



## BOARD POLICY

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**TITLE: REPORTING OF CRIMINAL ACTIONS AND OTHER EMERGENCIES**

**BOARD POLICY # 612**

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The safety of students, employees, and visitors is a high priority to Umpqua Community College (UCC). Therefore, in conformity with the Crime Awareness and Campus Security Act, UCC urges its employees, students, and visitors to report all criminal actions and other emergencies occurring on campus or at related off-campus sites to an appropriate authority, as stated in Administrative Procedure #612. This means that all emergencies, including crimes in progress, should be reported immediately to 9-1-1, with a follow-up contact to the Campus Security Department, and all other criminal actions should be reported promptly to the Campus Security Department, a Campus Security Authority (CSA), or local law enforcement.

UCC employees and other persons designated as CSAs are identified in Administrative Procedure #612. CSAs are required to notify the Campus Security Department of any reports or other knowledge of criminal actions involving UCC facilities, employees, students, or visitors to UCC. Information regarding criminal actions will be forwarded to the appropriate law enforcement agency in whose jurisdiction the incident occurred.

Reports may be made confidentially and/or anonymously as stated on the Campus Security Department's website ([www.umpqua.edu/security](http://www.umpqua.edu/security)) and in Administrative Procedure #612.

### RESPONSIBILITY

The Chief of Security is responsible for implementing and updating this policy. Specific guidance for policy implementation may be found in the associated Administrative Procedure(s).

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**NEXT REVIEW DATE:**

**DATE OF ADOPTION:**

**DATE(S) OF REVISION: 2/14/2018**

**DATE(S) OF PRIOR REVIEW:**