



UNIVERSITY of HAWAII®  
**LEEWARD**  
COMMUNITY COLLEGE

# 2016 ANNUAL SECURITY REPORT

The 2016 Annual Security Report is based on crime statistical data and related information for the period of January 1, 2015 through December 31, 2015.

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## Disclosure Statements

1. The 2016 Annual Security Report (ASR) is prepared and published in compliance with the Higher Education Opportunity Act and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The ASR is made available electronically on the Leeward Community College Campus Security website to all current and potential students and employees and to the general public. <http://www.leeward.hawaii.edu/Security/asr2016>
2. Leeward Community College has two campuses, the main campus in Pearl City and a satellite campus in Wai'anae. Policy information contained in the ASR is applicable to both campuses unless specifically noted in the text of this document.

# INTRODUCTION

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The *2016 Annual Security Report* (ASR) is a collection of specific policies, crime data, resources, and other information related to the safety and security of Leeward Community College (Leeward CC). The ASR is made available to all current and potential Leeward Community College (Leeward CC) students, employees, and the general public and is organized into the following sections:

- **SECTION 1 – QUICK REFERENCE GUIDE:** Lists frequently used telephone numbers for emergencies and resources that are available to the Leeward CC campus community.
- **SECTION 2 – ABOUT LEEWARD COMMUNITY COLLEGE:** Includes basic information about the University of Hawai'i (UH), Leeward CC, and the Annual Security Report.
- **SECTION 3 – CAMPUS SECURITY:** An overview of the Campus Security department and the role and services the department provides to the College.
- **SECTION 4 – EMERGENCY RESPONSE AND TIMELY WARNINGS:** Provides information regarding emergency and timely warning notifications, response, and evacuation procedures.
- **SECTION 5 – POLICY STATEMENTS:** Provides information on specific policies and laws related to safety, security, emergency response, crime reporting, alcohol, drugs, among others.
- **SECTION 6 – SEXUAL ASSAULT PREVENTION AND RESPONSE:** Provides UH policies and procedures, to include available resources, for victims of sexual assault, domestic violence, dating violence, and stalking.
- **SECTION 7 – CRIME STATISTICS:** Lists statistics of specific crimes reported on and near campus facilities over the past three years.
- **SECTION 8 – CAMPUS MAPS:** Includes maps of the Pearl City and Wai'anāe campuses as well as maps of Call Box locations on the Pearl City campus.

## THE CLERY ACT

*The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* (Clery Act) is a federal mandate requiring all institutions of higher education that participate in federal student financial aid programs to collect, report, and disseminate specific information related to safety, security, and emergency management for their campuses. The Clery Act affects virtually all public and private colleges and universities and is enforced by the U.S. Department of Education. Higher education institutions that fail to comply with the Clery Act can be penalized with large fines and may be suspended from participating in federal financial aid programs. The Clery Act, formerly known as the Crime Awareness and Campus Security Act, was signed into law in 1990 and is named after 19-year old Jeanne Clery, who was raped and murdered in her Lehigh University residence hall in 1986. The Higher Education Opportunity Act (HEOA) reauthorization in 2008 and the Violence Against Women Reauthorization Act of 2013 (VAWA) amended the Clery Act by adding a number of safety and security mandates and disclosure requirements for higher education institutions.

Leeward Community College's *2016 Annual Security Report* has been published in accordance with the disclosure and information requirements of the current amended versions of the Clery Act, the HEOA, and the VAWA.

## SECTION 1 – QUICK REFERENCE GUIDE

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### Emergency Contacts

Campus Security – Pearl City Campus	455-0611 or x611 (on-campus)
Campus Security – Wai`anae Campus	454-4711 or x711 (on-campus)
Police – Fire - EMT	911
Civil Defense (State)	733-4300
Emergency Management (City & County)	723-8960
Poison Center	800- 222-1222

### Leeward Community College Resources

Student Health Center	455-0515
Mental Health Counseling Services	455-0516
Veterans Resource Center	455-0672
Counseling and Advising Office	455-0233
Students with Disabilities – Kako`o `Ike Program	455-0421
LGBTQ Commissioners	455-0248
Title IX Coordinators:	
Title IX Coordinator	455-0213
Deputy Title IX Coordinator for Students	455-0236
Deputy Title IX Coordinator for Employees	455-0277
Campus Administrators:	
Chancellor (AD 102)	455-0215
Vice Chancellor/CAO (AD 109)	455-0453
Vice Chancellor of Admin Services (AD 112)	455-0213
Dean of Academic Services (AD 125A)	455-0228
Dean of Arts and Sciences (AD 101B)	455-0440
Dean of Career & Technical Education (AD 101A)	455-0228
Dean of Student Services (AD 224)	455-0260
Wai`anae Campus Coordinator	454-4701

### Community Resources

Alcoholics Anonymous Helpline	946-1438
Aloha United Way (Statewide Referral Service)	211
Child Welfare Services (Reporting Line)	832-5300
Domestic Violence Shelters Hotline	841-0822
Domestic Violence Action Center	531-3771
Hawai`i Centers for Independent Living	522-5400
Hawai`i Immigrant Justice Center	536-8826
Hawaiian Humane Society	946-2187
Legal Aid Society of Hawai`i	536-4302
Love is Respect	866-331-9474
Narcotics Anonymous Helpline	734-4357
National Sexual Assault Hotline	800-656-HOPE (4673)
Sex Abuse Treatment Center Hotline	524-7273
Suicide/Crisis Hotline	832-3100
Volunteer Legal Services Hawai`i	528-7046

## SECTION 2 – ABOUT LEEWARD COMMUNITY COLLEGE

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- **HISTORY AND BACKGROUND:** Leeward Community College’s proven commitment to affordable, quality education is a foundation of its mission. As part of the ten-campus University of Hawai’i (UH) system, the College is dedicated and responsive to the community, providing an open door to the world of educational opportunities.

Opening its doors in the fall of 1968, Leeward CC was the first college in the UH system to be developed without a connection to a pre-existing technical school. The College’s guiding principle was “innovation” – a readiness to depart from tradition in order to bring the best of current educational practices to its students.

In 1968, Leonard T. Tuthill, the first Provost, welcomed over 1,600 students into humble old buildings that once housed Pearl City Kai Elementary School. That first semester witnessed more than twice the anticipated number of students ready to explore the “Community College” experience.

In the spring of 1969, the College moved to its current location, on 49 acres near the geographic center of O’ahu between the cities of Pearl City and Waipahu. Since those beginnings in inauspicious temporary facilities, enrollment in credit and non-credit classes has grown to place the College as among the largest higher education institutions in the State with more than 11,000 students.

Leeward CC at Wai’anae opened in 1971 as the Wai’anae-Nanakuli Education Center situated in a leased facility in the Wai’anae community. With an expansion of services and the assignment of permanent faculty and staff, the Center was reorganized to become Leeward CC – Wa’ianae in November of 2010. A new satellite campus is being developed in community of Ma’ili to better accommodate the growth of the Wai’anae Coast.

Leeward CC is accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC) of the Western Association of Schools and Colleges (WASC). ACCJC is a regional accrediting body recognized by the Council for Higher Education and the U.S. Department of Education.

Leeward CC is firmly committed to providing a safe and secure learning and working environment. The campus community is encouraged to practice good judgment in personal safety matters and to utilize this publication to assist in making informed decisions when determining appropriate precautions to take to minimize exposure to crime or danger.

- **COMPLIANCE WITH THE CLERY ACT:** To ensure compliance with the Clery Act, Leeward Community College is required by federal law to do the following:
  - Publish an annual security report by October 1<sup>st</sup> of each year that includes three years of specific crime statistics and that contains certain security policy statements and have this report made available to all current and prospective students and employees;
  - Provide “timely warning” notices of those crimes that have occurred and that pose an on-going threat to the campus community;
  - Issue emergency notifications, upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of the campus community;
  - Maintain a log of all crimes reported to the Campus Security Office and ensure public access to the crime log is available during normal business hours.
- **GEOGRAPHICAL LOCATION AND BOUNDARIES:** The Clery Act requires each campus to identify specific geographical boundaries that, in certain instances, may extend past conventional property ownership boundaries and may include certain areas of public ownership. The statistical data presented in the *2016 Annual Security Report* reflects the number of crimes/incidents that occurred within each of the campus’ geographical boundaries. Campus maps reflecting each of these respective geographical boundaries can be found in Appendix D of this document.

Leeward Community College is comprised of two campuses – the main campus located in Pearl City and a

satellite campus located in Wai`anae. In addition, the campus owns a building and property in the community Ma`ili, which will be the future site of the Wai`anae Coast campus.

**Leeward Community College – Pearl City (main campus)**

Address: 96-045 Ala `Ike  
Pearl City, Hawaii 96782

Description: Situated on 49.5 acres of land with 25 academic and support-related facilities located between the communities of Pearl City and Waipahu in central O`ahu. The campus population includes more than credit and non-credit students each semester and in nearly 600 full- and part-time employees.

**Leeward Community College – Waianae (current satellite campus)**

Address: 86-088 Farrington Highway, Suite 201  
Wai`anae, Hawaii 96792

Description: Includes classrooms, offices, and academic, student, and administrative support space on the 1<sup>st</sup> and 2<sup>nd</sup> floors of a leased two-story office building totaling 9,640 square feet. Approximately 500 students attend classes each semester and the full- and part-time workforce numbers 30 faculty and staff.

**Leeward Community College – Waianae (future satellite campus)**

Address: 87-380 Kula`aupuni Street  
Ma`ili, HI 96792

Description: A 2.52 acre parcel that includes a vacant one-story building of approximately 38,600 square feet that is owned by Leeward Community College. This is the future site of the Wai`anae campus pending completion of renovations. Estimated occupancy date is fall semester 2017.

- **PREPARATION, NOTIFICATION, AND DISSEMINATION OF ANNUAL SECURITY REPORT:** The Vice Chancellor of Administrative Services (VCAS) office coordinates the collection, publication, and dissemination of the Annual Security Report for Leeward CC. Upon completion of the Annual Security Report, the VCAS will notify the College’s current students, faculty, and staff via a broadcast email of the report’s availability on the College’s website. Upon request, current and prospective students and employees may obtain a hardcopy of the report directly from the VCAS office (contact 455-0213 or Administration Building, Room 112). The **2016 Annual Security Report** is available online to current and prospective students, faculty, staff, and the general public at the following website:

<http://www.leeward.hawaii.edu/Security/asr2016>

Should it be necessary to issue an amendment to the Annual Security Report, a broadcast email notification will be sent to the College community. The Report’s cover page will reflect, “REVISED as of [Date].” The amended version of the Annual Security Report will also be posted on the College’s website for public access and download with appropriate annotations.

- **ANNUAL SECURITY REPORT – POINT OF CONTACT:** All communication related to the **2016 Annual Security Report** should be addressed, in writing, to the following office:

Leeward Community College  
Attention: Vice Chancellor of Administrative Services  
Administration Building, Room 112  
96-045 Ala `Ike  
Pearl City, Hawaii 96782

## SECTION 3 – CAMPUS SECURITY

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- **ADMINISTRATION:** Campus Security departments at each of the institutions in the University of Hawai'i system are independently administered. At Leeward CC, security services provided to the Pearl City and Wai'anae campuses are under the executive oversight of the Vice Chancellor of Administrative Services.
- **AUTHORITY:** Board of Regents Policy, Chapter 11, Section 205 (RP 11.205), *Public Health, Safety and Security*.
- **SECURITY SERVICES:** The main campus at Pearl City offers comprehensive security services on a 24-hour, 7-days-a-week, year-round basis. The Campus Security Office is located in the center of campus in the Language Arts (LA) Building, Room 238. On duty Campus Security personnel are available at (808) 455-0611 or by campus telephone extension x611 or by any of the Emergency "Code Blue" Call Boxes.

At the satellite campus in Wai'anae, security services are provided during the facility's most frequently used operational hours. In addition, there are designated on-site officials and Campus Security Authorities (CSAs) to whom emergencies may be reported and who are available during all business hours of operation. The Pearl City campus will also provide assistance with a coordinated emergency response should a need arise. The Wai'anae campus Security Office is located on the 2nd floor of the building, and may be reached by telephone at (808) 454-4711 or by campus telephone extension x711.

Primary functions and responsibilities encompass a wide range of public safety and security services for the campus community and include, but are not limited to, the following; enforcement of safety-, security-, and emergency management-related policies and procedures of Leeward CC, the UH Community College System and the UH System; take appropriate actions in support of federal, state, and local laws, ordinances, and executive orders and directives; initial campus response to emergencies and reports of medical and fire incidents; first aid and cardio-pulmonary resuscitation; response to campus disruptions and crises; conduct field interviews, investigations, and write reports; maintain custodial integrity of property that could be classified as evidence; detain persons involved in the violation of laws or suspected of criminal acts that the USOs have personally observed or whom have been positively identified by victims or witnesses of the incident until arrival of law enforcement; traffic control and parking management; preventive patrols (by foot or motorized vehicle); safety escorts; general campus information and guidance; and lost and found services.

- **SECURITY WORKFORCE:** Services and functions related to security are provided by the College's Campus Security personnel – a uniformed, state-employed workforce that are not sworn law enforcement officers, and as such, are not authorized to carry firearms or exercise law enforcement powers. The workforce consists of a Security Supervisor, an Assistant Security Supervisor, and six (6) University Security Officers (USOs).
- **SECURITY WORKFORCE TRAINING:** USOs are civil service State employees and as such must satisfy their classification specifications. USOs are also licensed professionals who must comply with the State's Hawai'i Revised Statute (HRS) Chapter 463-10. This law requires that all security guards and those who act in a security guard capacity, meet specific requirements and training and register with the Board of Private Detectives and Guards with the State Department of Commerce and Consumer Affairs. All of the College's USOs are licensed professionals registered with the mandated State Board.

In addition to completing the training requirements for licensure, USOs must also complete initial certification and, thereafter, regular recertification and/or refresher training in several areas, such as; cardiopulmonary resuscitation, first aid, automated external defibrillator, management of aggressive behavior, defensive tactics training, report writing, investigative skills, crowd control techniques, safe operation of motorized vehicles, safety measures to mitigate against blood borne pathogen exposure, and safety measures in response to fire and chemical hazards.

Act 208 of the Session Laws of Hawai'i 2016 addresses campus safety and accountability by mandating

that all University of Hawai'i students and employees, including USOs, be trained regarding sexual harassment, sexual assault, domestic violence, dating violence, and stalking. On July 18, 2016, the UH President mandated that all UH employees undertake and complete an on-line training program to comply with Act 208 by July 1, 2017. Employees must complete this training every two years.

In addition, USOs also are trained on their responsibilities related to the Clery Act and they are required to complete courses in the National Incident Management System (NIMS) and the Incident Command System (ICS), which are the operational and command/control protocols utilized by all first responder agencies throughout the nation. Security supervisors, key administrators, and key staff officials also participate in regularly scheduled Clery-related training programs.

- **RELATIONSHIP WITH LAW ENFORCEMENT AGENCIES:** The Campus Security Office maintains a close and collaborative working relationship with the Honolulu Police Department (HPD) and will occasionally work with other law enforcement agencies including the State of Hawai'i's Department of Public Safety (DPS), the Federal Bureau of Investigation (FBI), and the Department of Homeland Security (DHS), among others. Campus Security maintains an open and reciprocal relationship with these agencies utilizing their resources and expertise to gather crime-related information, reports, and statistics. Although there is no formal written agreement between Leeward CC and the HPD at this time for the investigation of criminal incidents, the HPD by virtue of their law enforcement authority and jurisdiction, is responsible for investigating all criminal activity that occurs on either the Pearl City or Wai'anae campuses.

Act 208, Session Laws of Hawaii, was enacted by Governor Ige to take effect on July 1, 2016. The Act mandated several Title IX and Violence Against Women Act of 1994 as amended (VAWA), Section 304, measures that were to be implemented by the University of Hawaii and all of its ten (10) campuses, including Leeward Community College. A provision of the Act is that by December 2016, the University shall enter into memoranda of an understanding with the State's county police force regarding communications and procedures for sexual assault occurring on a campus of the University.

In addition, Leeward Community College, as a state-level agency, is recognized in local-, state-, and federal-level emergency management plans. The law enforcement agencies are also identified in those plans as members of the State Law Enforcement Coalition (SLEC). Certain federal- and state-sponsored training for SLEC personnel are often opened to include Leeward Community College personnel. The opportunities for combined training further strengthens the institution's relationship with its law enforcement partners upon whom the College depends for both on- and off-campus intelligence, crime/criminal trends, and other adverse activities that may affect the campus community or operations.

Other College emergencies such as medical or fire emergencies will be referred to the responding external professionals. As such, the College Campus Security Office maintains a close working relationship with all first-responder and emergency management agencies on the Island of Oahu, utilizing their services, expertise, and resources as needed.

- **RELATIONSHIP WITH STUDENT CONDUCT CODE:** Executive Policy E7.208, *University of Hawai'i Systemwide Student Conduct Code*, addresses student interaction with campus officials and law enforcement. Section III.C.2: Conduct – Rules and Regulations, Item (h) describes the following violation which may result in student disciplinary proceedings: “Failure to comply with any directions of UH officials or law enforcement officers acting in performance of their duties and/or failure to provide identification to these persons when requested to do so.”

Additionally, Section III.C.1: Jurisdiction of the UH Student Conduct Code “shall apply to conduct that occurs on UH premises, at UH sponsored activities, distance/on-line courses and events, and to off-campus conduct that affects the UH Community and/or the pursuit of its objectives.” Further, that “Each student shall be responsible for his/her conduct from the time of application for admission through the actual awarding of a degree. Conduct that occurs before classes begin or after classes end, as well as during the academic year and during periods between terms of actual enrollment...is subject to the Student Conduct Code.”

Students are encouraged to review the UH Student Conduct Code to avoid any possibility of compromising their and others' educational opportunities.

The Student Conduct Code policy is available at:

<https://www.hawaii.edu/policy/?action=viewPolicy&policySection=ep&policyChapter=7&policyNumber=208&menuView=closed>

- **RELATIONSHIP WITH EMPLOYEE CONDUCT POLICIES:** Leeward CC is obligated to provide its employees, whether full-/part-time, permanent/temporary/casual with a working environment that is safe and secure. As the College's first-responders, the USOs are instrumental in the prevention of possible prohibited conduct involving College employees. In those rare instances where employee misconduct may touch upon or cross into criminal activity, the USOs will work, collaboratively and in conjunction with, HPD to immediately address the situation. However, in most instances employee misconduct would be reported to the College's Administration and/or the Human Resources Office for case assessment, investigation, and decision-making. Possible employee-related sanctions may range up to and include suspension or termination, and will be adjudicated in accordance with appropriate UH policies and/or applicable collective bargaining agreements.

## SECTION 4 – EMERGENCY RESPONSE AND TIMELY WARNINGS

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- **EMERGENCY RESPONSE AND EVACUATION PROCEDURES:** Leeward CC maintains an *Emergency Operations Plan (EOP)* that provides procedures for managing and responding to emergencies that may threaten the health and/or safety of the campus community and/or disrupt the College's programs and activities. The *EOP* outlines necessary emergency preparedness requirements and identifies organizations and individual positions responsible for emergency preparedness, response, and recovery.

The *EOP* is designed to provide an organized management system for the campus to follow during times of emergencies. The system is flexible whereby part of, or the entire plan, may be activated as appropriate to the situation. During times of an emergency declaration, the Emergency Management Team (EMT) will provide leadership during the crisis. The EMT is composed of members of the College's senior administration, academic leaders, and other key personnel.

The EMT Executive or Incident Commander is the College's Chancellor. If the Chancellor is not available, then the Vice-Chancellor of Academic Affairs or the Vice-Chancellor of Administrative Services will assume this role. The College conducts emergency response exercises throughout each year, including table top exercises, field exercises, and tests of the various emergency notification systems.

Key campus personnel have been trained in the National Incident Management System (NIMS) concepts and principles that include the Incident Command System (ICS) protocols. Additional campus personnel have received training in the Community Emergency Response Team (CERT) program. The CERT program is sponsored by the Federal Emergency Management Agency (FEMA) and provides additional support resources that may be mobilized in the event of emergencies.

General information about the emergency response and evacuation procedures are publicized each year as part of the institution's *2016 Annual Security Report*. Detailed information about and updates to the College's *EOP* are available on the Leeward CC website:

<http://www.leeward.hawaii.edu/adminservices-emergency-plan>

In addition to the *EOP*, all campus classrooms and faculty and staff offices are required to post and have available the institution's *Emergency Guide*. The *Emergency Guide* is a quick reference flipchart that provides step-by-step procedures on various emergency scenarios as well as providing a telephone directory of campus and community resources. Copies of the *Emergency Guide* are available in the Vice-Chancellor of Administrative Services office.

All members of the campus community are notified on an annual basis that they are required to notify the Campus Security Office of any situation or incident on campus that involves a significant emergency or dangerous situation that may involve an immediate or ongoing threat to the health and/or safety of students and employees. The Campus Security Office has the responsibility of responding to, and summoning the necessary resources, to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation. In addition, the Campus Security Office has a responsibility to respond to such incidents and make an initial assessment of the situation and possible threats to the community. The EMT, in consultation with Campus Security and other key personnel from the College, will verify the nature of the threat and if appropriate, will immediately notify the campus community of this situation.

- **CAMPUS NOTIFICATION ABOUT AN IMMEDIATE THREAT:** Upon confirmation that an emergency or dangerous situation poses an immediate threat to the health and/or safety of some or all members of the campus community, the institution will activate all or a portion of the *EOP*. Members of the EMT will collaborate to determine the nature of the emergency, appropriate response plans, and the content of the message that will be delivered to the campus community. Authorized members of the EMT, to include the Chancellor, Vice-Chancellor of Academic Affairs, Vice-Chancellor of Administrative Services, and the Campus Security Office, will initiate the notification systems, unless issuing a notification will, in the judgment of the first responders (e.g., Honolulu Police Department,

Honolulu Fire Department, Emergency Medical Technicians), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

In order to alert students, faculty, and staff of emergencies or dangerous situations, various modes of communication are used. Some or all of these methods of communication may be activated in the event of an immediate or ongoing threat to the campus community: emergency text message alerts, prominent postings on the College's website, broadcast email and voicemail, social media platforms (i.e., Facebook, Twitter), "Code Blue" emergency telephone public address system (Pearl City campus only), and emergency broadcast enunciator system (Pearl City campus only). Fliers and other informational materials may also be posted in campus buildings, bulletin boards, and digital signage display screens to inform students, faculty, and staff of ongoing safety concerns.

The institution will post frequent and regular emergency updates during a critical incident on the College's website main page:

<http://www.leeward.hawaii.edu/>

Members of the campus community to include all students, faculty, and staff, are encouraged to voluntarily enroll in the University of Hawai'i's UH Alert Emergency Notification System. UH Alert includes broadcast email and text message delivery options that may be used to alert the campus community of natural, health, or civil emergencies. The website for UH Alert enrollment is as follows:

<https://www.hawaii.edu/alert/>

- **TIMELY WARNINGS:** In the event that a situation arises, either on- or off-campus, that poses an immediate or ongoing threat to the College community, a campus-wide timely warning will be issued. Depending upon the situation's circumstances, a timely warning notification will be issued by one of the following offices: the Chancellor's Office, the Vice-Chancellor of Administrative Services Office, Vice-Chancellor of Academic Affairs Office, or the Campus Security Office.

Any of the following communication methods may be used to issue the timely warning messages; emergency cellular telephone text alert messages, prominent postings on the Leeward Community College website, broadcast email and voicemail, social media platforms (i.e., Facebook, Twitter), "Code Blue" emergency telephone public address system (Pearl City campus only), and emergency broadcast enunciator system (Pearl City campus only). Fliers and other informational materials may also be posted in campus buildings, bulletin boards, and digital signage display screens to inform students, faculty, and staff of ongoing safety concerns.

Anyone with information on a threat situation that may warrant a timely warning notification should report the circumstances to:

- Pearl City Campus: Campus Security Office at x611 (on-campus telephone) or 455-0611 (off-campus telephone or cell phone); or in-person at the Campus Security Office, LA Building, Room 238.
- Wai`anae Campus: Campus Security Office at x711 (on-campus telephone) or 454-4711 (off-campus telephone or cell phone); or in-person at the Campus Security Office, 2<sup>nd</sup> floor.

## SECTION 5 – POLICY STATEMENTS

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- **REPORTING OF CRIMINAL OFFENSES:** Students, faculty, and staff are encouraged to immediately report any on-campus emergency, criminal offense, or suspected criminal activity. Prompt reporting improves law enforcement’s ability to investigate the situation and to apprehend suspects and/or prevent potential crimes. Incidents should be report to one of the following:
  - Pearl City Campus: Campus Security Office at x611 (on-campus telephone) or 455-0611 (off-campus telephone or cell phone); or in-person at the Campus Security Office, LA Building, Room 238.
  - Wai’anae Campus: Campus Security Office at x711 (on-campus telephone) or 454-4711 (off-campus telephone or cell phone); or in-person at the Campus Security Office, 2<sup>nd</sup> floor.
  - Honolulu Police Department (HPD): Members of the campus community may contact HPD separately or in conjunction with the Campus Security Officer to report criminal offenses by calling 911.
  - Campus Security Authorities (CSAs): Criminal offenses may also be reported by members of the campus community to officials who are designated as Campus Security Authorities (CSAs). CSAs will assist with the notification procedures to proper security or law enforcement authorities as necessary. Incidents reported to CSAs will be included in the annual security report crime statistics.
    - The following is a partial list of the College’s CSAs who are required to immediately notify the Campus Security Office of any crimes or emergencies reported to them or any crime or emergency that they may have knowledge of:
      - Chancellor
      - Vice Chancellor of Academic Affairs
      - Vice Chancellor of Admin Services
      - Dean of Academic Services
      - Dean of Arts and Sciences
      - Dean of Career & Technical Education
      - Dean of Student Services
      - Division Chairs
      - Student Services Program Officer
      - Wai’anae Campus Coordinator
      - International Program Coordinator
      - Native Hawaiian Support Coordinator
      - Student Government and Activities Coordinator
      - Student Club Advisors

Although exempt from the reporting requirements of the Clery Act, licensed professionals whom are legally designated as confidential resources by the College, are encouraged to refer persons they are counseling to report crimes on a voluntary, confidential basis, especially if the incident poses an immediate or ongoing threat to the campus community. Crimes reported will be included in the annual security report crime statistics. Only four (4) individuals have been designated as confidential resources by the College and include the following:

- Student Health Center doctor and nurse; 455-0515
- Mental Health Office counselor; 455-0516
- Veterans Resource Center psychologist; 455-0672

All campus incident reports are recorded in the Campus Security Office and disseminated to the Chancellor’s office and to the Vice-Chancellor of Administrative Services office. Incident reports involving students are also distributed to the Dean of Student Services for review and potential action via the student judiciary process. Incident reports involving employees of the College are distributed to the Human Resources Office for review and recommendations for action should misconduct or other inappropriate conduct be identified. The Campus Security Office will conduct investigations to determine case circumstance when deemed appropriate. Additional information discovered through the investigation process will also be forwarded to the appropriate administrative offices or College Administration as warranted.

- **VOLUNTARY – ANONYMOUS/CONFIDENTIAL REPORTING:** An alleged victim or witness of a crime who elects not to pursue action within the College’s administrative system or through the criminal justice system, may choose to make an anonymous report. With the involved party’s permission, the Campus Security Office can report on the details of the incident without revealing the individual’s identity. The purpose of an anonymous report is to abide by the reporting party’s wish for privacy while taking steps to ensure the future safety of the reporting party and others. With the disclosure of this information, the College can keep an accurate record of the number of incidents, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution and in the Daily Crime Log. However, an anonymous report may not be enough for the College to pursue further action against an individual or correct a dangerous situation.

In June 2016, the University of Hawaii implemented a Whistleblower Hotline that enables students, faculty, and staff a means of confidentially reporting violations of laws, rules, regulations, and University policies. Using EthicsPoint, an outside reporting service that is available 24-hours/day, 7-days/week, anonymous good faith reports of misconduct to include criminal acts may be reported by telephone (1-888-874-2849) or on-line at:

<https://secure.ethicspoint.com/domain/media/en/gui/40480/index.html>.

Complaints that may be Clery Act-related will be referred by the UH Community Colleges System’s Office of Compliance and Title IX to the campus Clery Compliance Officer for appropriate investigation and response.

- **DISCLOSURES TO ALLEGED VICTIMS:** Leeward CC will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the results of any disciplinary hearing conducted by the College against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, the College will provide the results of the disciplinary hearing to the victim’s next of kin, if so requested.
- **DAILY CRIME LOG:** The Campus Security Office at the Pearl City campus maintains a Daily Crime Log that records all crimes and incidents that occur on either the Pearl City or Wai’anae campuses or within the Clery Act defined geographical boundaries. The Daily Crime Log includes the nature, date, time, and general location of each crime reported as well as the disposition of the incident if that is known at the time of recording. The Daily Crime Log is available for public inspection at the Pearl City Campus Security Office (LA Building, Room 238) or at the Wai’anae Campus Security Office (2<sup>nd</sup> floor).
- **ACCESS AND SECURITY OF CAMPUS FACILITIES:** Leeward CC encourages the use of campus facilities by students, faculty, staff, affiliated organizations, and non-affiliated groups that that follow appropriate facility use guidelines. The Pearl City campus enforces a curfew of 11:00 p.m. After 11:00 p.m. the Colleges asks that the campus be vacated unless specific arrangements have been made for the campus community and/or the general public to attend educational, cultural, or recreational performances or events. During these times, access for students, faculty, staff, and guests is limited to the facilities in which these performances or events are held.

Parking at the Leeward CC – Pearl City site is free; however, the designated parking lots are for students, employees, vendors, and members of the general public with legitimate reason to be on campus. Parking lot access is controlled by gates (swinging or chain) and monitored and managed by the Campus Security Office. Regular security patrols are conducted with the intent of reducing unauthorized individuals on campus and thereby minimizing risk associated with unwanted or criminal activities.

A security fence runs the length of the Pearl Harbor side (south) of the Pearl City campus, the length of the western border separating the College from the Honolulu Authority for Rapid Transportation (HART) operations center, and the eastern border of the campus that is adjacent to a neighboring housing complex. The front of campus that is adjacent to Ala ‘Ike is controlled by the aforementioned parking lot gates and a low rock wall and hedge/landscaping.

Access to College facilities are controlled by either electronic access cards or manual keys that are issued to employees through the Facilities Use office. The electronic access cards are assigned to individuals with

unique access codes. The classrooms/offices are then programmed with the access codes of those individuals authorized access. The date/time and identity of the individual accessing a room/office by electronic means is recorded for security purposes. Campus Security has the capability of opening and locking all room/offices.

Guidelines and reservation procedures for the use of campus facilities (excluding the Theater) should be directed to the Facilities Use Office at 455-0558 or via the Facilities Use website at:

<http://www.leeward.hawaii.edu/facilitiesuse>.

Use of the Theater must be coordinated with the Theater Manager's Office at 455-0381 or via Theater website at:

<http://lcctheatre.hawaii.edu/#rental>

The Campus Security Office is notified of all performances and events to address safety and security concerns and to assist in security officer scheduling, as necessary.

- **CRIME PREVENTION AWARENESS PROGRAMS:** The College's crime prevention awareness programs are based upon the dual concept of eliminating/detering/ minimizing opportunities for crime or prohibited conduct while encouraging students and employees to assume responsibility for their own safety and the safety of others by taking common sense precautionary measures. The following is a listing of the crime prevention programs offered by Leeward CC:

- **Security Patrol:** Visible presence of the security officers is conducted via routine cart and foot patrols. The patrols make the officers readily available in times of need, serve as a deterrent to unwanted individuals and prohibited activities, and provide campus survey for threats and unsafe conditions.
- **Surveillance Cameras System:** Electronic surveillance cameras are located at critical locations (e.g., the campus cashier window, the cafeteria entrance) or at strategic vantage points to provide a panoramic view of campus facilities/grounds. This system increases the awareness and capability of Campus Security. A similar system with remote monitoring is being considered for the new Waianae campus under construction.
- **Escort Service:** Campus Security Officers provide walking escort services for anyone when requested. An escort may be requested by calling: Pearl City campus call x611 (on-campus telephone) or 455-0611 (off-campus telephone or cell phone); Wai'anae campus call x711 (on-campus telephone) or 454-4711 (off-campus telephone or cell phone). The security escort will walk the requestor to a facility or vehicle parked on campus.
- **Emergency "Code Blue" Call Boxes:** There are emergency "Code Blue" call boxes located throughout the Pearl City campus. When activated, the caller will be automatically connected to a campus security officer for service or assistance. "Code Blue" call boxes are tested regularly and are located in the following areas:

#### **1<sup>st</sup> Floor (Ground) Call Box Locations**

Administration (AD) Building (south-west corner facing Lion Courtyard)  
Arts & Music (AM) Building (south-east corner facing Theater Courtyard)  
Automotive Building (main entrance)  
Biological Science (BS) Building (south-east corner facing stairwell)  
Drafting Arts (DA) Basement (south side)  
Language Arts (LA) Building (south-west corner facing BE Building)  
Math and Sciences (MS) Building (south-east corner facing DA Building)

#### **2<sup>nd</sup> Floor (Street-Level) Call Box Locations**

Bus Stop

- **Facilities and Grounds Surveys:** All potential safety and security hazards observed by security officers are promptly reported to the appropriate individual/unit for corrective action. The security office supervisors participate in the review of safety issues and related concerns. All members of the campus community are encouraged to report to the campus Administration any unsafe

- conditions as well as potentially suspicious activities and individuals.
- **Crime Prevention and Safety Outreach Programs:** Various crime prevention and safety educational and informational programs are delivered to students and employees through various outlets including, but not limited to, the following; the Annual Security Report, the College website, special workshops, seminars, and presentations, email notification, the campus bulletin, crime prevention and awareness posters and packets, bulletin boards, and digital signage display screens. These programs focus on developing sound personal safety and property protection habits and to actively practice crime prevention. Periodically, in cooperation with other College units and departments, seminars are presented on sexual assault, harassment, workplace violence, and other crime awareness and prevention topics.
- **Safety Tips:** Leeward CC is firmly committed to providing a safe and secure learning and working environment. Policies and procedures are designed to ensure that every possible precautionary measure is taken to protect persons and property. Please be aware, however, that preventive efforts on your part can effectively reduce your chances of becoming a victim of a crime-related event. Criminals often act when opportunities to commit crimes present themselves. By taking proactive precautions, such opportunities may be minimized.

A successful campus safety awareness program needs the cooperation, involvement, and support of all students, faculty, and staff. Please exercise these simple, common sense precautions while on campus:

- Park and walk in lighted areas; use the “buddy system” by walking with others; use the campus escort service.
  - Report any suspicious persons or activities; report all incidents no matter how minor; report injuries or damages immediately.
  - Be careful when using elevators; exit the elevator if a suspicious person enters the elevator.
  - Be sure to lock and secure windows and doors in your office and room; lock your vehicles; secure bicycles; store valuables out of sight of others.
  - Never loan keys to anyone; they may be lost, stolen, or duplicated.
  - Mark or engrave your belongings; do not leave your belongings/valuables unattended.
  - Register your bicycle/moped with the City and County License Registration Department.
  - Let someone know that you are working odd hours or will be in the building after normal business hours.
  - Familiarize yourself with the locations of telephones, emergency “Code Blue” call boxes, and the Security Office.
  - Keep alert; be aware of your surroundings.
  - Walk briskly; be aware of anyone walking behind you.
  - Have keys ready when approaching your vehicle so that you can minimize the time to get into your vehicle.
- **ALCOHOL AND DRUG POLICY:** In conformance with the existing law, students, faculty, and staff are not permitted to manufacture, distribute, possess, use, dispense, or be under the influence of illegal drugs and/or alcohol as prohibited by state and federal law at College-sponsored or approved events or on College property or in buildings used by the College for education, research, or recreational programs.

Consumption of alcoholic beverages is forbidden in all public and common areas. Serving of alcoholic beverages at special events requires a special permit issued by the Leeward CC Chancellor.

Consistent with its mission, the College will cooperate with law enforcement agencies responsible for enforcing laws relating to the use of illegal drugs and alcohol. Students found in violation shall be subject to the provisions of the ***Student Conduct Code***. Faculty and staff found in violation are subject to disciplinary action as provided in collective bargaining agreements, University of Hawai‘i policy, and other applicable state laws and rules. The complete notice to students and employees regarding the University of Hawai‘i drug-free workplace policies, is available on the following website:

- **SUBSTANCE ABUSE EDUCATION PROGRAMS:** Leeward CC encourages students, faculty, and staff to seek assistance in overcoming drug or alcohol abuse. Early recognition and treatment are important for successful rehabilitation. Students may contact the Dean of Student Services (455-0260) for assistance regarding counseling and treatment referral services. Faculty and staff may contact their supervisors for assistance and referral services. The State Department of Health has contracts with numerous private agencies to provide a range of counseling and treatment services. A sample listing of assistance and treatment services can be found in this document...Section 1 – Quick Reference Guide.

For employees with drug or alcohol issues, the College maintains an Employee Assistance Program (EAP) through a contact with WorkLife Hawai'i. The EAP provides confidential, short-term professional counseling services to employees that may be experiencing a range of personal problems and challenges such as substance abuse and that may be affecting their job performance. Participation in the program is voluntary and based primarily on self-referral. WorkLife Hawai'i provides each referred employee up to 3 hours of free services and options for continuing assistance and care.

- **WEAPONS POLICY:** The possession or use of illegal, lethal, or dangerous weapons on College premises is strictly prohibited. Illegal, lethal, or dangerous weapons include, but are not limited to; firearms, ammunition, spear guns, explosives, dangerous substances, or replica firearms (such as pellet guns, airsoft guns, water guns, and toy guns). Any person found in violation of this policy may be subject to all applicable state and federal laws, University/College policy, and the *Student Conduct Code*. Should you suspect or discover someone on campus in possession of a weapon, contact the Campus Security Offices located at either the Pearl City or Wai'anae campuses immediately.

## SECTION 6 – SEXUAL ASSAULT PREVENTION AND RESPONSE

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- **TITLE IX AND POLICY REGARDING SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING:** The University of Hawai‘i and Leeward CC is committed to maintaining and promoting a safe and respectful campus environment that is free from all forms of sex discrimination and gender-based violence. This includes: sex discrimination; sexual harassment; gender-based harassment, including harassment based on actual or perceived sex, gender, sexual orientation, gender identity, or gender expression; sexual exploitation; sexual assault; domestic violence; dating violence; and stalking. These are very serious crimes and should be reported immediately to one of the following:
  - Sex Abuse Treatment Center Hotline (524-7273)
  - Hawaii State Coalition Against Domestic Violence (841-0822)
  - Honolulu Police Department (911)
  - Campus Security (Pearl City Campus: 455-0611; Wai‘anae Campus: 454-4711)
  - Title IX Coordinator (455-0213)

Reportage of these crimes should be made regardless whether the victim plans to press formal charges. A victim’s physical and emotional wellbeing is of paramount concern and steps will be taken to ensure that security officers offer timely, supportive, and sensitive assistance. If a student is a victim, the Dean of Student Services and/or the Deputy Title IX Coordinator for Students, upon request from the student, will provide assistance in notifying the proper authorities. The College’s Human Resource Office through the Deputy Title IX Coordinator for Employees will provide similar assistance to faculty and staff who are victims.

Any member of the University of Hawai‘i community who commits any acts of sexual misconduct is subject to criminal prosecution under federal and state laws and University administrative disciplinary procedures. For students, the Dean of Student Services, or designee, will be responsible for any campus administrative action by the College against a student assailant in accordance with the ***Student Conduct Code***. Assailants who are employees are subject to sanctions in accordance with State of Hawai‘i and University of Hawai‘i rules, regulations, and provisions of collective bargaining agreements. Whether a student or an employee is an assailant, a variety of sanctions may be imposed, including dismissal from school or loss of employment. All University disciplinary procedures provide due-process protection for the complainant and the respondent. At the conclusion of mandated investigations and hearings, both the complainant and the respondent shall be informed of the decision and sanction(s).

The University of Hawai‘i has established Executive Policy EP1.204 – Interim Policy and Procedure on Sex Discrimination and Gender-Based Violence. This policy provides for an integrated and consistent approach to preventing, reporting, and promptly responding to all forms of sex discrimination and gender-based violence across all ten campuses of the UH System, to include Leeward CC.

Support services and resources for victims of sex discrimination, gender-based violence, or any other form of sexual misconduct are listed in this document under Section 1 – Quick Reference Guide. Additional information, to include University of Hawai‘i’s policies and procedures on sexual misconduct, are available at the following websites:

University of Hawai‘i Title IX and the Office of Institutional Equity:  
<http://www.hawaii.edu/titleix/>

University of Hawai‘i Community Colleges Sexual Misconduct Resources  
<http://www.uhcc.hawaii.edu/titleIX/index.php>

Leeward Community College Title IX:  
<http://www.leeward.hawaii.edu/titleix>

In addition, a Title IX Resource Guide has been developed by the UH System that outlines specific campus

sexual misconduct policies, procedures, and victim services. This publication is available at the following website:

<http://www.uhcc.hawaii.edu/titleIX/docs/TitleIXBrochure.pdf>

Act 208, Session Laws of Hawai'i 2016, provided additional mandates of the University of Hawai'i System with respect to Title IX and VAWA. A significant portion of the Act requires all faculty members to be considered as Responsible Employees with the legal obligation of reporting incidents of sexual discrimination and gender-based violence. Additionally, the Act required that all students be trained annually; that new employees be trained within 30 days of employment, and that all University employees be trained within one year of the legislation's enactment and every two years thereafter. While the online training course for students is currently under development, the online training by the contracted Law Room is available for University employees to complete and covers all aspects of Title IX and VAWA. The University is able to identify all employees who have completed the training to ensure compliance.

- **VICTIMS OF SEXUAL ASSAULT:** It is critical that the victim of a sexual offense be provided with an unbiased, non-judgmental, and sensitive response and be provided a sense of safety and support. A victim of a sexual offense has the option of notifying proper law enforcement authorities (Honolulu Police Department – 911); notifying Campus Security (Pearl City Campus 455-0611 or Wai'anae Campus 454-4711); seeking the service of a confidential resource; and/or reporting to the College Title IX Coordinator or Deputy Coordinator(s). Available campus and community resources should be thoroughly explained and an appropriate referral made should the victim so desire. In conjunction with the victim, interim measures intended to safeguard and promote the feeling of security should be developed and implemented.

The Dean of Student Services and/or the Deputy Title IX Coordinator for Students, will provide assistance for students who would like to change their academic and/or living situation following an alleged incident, as well as for those students who need or request counseling. The Human Resources Office, through the Deputy Title IX Coordinator for Employees, will provide similar levels of support services to employees.

When possible, every attempt at preserving any physical evidence of the sexual assault should be made. Preservation of evidence includes not showering or disposing of any damaged clothing or other items that are present during or after the incident. Such steps may assist in the apprehension and prosecution of the assailant and to prevent others from becoming victims of similar crimes. Under no circumstances should the victim be forced to preserve physical evidence. Such efforts, while well-intended, may serve to re-victimize the individual.

The University of Hawai'i has established Executive Policy EP1.204 – Interim Policy and Procedure on Sex Discrimination and Gender-Based Violence. This policy and procedure provides for an integrated and consistent approach to preventing, reporting, and promptly responding to all forms of sex discrimination and gender-based violence across all ten campuses of the UH System, to include Leeward CC.

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<http://www.uhcc.hawaii.edu/titleIX/index.php>

Leeward Community College Title IX:  
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In addition, a Title IX Resource Guide has been developed by the UH System that outlines specific campus sexual misconduct policies, procedures, and victim services. This publication is available at the following website:

<http://www.uhcc.hawaii.edu/titleIX/docs/TitleIXBrochure.pdf>

- **SEXUAL ASSAULT VICTIMS' BILL OF RIGHT:** The “Campus Sexual Assault Victims’ Bill of Rights” (Victim’s Bill of Rights) was signed into law by President George Bush in July of 1992. This law requires that all colleges and universities participating in federal student financial aid programs afford sexual assault victims certain basic rights. The Victim’s Bill of Rights is a part of the Campus Security reporting requirements associated with the Clery Act. The Victim’s Bill of Rights includes the following provisions:
  - Survivors shall be informed of their options to notify law enforcement
  - Accuser and the accused must have the same opportunity to have others present
  - Both parties shall be informed of the outcome of any disciplinary proceeding
  - Survivors shall be notified of available counseling services
  - Survivors shall be notified of options for changing academic and living situations
  
- **SEX OFFENDER REGISTRY:** In accordance with the Campus Sex Crimes Prevention Act (CSCPA) of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act, the Family Educational Rights and Privacy Act of 1974 (FERPA), and Chapter 846E of the Hawai‘i Revised Statutes, the Hawai‘i Criminal Justice Data Center maintains a central repository of registered sex offenders for the State of Hawai‘i. These laws require institutions of higher education to issue a statement advising the campus community where information concerning registered sex offenders may be obtained. It also requires sex offenders to provide notice of each institution of higher education at which the person is either employed, carries a vocation, or is a student.

A listing of all registered sex offenders in Hawai‘i is available to the general public via an online database at the following website:

<http://sexoffenders.ehawaii.gov/sexoffender/welcome.html>

## SECTION 7 – CRIME STATISTICS

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- **DEFINITIONS OF CLERY ACT CRIMES:** (Crime Definitions from the *Uniform Crime Reporting Handbook* and Sex Offenses Definitions from the *National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program*)
  - **Murder and Non-Negligent Manslaughter:** The willful (non-negligent) killing of one human being by another. Note: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.
  - **Negligent Manslaughter:** The killing of another person through gross negligence.
  - **Sexual Assault (Sex Offenses):** Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.
    - **Rape:** The 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. This offense includes the rape of both males and females.
    - **Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
    - **Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
    - **Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.
  - **Robbery:** The taking or attempting 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:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.
  - **Burglary:** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.
  - **Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle (classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned – including joy riding).
  - **Arson:** The willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another kind.
  - **Liquor Law Violations:** The violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to 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. Note: Drunkenness and driving under the influence are not included in this definition.
  - **Drug Abuse Violations:** Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone's); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

- **Weapon Law Violations:** The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.
- **Domestic Violence Statistics** (ref. Title 42 of the United States Code; Section 13925): 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 who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, 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.
- **Dating Violence Statistics** (ref. Title 42 of the United States Code; Section 13925): 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 shall be determined based on a consideration of the following factors; 1) the length of the relationship, 2) the type of relationship, 3) the frequency of interaction between the persons involved in the relationship.
- **Stalking Statistics** (ref. Title 42 of the United States Code; Section 13925): 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.
- **DEFINITIONS OF HATE CRIMES:** (Crime Definitions from the *Uniform Crime Reporting Hate Crime Data Collection Guidelines* and *Training Guide for Hate Crime Data Collection*)

- **Hate Crimes:** Crimes that manifest evidence that the victim was intentionally selected because of the victim's race, gender, religion, sexual orientation, ethnicity/national origin, or disability.

Leeward CC is required to report statistics for hate (bias) related crimes by the following types of bias; race, religion, sexual orientation, gender, gender identity, disability, ethnicity, national origin. Reportable hate crime classifications include; murder/non-negligent manslaughter, negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law violations, drug violations and/or illegal weapons possession and larceny, vandalism, intimidation, and simple assault, and any crimes involving bodily injury to any person.

- **Larceny:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.
- **Vandalism:** To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.
- **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.
- **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.

If a hate crime occurs where there is an incident involving intimidation, vandalism, larceny, simple assault, or other bodily injury, the law requires that the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of the compliance document.

- **DEFINITIONS OF CLERY ACT GEOGRAPHY:** Crime statistical data compiled for this report is provided for the campus physical, or geographical, parameters as defined as follows:

- **On-Campus Property**

Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls;  
...and...

Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of the definition, that is owned by an institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

- **Non-Campus Property**

Any building or property owned or controlled by a student organization that is officially recognized by the institution;  
...or...

Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

- **Public Property**

All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

## CRIMINAL OFFENSES – PEARL CITY CAMPUS

Offense	Year	Geographic Location		
		On-Campus Property	Non-Campus Property	Public Property
Murder/Non-Negligent Manslaughter	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Manslaughter by Negligence	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Rape	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Fondling	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Incest	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Statutory Rape	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Robbery	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Aggravated Assault	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Burglary	2013	1	0	0
	2014	2	0	0
	2015	0	0	0
Motor Vehicle Theft	2013	1	0	0
	2014	1	0	0
	2015	1	0	0
Arson	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Domestic Violence	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Dating Violence	2013	0	0	0
	2014	0	0	0
	2015	1	0	0
Stalking	2013	0	0	0
	2014	0	0	0
	2015	4	0	0
Liquor Violations - Arrest	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Liquor Violations - Discipline	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Drug Violations - Arrest	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Drug Violations - Discipline	2013	2	0	0
	2014	0	0	0
	2015	1	0	0
Weapons Violations - Arrest	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Weapons Violations - Discipline	2013	0	0	0
	2014	0	0	0
	2015	0	0	0

Note on revision:  
 On October 10, 2018, security personnel noticed an error in reporting the location of an incident in 2015. The revisions correcting the location were made on October 10 to ASR 2016, ASR 2017 and ASR 2018. The revision has recategorized a 2015 fondling incident, which was incorrectly labeled as taking place on Pearl City Public Property, and correctly identified it as occurring on the Wai'anae On-Campus Property.

## CRIMINAL OFFENSES – WAI ANAE CAMPUS

Offense	Year	Geographic Location		
		On-Campus Property	Non-Campus Property	Public Property
Murder/Non-Negligent Manslaughter	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Manslaughter by Negligence	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Rape	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Fondling	2013	0	0	0
	2014	0	0	0
	2015	1	0	0
Incest	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Statutory Rape	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Robbery	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Aggravated Assault	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Burglary	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Motor Vehicle Theft	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Arson	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Domestic Violence	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Dating Violence	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Stalking	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Liquor Violations - Arrest	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Liquor Violations - Discipline	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Drug Violations - Arrest	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Drug Violations - Discipline	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Weapons Violations - Arrest	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
Weapons Violations - Discipline	2013	0	0	0
	2014	0	0	0
	2015	0	0	0

## HATE CRIMES – PEARL CITY CAMPUS

Offense	Year	Race	Religion	Sexual Orientation	Gender	Gender Identity	Ethnicity	National Origin	Disability
Murder/Non-Negligent Manslaughter	2013	0	0	0	0	0	0	0	0
	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0
Sexual Assault	2013	0	0	0	0	0	0	0	0
	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0
Robbery	2013	0	0	0	0	0	0	0	0
	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0
Aggravated Assault	2013	0	0	0	0	0	0	0	0
	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0
Burglary	2013	0	0	0	0	0	0	0	0
	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0
Motor Vehicle Theft	2013	0	0	0	0	0	0	0	0
	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0
Arson	2013	0	0	0	0	0	0	0	0
	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0
Larceny-Theft	2013	0	0	0	0	0	0	0	0
	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0
Simple Assault	2013	0	0	0	0	0	0	0	0
	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0
Intimidation	2013	0	0	0	0	0	0	0	0
	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0
Destruction/Damage/Vandalism of Property	2013	0	0	0	0	0	0	0	0
	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0

## HATE CRIMES – WAI ANAE CAMPUS

Offense	Year	Race	Religion	Sexual Orientation	Gender	Gender Identity	Ethnicity	National Origin	Disability
Murder/Non-Negligent Manslaughter	2013	0	0	0	0	0	0	0	0
	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0
Sexual Assault	2013	0	0	0	0	0	0	0	0
	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0
Robbery	2013	0	0	0	0	0	0	0	0
	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0
Aggravated Assault	2013	0	0	0	0	0	0	0	0
	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0
Burglary	2013	0	0	0	0	0	0	0	0
	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0
Motor Vehicle Theft	2013	0	0	0	0	0	0	0	0
	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0
Arson	2013	0	0	0	0	0	0	0	0
	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0
Larceny-Theft	2013	0	0	0	0	0	0	0	0
	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0
Simple Assault	2013	0	0	0	0	0	0	0	0
	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0
Intimidation	2013	0	0	0	0	0	0	0	0
	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0
Destruction/Damage/Vandalism of Property	2013	0	0	0	0	0	0	0	0
	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0

## SECTION 8 – CAMPUS MAPS

### PEARL CITY CAMPUS GEOGRAPHICAL BOUNDARIES FOR STATISTICAL REPORTING PURPOSES

Address: 96-045 Ala 'Ike, Pearl City, HI. 96782

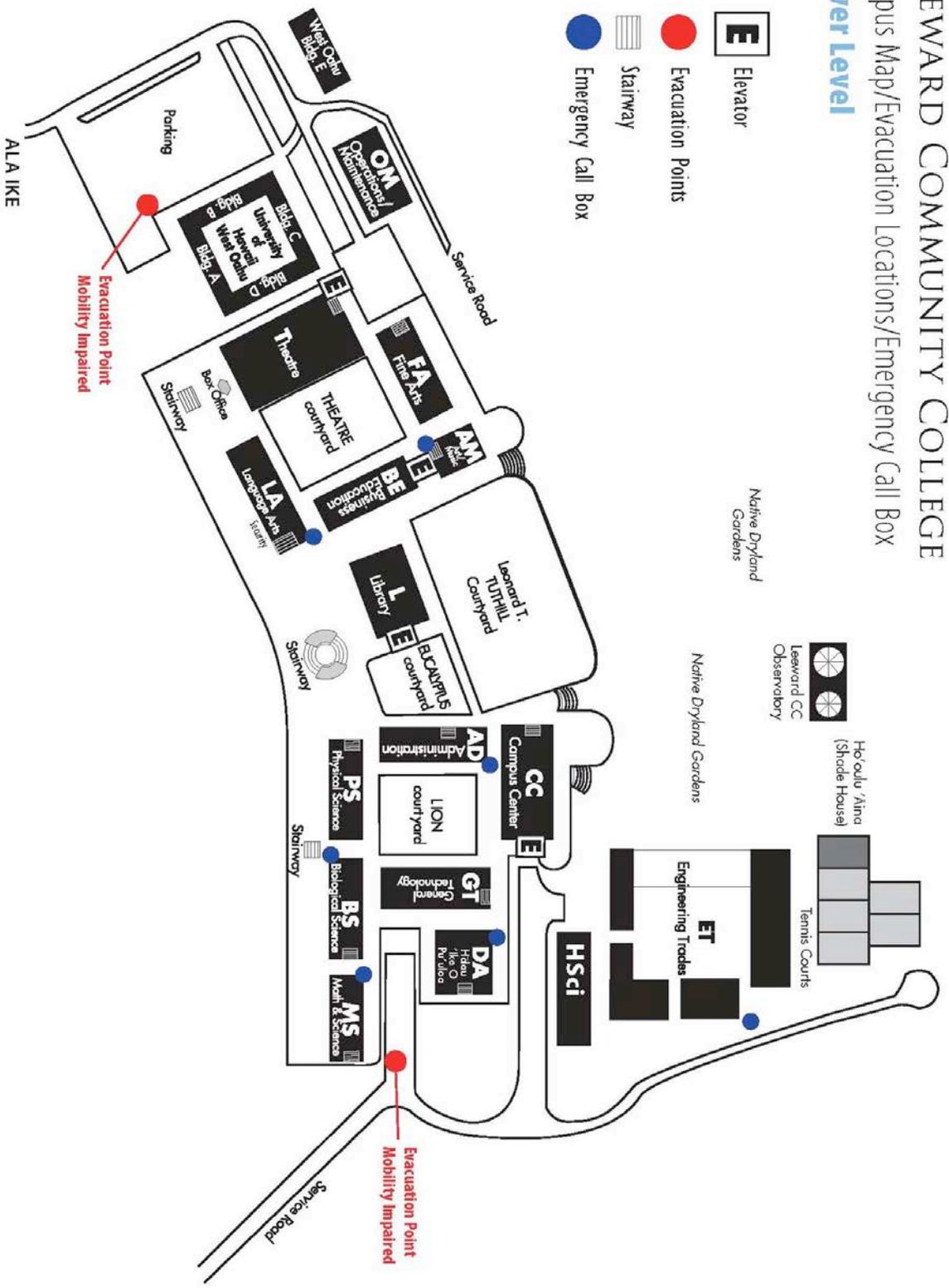


# LEEWARD COMMUNITY COLLEGE

## Campus Map/Evacuation Locations/Emergency Call Box

### Lower Level

-  Elevator
-  Evacuation Points
-  Stairway
-  Emergency Call Box

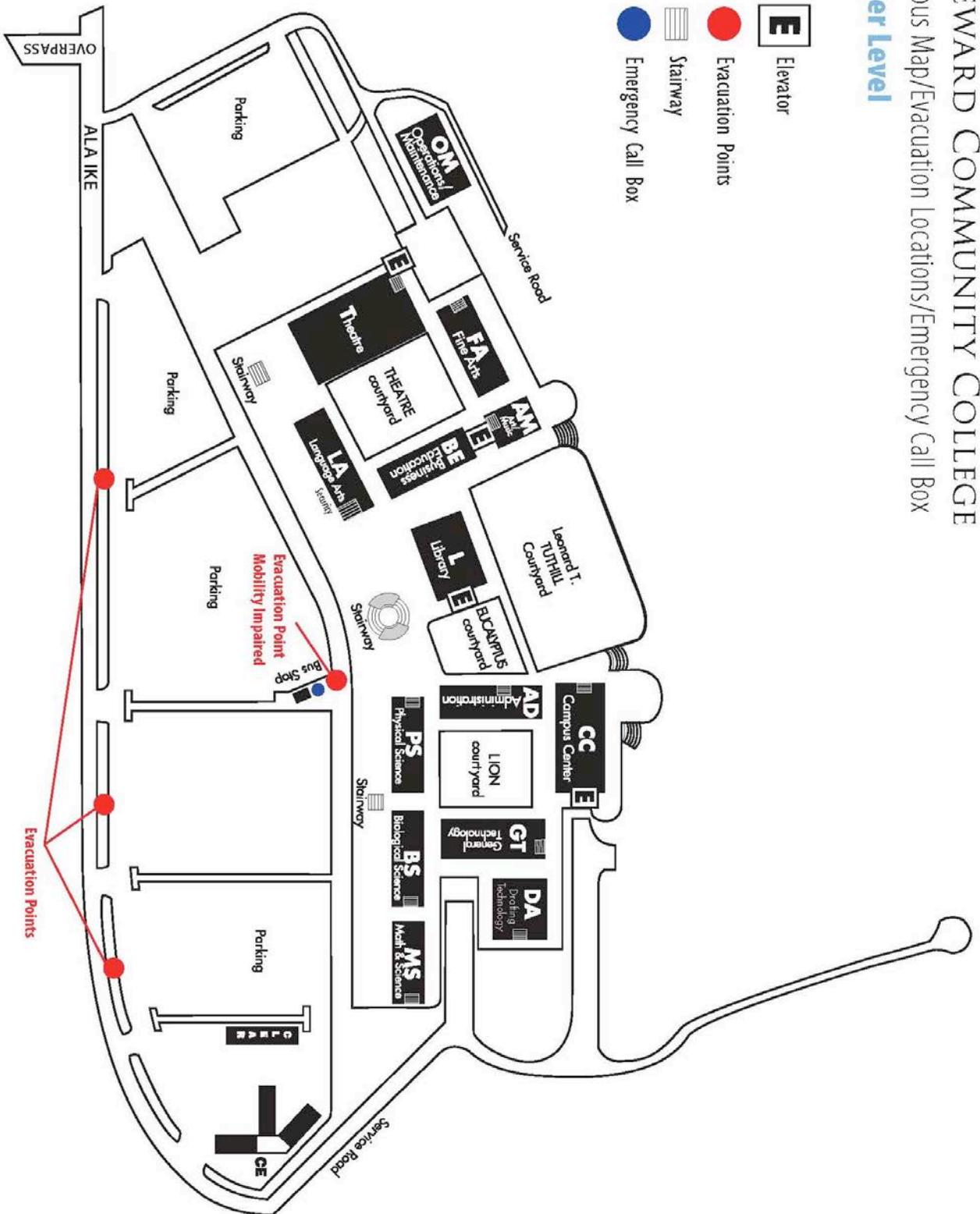


# LEEWARD COMMUNITY COLLEGE

## Campus Map/Evacuation Locations/Emergency Call Box

### Upper Level

-  Elevator
-  Evacuation Points
-  Stairway
-  Emergency Call Box



# WAI'ANAE CAMPUS GEOGRAPHICAL BOUNDARIES FOR STATISTICAL REPORTING PURPOSES

Address: 86-088 Farrington Highway, Wai'anae, HI. 96792





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