as a citizen. Criminal incidents are referred to the local law enforcement agency with jurisdiction on the CBC campus.

#### REPORTING CRIMINAL OFFENSES AND OTHER EMERGENCIES

In order to facilitate a comprehensive and accurate annual security report and to aid in providing timely warning notices to the campus community, all students, faculty, staff, and guests of CBC are encouraged to report emergencies, criminal activity, and suspicious persons or behavior to CBC Security at x2219 from a campus phone, or direct dial 509-542-4819. Reporting may also be done in person by visiting the CBC Security office in the C Building, or by approaching Security staff on duty. The department will conduct an investigation of reported incidents and when deemed appropriate, will contact local law enforcement or the Assistant Dean for Student Conduct. CBC community members will always have the option of reporting an incident to the local law enforcement agency and will be provided assistance doing so by CBC Security. Any person may request confidentiality at the time the report is taken. While CBC Security will attempt to honor a confidentiality request, the safety of the College community will be weighed against any request for confidentiality. There is one blue light emergency call box located at the north end of the campus that can be used to summon help. Local law enforcement, fire, and ambulance can be contacted by dialing 911 on any CBC phone. Calling 911 from a campus phone will activate a notification to CBC Security as well as local first responders.

### **CRIME STATISTICS**

PASCO CAMPUS				
	2010	2011	2012	
Arson	0	0	0	
Alcohol offense (arrest)	0	0	0	
Aggravated assault	0	1	0	
Auto theft	Ο	3	1	
Burglary	1	0	0	
Drug offense (arrest)	0	0	0	
Fire	0	0	0	
Hate crimes	0	0	0	
Murder	0	0	0	
Negligent manslaughter	0	0	0	
Rape	0	0	0	
Robbery	Ο	0	0	
Sex offenses-non forcible	0	0	0	
Sex offenses-forcible	0	Ο	0	
Incest	0	0	0	
Statutory rape	0	0	0	
Weapons offense (arrest)	0	0	0	

RICHLAND CAMPUS					
	2010	2011	2012		
Arson	0	0	0		
Alcohol offense (arrest)	0	0	0		
Aggravated assault	0	0	0		
Auto theft	0	0	0		
Burglary	0	0	0		
Drug offense (arrest)	0	0	0		
Fire	0	0	0		
Hate crimes	0	0	0		
Murder	0	0	0		
Negligent manslaughter	0	0	0		
Rape	0	0	0		
Robbery	0	0	0		
Sex offenses-non forcible	0	0	0		
Sex offenses-forcible	0	0	0		
Incest	0	0	0		
Statutory rape	0	0	0		
Weapons offense (arrest)	0	0	0		

#### DAILY CRIME LOG

CBC Security maintains a daily crime log that records all crimes and other incidents that occur on campus. The daily crime log is available for public inspection in CBC Security in the C Building. The department posts incidents in the log within two business days of receiving a report of an incident. CBC reserves the right to exclude crime report information from the log in circumstances that may compromise an investigation.

#### CONFIDENTIAL REPORTING

If you are a witness to, or victim of a crime, or if you need to communicate with College officials about incidents or behaviors that affect the safety and security of CBC, and would like your identity kept in confidence, CBC has developed an online reporting tool call "A Safer CBC". Issues such as safety, theft, and substance abuse are serious issues that if not reported may lead to more serious safety concerns. A Safer CBC is a secure way to report these safety issues. Reporters have the choice to remain anonymous or to reveal their identity. Once submitted, only appropriate campus personnel will have access to the report. <a href="https://www.columbiabasin.edu/index.aspx?page=254">https://www.columbiabasin.edu/index.aspx?page=254</a> In addition, students may be referred to CBC Counseling to assist with student emergency crisis issues and can offer confidential reporting opportunities. The Counseling Emergency Phone Line is intended for use by CBC employees who are dealing with a student crisis emergency. The student must be present at the time of the call and must be in need of immediate help. x2305 or 542-5505.

### REPORTING CRIMES TO COLLEGE OFFICIALS OTHER THAN CBC SECURITY

Although CBC encourages the reporting of campus criminal activity directly to CBC Security or by submitting a report to A Safer CBC, in some circumstances, individuals may choose to report to other campus officials who in turn are required to immediately notify CBC Security of any crime reported to them or that they may have knowledge of. All incidents of crime and fire reported to these individuals will be investigated by CBC Security and be included in the Annual Security Report if appropriate.

#### HATE CRIME REPORTING/SEXUAL OFFENDER NOTIFICATION

If any crime shows evidence of being hate related, the incident will be categorized as such. A hate crime is defined as an incident where the victim is intentionally selected because of the victim's actual or perceived race, national origin, gender, gender identity, religion, sexual orientation, ethnicity, or disability. Hate crimes include murder, negligent manslaughter, robbery, aggravated assault, burglary, auto theft, arson, intimidation, simple assault, and vandalism or destruction of property. It is the intention of CBC to create a culture of reporting and to educate the entire campus community about effective reporting leading to a safe and secure campus. No hate crimes were reported for the 2013 Annual Security Report.

The Campus Sex Crimes Prevention Act of 2000 requires institutions of higher education to advise the campus community where law enforcement information concerning registered sex offenders may be obtained.

Benton County <a href="http://www.sheriffalerts.com/cap\_main.php?office=54457">http://www.sheriffalerts.com/cap\_main.php?office=54457</a>

Franklin County <a href="http://www.sheriffalerts.com/cap\_main.php?office=54467">http://www.sheriffalerts.com/cap\_main.php?office=54467</a>

Washington Association of Sheriffs and Police Chiefs website <a href="http://www.sheriffalerts.com/cap\_main.">http://www.sheriffalerts.com/cap\_main.</a> <a href="http://www.sheriffalerts.com/cap\_main.">php?office=54528</a>

Registry information should be used for the purposes of the administration of criminal justice, screening of current or prospective employees, volunteers, or otherwise for the protection of the public in general and children in particular. Unlawful use of the information for purposes of intimidating or harassing another is

prohibited and willful violation shall be punishable as a Class I misdemeanor. Sexual offenders, including kidnappers (Level I, II, and III) are required by law to register with the sheriff in the county where they reside. The law requires that they also inform the county sheriff if they register for school. The Franklin and Benton county Sheriffs' Departments provide notification to the CBC Security office of sexual offenders who intend to enroll. This information is provided to the Vice President for Student Services, Assistant Dean for Student Conduct, or the Vice President for Human Resources and Legal affairs as appropriate. Notification to the College community is made pursuant to CBC's Sexual Offender Notification Procedure. CBC Administrative Policy and Procedure 9-060 Sexual Offender Notification is available in PDF form at: <a href="http://www.columbiabasin.edu/modules/showdocument.aspx?documentid=1250">http://www.columbiabasin.edu/modules/showdocument.aspx?documentid=1250</a>

#### SEXUAL MISCONDUCT

The Campus Sex Crimes Prevention Act of 2000, The Higher Education Amendments of 1992 and 1998 and the Violence Against Women Reauthorization Act of 2013 require institutions to compile statistics for certain crimes that are reported to campus security authorities or local police agencies and includes incidents of sexual assault, sexual harassment, domestic violence, dating violence, and stalking. A sex offense is defined as "either a forcible or non-forcible sexual act directed against another person, against that person's will, or where the survivor is incapable of giving consent", and may include rape or acquaintance rape. Any person becoming aware of sexual misconduct should:

- Encourage a person reporting sexual assault to seek medical attention and preserve any physical evidence. Local medical providers have the facilities and expertise to conduct medical-legal examinations.
- Encourage the person reporting to seek emotional support services. The CBC Counseling and Advising Center, located in the HUB on the Pasco campus, has faculty counselors registered in the state of Washington to provide short-term personal counseling services. When students have issues or concerns that require long-term counseling, counselors assist students with initial referrals to community mental health resources and may also consult with community agencies such as the Crisis Response Unit of Benton and Franklin counties and the Sexual Assault Response Center.
- Encourage the person reporting to contact CBC Security at x2219 or direct 509-542-4819. CBC can
  assist with contacting local law enforcement, making sure the person reporting is in a safe and secure environment, and can inform students about available resources on campus. CBC Security will
  follow up with a campus investigation and work in conjunction with CBC Student Conduct office
  and local law enforcement.

### MONITORING AND REPORTING OF CRIMINAL ACTIVITY OFF-CAMPUS/RESIDENTIAL FACILITIES

Currently CBC does not have officially recognized student organizations off campus, nor does CBC have residential facilities.

#### COUNSELING SERVICES

The CBC Counseling and Advising Center, located in the HUB on the Pasco campus, has faculty counselors registered in the state of Washington to provide short-term personal counseling services. When students have issues or concerns that require long-term counseling, counselors assist students with initial referrals to community mental health resources and may also consult with community agencies such as the Crisis Response Unit of Benton and Franklin counties and the Sexual Assault Response Center. Brochures listing community resources are available in the Counseling and Advising Center. CBC is aware of the growing occurrence of sexual assault, including acquaintance and date rape. CBC offers short-term counseling services for these situations as well. The Counseling Immediate CARE Line connects faculty and staff with an on-call CBC counselor to assist students needing urgent assistance (x2435 or 542-4435). Other situations

when students would like to consult with a faculty counselor can be scheduled through the Counseling and Advising Center (x2305 or 542-5505).

CBC has an Employee Assistance Program (EAP) designed to encourage employee awareness, to offer general assistance as well as range of critical incident response services for workplace critical incidents or a traumatic event that is sudden, unexpected, and of a magnitude that is usually beyond the norm of what usually happens to people at work, potentially overwhelming normal coping abilities. The EAP can be accessed 24-hours a day seven days a week by telephone at 1-877-313-4455.

#### EMERGENCY NOTIFICATION AND TIMELY WARNING

CBC Emergency Operations Center (EOC) has developed emergency notifications and timely warnings for inclement weather and emergent events that could affect the campus. The CBC EOC has also developed emergency notifications and timely warning notices to notify members of the campus community about serious crimes against people that occur on campus that are deemed to pose an immediate, ongoing or continuing threat to members of the campus community. The content of these messages were developed with local law enforcement and are meant to notify the campus community of serious safety concerns. CBC EOC works closely with local first responders and CBC Security to make every effort to confirm that there is a significant emergency or dangerous situation involving an immediate threat to the health or safety of the campus community. Emergency notifications are usually about inclement weather notices and campus closures; notification will be made without delay. Timely warnings would be distributed for classifications such as arson, criminal homicide, and robbery; notification will be made without delay. Cases of aggravated assault and sex offenses are considered on a case-by-case basis, depending on the facts of the case and the information known by the CBC EOC and local law enforcement. Crimes are always reported and counted in the campus crime statistics and documented in the crime log. Timely warning notices may be distributed for other crimes or threats to persons or property as determined necessary by the CBC EOC. Both emergency notifications and timely warning notices will be distributed via text messages, email messages, social media, and homepage banners, and are usually most effective when sent to all segments of the campus, community. This decision will be made in conjunction with local first responders. The CBC EOC has the authority to initiate alerts upon confirmation of immediate threats without having to wait for approval from College administration. Timely notifications may also be provided using other formats such as posters, readerboards, flyers, and the student bulletin. As part of the College's emergency preparedness focus, CBC tests the emergency notification system at a minimum on a quarterly basis. These tests may be announced or unannounced.

#### EMERGENCY RESPONSE AND EVACUATION PROCEDURES

All CBC buildings have specific emergency plans in place, as well as building captains and building representatives to assist with emergency response and evacuation. CBC conducts an annual exercise to test emergency response, and as part of the College's emergency preparedness focus. CBC tests the emergency notification system at a minimum on a quarterly basis. These exercises and drills are to prepare occupants for an organized evacuation or lockdown situation. These tests may be announced or unannounced with appropriate follow through activities designed to assess and evaluate emergency plans and capabilities. Local first responders and county emergency management staff assist with annual drills and exercises. Each fall an email is sent to all faculty and staff with information about emergency response and evacuation procedures. All members of the CBC community are reminded that they are required to notify CBC Security of any situation or incident on campus that involves a significant emergency or dangerous situation that could involve an immediate or ongoing threat to the health and safety of the CBC community. CBC Security will contact the CBC Emergency Operations Center (EOC) if the situation appears to pose a threat to the campus community. Federal law requires that the institution notify the campus community or the appropriate segments of the community that may be affected by the situation. CBC EOC is

ultimately responsible for timely warnings and has developed effective warning messages in collaboration with local first responders. In addition, the CBC EOC has the authority to initiate alerts upon confirmation of immediate threats without having to wait for approval from College administration. The CBC EOC has various systems in place for communicating important information quickly including the CBC Emergency Notification System which utilizes text messaging and emails. Other communication systems include phone messaging, outdoor signage, network emails, website banners, website posting, social media, and local media. CBC also has a campus fire alert system that can be used.

#### SECURITY AWARENESS AND CRIME PREVENTION PROGRAMS

Each year, the Annual Security Report is made available to the campus community. This report includes campus crime statistics for the previous three years, campus security policies, information about CBC Security, emergency procedures, crime prevention information, etc. New CBC students participate in FYI First Year Introduction classes on campus, and campus security information is included in curriculum for these classes. In addition, ASCBC, in cooperation with Administration, plans a Student Safety Day as well as various programs throughout the year on topics such as crime prevention and self-protection. CBC Administration plans the annual inservice events and at least one session at inservice is based on crime prevention and self-protection. These events are promoted using social media, readerboards, and other means of informing and promoting events on campus. The CBC Safety Committee also presents a monthly safety tip via email to all students, faculty, and staff. All members of the College community are encouraged to participate in these events, develop good personal safety practices and procedures, and be responsible for their own security and the security of others. All members of the College community are urged to follow standard crime prevention practices such as the following:

- · Lock your vehicle, remove valuables
- · Have your key ready to open your car doors, especially at night. Your keys can be a defensive weapon.
- · Look inside your car before entering, also check vehicle for possible break-ins.
- · Park and walk in well-lighted areas.
- · At night, walk with someone; there is safety in numbers.
- · If you feel unsafe, contact CBC Security and request an escort.
- · Be aware of your surroundings and the people around you.
- · Protect purses, wallets, and backpacks. Never leave items out in the open, and never leave items in view in your vehicle.
- · Create a buddy system by sharing your class and activities schedule with parents, close friends,, etc
- · Do not give out personal information to people you do not know.
- · Report anything suspicious to CBC Security or local law enforcement.

#### **CCTV SURVEILLANCE**

CBC operates a security camera network in some areas of the campus to deter crime and enhance safety. These are for investigative purposes and are not continuously monitored by campus personnel.

# POLICY REGARDING THE POSSESSION, USE AND SALE OF ALCOHOLIC BEVERAGES AND ILLEGAL DRUGS

CBC prohibits the illegal or unauthorized possession, consumption, or sale of alcoholic beverages, or the furnishing or possession of alcoholic beverages to persons under the age of 21 years on property owned or controlled by CBC or as part of any CBC event, or possession and consumption of alcoholic beverages in unauthorized areas by those over 21 pursuant to WAC 132S-40-165(8). The College controlled substances

policy is addressed in WAC 132S-40-350 and is available in the Student Rights and Responsibilities. CBC intends to make every effort to comply with both the spirit and letter of the law regarding underage drinking, possession, use and sale of illegal drugs and state and federal drug laws. <a href="http://www.columbiabasin.edu/index.aspx?page=867">http://www.columbiabasin.edu/index.aspx?page=867</a>. The specific WAC reads:

- (3) Student Misconduct. Any student will be subject to disciplinary action who, either as a principal or participator or by aiding or abetting, commits or attempts to commit any of the following which are hereby prohibited:
- 3(f) Drugs. Nonintended using of a prescriptive drug or using, possessing, manufacturing, furnishing, selling, or being under the influence of any narcotic drug or controlled substance as defined in Washington statute (chapter 69.50 RCW) except when the use or possession of a drug is specifically prescribed as medication by an authorized medical practitioner to the specific student.

Other campus Safety Policies are located on the CBC website at <a href="https://www.columbiabasin.edu/index.aspx?page=625">https://www.columbiabasin.edu/index.aspx?page=625</a>

#### **WEAPONS POLICY**

The College weapons policy is addressed in WAC 132S-40-350 and is available in the Student Rights and Responsibilities: <a href="http://www.columbiabasin.edu/index.aspx?page=867">http://www.columbiabasin.edu/index.aspx?page=867</a>. The specific WAC reads: (p) Weapons. Possession of weapons (e.g., firearms, daggers, swords, knives or other cutting or stabbing instruments, clubs) or substances (e.g., explosives) apparently capable of producing bodily harm and/or damage to real or personal property is prohibited on or in college-owned or operated facilities and premises and/or during college-sponsored events. (i) Carrying of firearms on or in college-owned or operated facilities and/or during college-sponsored events is prohibited except and unless the firearm is registered with the Campus Security department for a specified period of time.

#### CAMPUS DISCIPLINARY ACTION PROCEDURES

Campus disciplinary action information is available in the CBC Student Rights & Responsibilities. This publication is available in print in Student Services, as well as online at: <a href="https://www.columbiabasin.edu/index.aspx?page=867">https://www.columbiabasin.edu/index.aspx?page=867</a>.

The Columbia Basin College Code of Student Rights and Responsibilities will apply to conduct that occurs on College premises and at College-sponsored events and activities. The Code of Student Rights and Responsibilities also applies to actions occurring off campus which are violations or alleged violations of local, state, or federal law and which also violate the Code of Student Rights and Responsibilities. Such allegations or violations of off-campus violations can be the subject of College disciplinary action only if the CSSO determines disciplinary action is necessary for the protection of other members of the College community or property of the College community, or that the off-campus conduct adversely affects the College community and/or the pursuit of the College's objectives. Each student will be responsible for his/ her conduct from the time of enrollment through their severance of a relationship with the College (e.g., the actual awarding of a degree or certificate), even though conduct may occur before classes begin or after classes end, as well as during the academic year. The CSSO will decide whether the code will be applied to conduct occurring off campus, on a case-by-case basis, at his/her sole discretion. In the event of an accused and accuser incident, both the accused and accuser are entitled to have others present during campus disciplinary proceedings and are entitled to be informed of the outcome of any institutional disciplinary proceedings. Sanctions may be imposed through campus disciplinary action. Sanctions are outlined in the CBC Student Rights & Responsibilities under Disciplinary Sanctions: https://www.columbiabasin.edu/index.aspx?page=1402.

- 1. The student will be notified in writing of the sanction(s) imposed as well as of any conditions pursuant to the sanction(s). Copies of the notification will be kept on file in the office of the CSSO and in the student's official educational record. All sanctions outlined herein are subject to the appeal process.
- 2. The following sanctions, singly or in combination, may be imposed upon any student found to have violated the student code:
- 2.1 Warning. Notice to a student that the student is violating or has violated College rules or regulations or has otherwise failed to meet the College's standards of conduct. Such warnings will include the statement that continuation or repetition of the specific conduct involved or other misconduct will normally result in one of the more serious disciplinary actions described below.
- 2.2 Reprimand. Formal action censuring a student for violation of the College rules or regulations or failure to meet the College's standards of conduct. Reprimands will be made in writing to the student by the CSSO or the SCB with copies filed in the office of the CSSO. A reprimand will include the statement that continuation or repetition of the specific conduct involved or other misconduct will normally result in one of the more serious disciplinary actions described below.
- 2.3 Loss of privileges. Denial of specified privileges for a designated period of time.
- 2.4 Restitution. An individual student may be required to make restitution for damage, loss, or injury. This may take the form of appropriate service and/or monetary or material replacement. Failure to make restitution within thirty days or any period set by the CSSO or SCB will result in suspension for an indefinite period of time as set forth in (2.7) of this subsection, provided that a student may be reinstated upon payment or upon a written agreed plan of repayment. Failure to strictly comply with the terms of a repayment plan will result in immediate suspension.
- 2.5 Discretionary sanctions. Work assignments, essays, service to the College, or other related discretionary assignments.
- 2.6 Disciplinary probation. Formal action placing conditions upon the student's continued attendance for violations of College rules or regulations or other failure to meet the College's standards of conduct. Written notice of disciplinary probation will specify the period of probation and any condition(s) upon which his/her continued enrollment is contingent. Such conditions may include, but not be limited to, adherence to terms of a behavior contract or limiting the student's participation in extra-curricular activities or access to specific areas of the College's facilities. Disciplinary probation may be for a specified term or for an indefinite period which may extend to graduation or other termination of the student's enrollment in the College.
- 2.7 Suspension. Separation of the student from the College for a definite period of time, after which the student is eligible to return. Students who are suspended may be denied access to all or any part of the campus or other facilities during the duration of the period of suspension. Additionally, conditions for readmission may be specified.
- 2.8 Expulsion. Permanent separation of the student from the College. Students who are expelled may be denied access to all or any part of the campus or other facilities permanently.
- 2.9 Revocation of admission and/or degree. Admission to or a degree awarded from the College may be revoked for fraud, misrepresentation, or other violation of College standards in obtaining admission or the degree, or for other serious violations committed by a student prior to graduation. Revocation of admission or a degree is subject to the hearing process as outlined in this code. Revocation of a degree must be approved by the Board of Trustees.
- 2.10 Withholding degree. The College may withhold awarding a degree otherwise earned until the completion of the process set forth in the code, including the completion of all sanctions imposed, if any. Withholding a degree must be approved by the Board of Trustees

#### CHILD ABUSE REPORTING

All faculty, staff, administrators, members of CBC Security Department, and any individual who may come

into contact with children through any college sponsored program, activity, camp, conference, retreat, academic presentation, or any other college programs are required to report incidents of child abuse when they have witnessed and/or have reasonable cause to suspect that a child (under 18 years old) under the care, supervision, guidance, or training of any adult on our campus is being or has been abused. If your responsibility is not listed above, but you come into contact with children in the course of your employment, you have a mandatory reporting obligation. Students, guests, and other members of the College community are strongly encouraged to follow the same procedures.

- · Report the matter to CBC Security immediately at x2219 or direct 509-542-4819.
- · Employees must also inform their immediate supervisor. An initial oral report to your supervisor is acceptable, but written detail should be supplied upon request. For athletic staff, reports must also be made to the Athletic Director.
- Employees who are also registered medical professionals must concurrently report all injuries caused by suspected child abuse to the local or state police.
- CBC Security is responsible and has the obligation to report suspected child abuse to the Washington State Department of Social and Health Services, Child Protective Services. Reports must be made orally and immediately. Child Protective Services is responsible to determine whether the report meets the legal definition of abuse. Contact: 1-866-ENDHARM (1-866-363-4276), Washington State's toll-free, 24 hour, 7 day-a-week hotline.
- Any person who makes a good faith report of child abuse may not be subjected to retaliation in employment.

There are four categories of child abuse covered under the law:

- Any recent act or failure to act by a perpetrator which causes non-accidental serious physical injury to a child.
- · An act or failure to act by a perpetrator which causes non-accidental serious mental injury to or sexual abuse or sexual exploitation of a child.
- · Any recent act, failure to act, or series of such acts or failures to act by a perpetrator which creates an imminent risk of serious physical injury to or sexual abuse or sexual exploitation of a child under 18 years of age.
- · Serious physical neglect by a perpetrator constituting prolonged or repeated lack of supervision or the failure to provide the essentials of life, including adequate medical care, which endangers a child's life or development or impairs the child's functioning.
- · No child shall be deemed physically or mentally abused based on injuries that result solely from environmental factors that are beyond the control of the parent or person responsible for the child's welfare, such as inadequate housing, furnishings, income, clothing, and medical care.

#### PRESIDENT'S DESIGNATED RESPONSIBLE INDIVIDUAL

The President of Columbia Basin College has designated Sr. Vice President of Administration William E. Saraceno as the individual responsible for monitoring and coordinating the institution's compliance with all reporting requirements. Contact information is:

William E. Saraceno Sr. Vice President of Administration Columbia Basin College 2600 N. 20<sup>th</sup> Avenue Pasco, WA 99301

Columbia Basin College reserves the right to change or cancel, without notice, policies, regulations, procedures, or any of the foregoing information, based on the needs of the College community and new compliance standards enacted by the Department of Education for the Student Right to Know and Campus Security Act.