

# **COLUMBIA COLLEGE HOLLYWOOD**

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## **2019 ANNUAL SECURITY REPORT**

Main Campus  
Columbia College Hollywood  
18618 Oxnard Street  
Los Angeles, CA 91356  
(818) 345-8414  
[columbiacollege.edu](http://columbiacollege.edu)

Branch Campus  
Flashpoint Chicago  
28 North Clark Street, Suite 500  
Chicago, IL 60602  
(312) 506-0600  
[flashpoint.columbiacollege.edu](http://flashpoint.columbiacollege.edu)

## 2019 ANNUAL SECURITY REPORT

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## 2019 ANNUAL SECURITY REPORT

### INTRODUCTION

Choosing a postsecondary educational institution is a major decision for students and their families, and along with academic, financial, and geographic considerations, the issue of campus safety is a vital concern.

To help inform students and their families about campus safety, the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) requires all eligible institutions that participate in federal student aid programs under Title IV of the Higher Education Act of 1965 (Title IV) to prepare, publish, and distribute annual security reports disclosing specified campus crime statistics and campus security policies.

In compliance with the U.S. Department of Education and the Clery Act, Columbia College Hollywood has prepared this Annual Security Report to keep prospective students, current students, parents, and employees well informed about campus security on the Los Angeles main campus.

The information contained in this report empowers students, faculty, staff, and visitors to take control of their personal well-being and assist them in ensuring the safety and security of the entire campus community.

### ANNUAL SECURITY REPORT PREPARATION

This report is prepared by the campus security authorities in cooperation with local law enforcement agencies and the Lead Title IX Coordinator. These entities provide updated information on their educational efforts and programs to comply with the Clery Act.

#### CAMPUS SECURITY AUTHORITIES

Patrick Olmstead  
Vice President, Operations  
LA Main Campus  
18618 Oxnard Street  
Los Angeles, CA. 91356  
(818) 401-1041  
polmstead@columbiacollege.edu

Ernesto Paras  
Senior Vice President, Operations  
Flashpoint Chicago  
28 North Clark Street, 5<sup>th</sup> Floor  
Chicago, IL. 60602  
(312) 506-0638  
ernestoparas@columbiacollege.edu

#### LEAD TITLE IX COORDINATOR

Kelly Parker  
Vice President, Student Affairs  
Columbia College Hollywood  
18618 Oxnard Street  
Los Angeles, CA 91356  
(818) 345-9245  
kparker@columbiacollege.edu

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act) and the State of Illinois Campus Security Enhancement Act, a copy of this Annual Security Report is available online at [columbiacollege.edu](http://columbiacollege.edu).

A hard copy may be obtained by contacting Los Angeles campus Vice President of Operations, Patrick Olmstead at [polmstead@columbiacollege.edu](mailto:polmstead@columbiacollege.edu) or Flashpoint Chicago Senior Vice President of Operations, Ernesto Paras at [ernestoparas@columbiacollege.edu](mailto:ernestoparas@columbiacollege.edu).

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## **CRIME REPORTING POLICIES**

### **MANDATORY ANNUAL CRIME STATISTICS REPORT PREPARATION**

Each year, in accordance with the Clery Act, the college is required to report on the status of campus security, including crime statistics for the previous three years concerning reported crimes that occurred on campus, in certain non-campus buildings, on property owned or controlled by Columbia College Hollywood, and on public property within, or immediately adjacent to and accessible from, a Columbia College Hollywood campus. These are crimes that have been reported to the campus Operations and/or a Safety & Security Officer by a victim who has filed a report, by a campus Safety & Security Officer who has been made aware of a criminal incident, by designated campus officials including, but not limited to, the President & CEO, vice presidents, deans, directors, coordinators, managers, faculty, instructors, and advisors to students and student organizations, or by other law enforcement agencies. Relevant statistics reported to local law enforcement agencies are integrated as well.

For the purposes of mandatory Clery Act reporting, Columbia College Hollywood does not own, operate, or control any on-campus or non-campus student housing.

The report also includes institutional policies on campus safety and security, such as policies concerning alcohol and drug use, crime prevention and reporting, and information concerning sexual misconduct and relationship violence. Please see the *Campus Crime Statistics* section of this report for detailed information.

### **CAMPUS SECURITY ENFORCEMENT AND CRIME REPORTING PROCEDURES**

All campus security authorities, including staff and administrators, faculty advisors, and others who have relevant interactions with students, have an obligation to forward information on offenses reported to them to the appropriate outside authorities for inclusion in the Annual Security Report.

Columbia College Hollywood's Los Angeles campus has certain mandatory crime reporting obligations under California state law. The California Child Abuse Neglect and Reporting Act (CANRA) Penal Code section 11164 requires employees to report known or suspected instances of child abuse or neglect to law enforcement. Penal Code section 11160 requires prompt, mandatory reporting to law enforcement by health care practitioners when they provide medical services to a person they know or are reasonably suspect is suffering from wounds inflicted by a firearm or are result of assaultive or abusive conduct.

Columbia College Hollywood's professional counselors inform clients of the procedures for reporting crimes to the Operations department and/or Title IX Coordinator on a voluntary and confidential basis. A procedure is in place to anonymously capture crime statistics disclosed confidentially during counseling sessions.

### **VOLUNTARY CRIME REPORTING**

While not required, the college strongly encourages anyone who becomes aware of behavior that may constitute a violation of federal, state, or local law to report the incident to local law enforcement. The college can provide support, resources, and assistance to those who do so.

Students are encouraged to report any suspicious persons or activities – for example, someone loitering for no apparent reason in the lobbies, parking areas, patios, entrances, and service areas – to the campus Safety Officer, a Security Officer, a campus security authority, or the front office staff. Students are encouraged to keep their valuables with them at all times.

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To report any crime, accident, or serious injury:

1. Call 911
2. Report the incident to the Safety Officer or Security Officer on duty
3. Report the incident to the appropriate campus security authority on campus:
  - At Flashpoint Chicago, report the incident to the Campus Safety Department
  - At the Los Angeles campus, report the incident to the Operations Department

An incident of sexual misconduct, relationship violence, sexual assault, stalking or a Title IX violation may be reported verbally or in writing to the Title IX Coordinator or Deputy Title IX Coordinator on the relevant campus. Any person may report a crime or Title IX violation, including third parties and bystanders.

#### **TITLE IX COORDINATOR**

Kelly Parker, Vice President of Student Affairs  
(818) 345-9245  
kparker@columbiacollege.edu

#### **LOS ANGELES CAMPUS DEPUTY TITLE IX COORDINATOR**

Brenda Serrano, Director of Student Life, Los Angeles  
(818) 401-1292  
bserrano@columbiacollege.edu

#### **CHICAGO CAMPUS DEPUTY TITLE IX COORDINATOR**

Beth Cooper, Director of Student Success, Flashpoint Chicago  
(312) 506-0719  
beth.cooper@columbiacollege.edu

Confidential reports can be made by using the college's In Touch service, which is available 24 hours a day. Individuals can choose to contact In Touch via email at [columbiacollege@getintouch.com](mailto:columbiacollege@getintouch.com) or, submit a concern via web at [www.intouchwebsite.com/columbiacollege](http://www.intouchwebsite.com/columbiacollege).

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## **EMERGENCY NOTIFICATIONS & TIMELY WARNING**

The college utilizes a variety of methods and channels, including the campus-wide emergency notification system, to issue emergency notifications and timely warnings. These notification methods may also be used to notify students, faculty, and staff in the event of an unplanned campus closure due to extreme and unsafe weather conditions.

In the event of an actual emergency, the campus community will be notified via the following channels of communication:

- Columbia College Hollywood's Gmail electronic mail system
- The emergency notification system
- Classroom announcements
- SMS text message

In order to receive emergency notifications and timely warnings by email, students and employees are advised to take responsibility for regularly checking their email inboxes.

## **COLUMBIA COLLEGE HOLLYWOOD EMERGENCY NOTIFICATION SYSTEM**

In order to receive emergency notifications through the emergency notification system, individuals must opt-in to the college's emergency notification system service and choose to either receive emergency notifications via one of the following:

- A cellphone number that can receive SMS text messages
- A Columbia College Hollywood email account
- A personal email account supplied by the student or staff member.

Instructions on how to opt-in to the college's emergency notification system will be provided to all incoming students and employees during their orientation. Students and employees can go to the Campus Safety Department or contact Operations leadership to obtain information on how to opt-in to the college's emergency notification system or more information on emergency procedures.

Members of the larger community who are interested in receiving information about emergencies on campus can sign up for the College's emergency notification system.

## **EMERGENCY NOTIFICATIONS**

Emergency notifications can be triggered by any significant emergency, or dangerous situation that is currently occurring on or imminently threatening the health and safety of students, faculty and staff on campus, including Clery Act crimes.

In the event of a confirmed emergency, the campus community will be notified through Columbia College Hollywood's emergency notification system and classroom announcements. Students, faculty, and staff are expected to take responsibility for regularly checking their email.

If a situation occurs and it is perceived to be an immediate threat or health/safety concern to students, staff, and faculty, the campus security authorities, including Campus Safety and/or Operations department leadership, will work to gather critical information and assess the situation. If it is determined that the presence of a genuine threat exists, the CSAs will then confer with executive administration on campus to confirm that the presence of a significant emergency or dangerous situation exists.

An emergency notification will be issued via the emergency notification system in order to notify students, faculty, and staff as one group. The emergency notification may also be issued by campus-wide SMS text messaging, voice mail, and on the campus website. When notifying the campus community, the campus security authorities will ensure that the emergency message will contain 1) the type of threat or emergency, 2) who the threat or emergency affects, and 3) the actions to be taken by the campus community.

Once an emergency situation has been confirmed, and it is determined that the college must notify the campus community via the college's emergency notification system, the campus security authorities will notify the following groups or individuals in the order listed below.

At Flashpoint Chicago:

1. All members of the Campus Safety Department and the Emergency Response Team
2. Students, Faculty, and Staff on campus
3. Emergency Services - 911
4. Burnham Center Security

At the Los Angeles Campus:

1. The Emergency Response Team
2. Students, Faculty, and Staff on campus
3. Emergency Services – 911

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Columbia College Hollywood will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the emergency notification system, unless issuing a notification will, in the professional judgment of first responders (including, but not limited to, the Emergency Response Team, Police Department, Fire Department, or Emergency Medical Services), compromise efforts to assist a victim or to contain, respond, or otherwise mitigate the emergency.

## **TIMELY WARNINGS**

Columbia College Hollywood's campus security authorities, including the Campus Safety Department in Chicago and Operations Department in Los Angeles, in consultation with the college's executive administration, are the departments within the institution responsible for issuing timely warnings in compliance with the Jeanne Clery Act.

In the event that a Clery crime has occurred within the college campus's Clery geography, is reported to Operations leadership, a Safety Officer, or a Security Officer, and is considered to represent an ongoing or continuing threat to the campus community, a timely warning will be provided in order to keep the campus community informed about related safety and security matters on an ongoing basis and in an effort to prevent similar crimes from occurring.

The decision of whether to issue a timely warning will be decided on a case-by-case basis in compliance with the Clery Act and considering all available facts. Upon receipt of all relevant information, such warnings will, as circumstances warrant, be issued in a manner to best protect the campus community. The timing of the notification shall, in the first instance, be based upon whether the crime is considered a serious or continuing threat to students, faculty, or staff and the whether such notification will risk compromising law enforcement efforts.

## **TIMELY WARNING PROCEDURE**

On the Los Angeles campus, anyone with information warranting a timely warning should report the circumstances to the Operations Department or a Security Officer on duty. On the Chicago branch campus, reports can be made to the Campus Safety Department or a Safety Officer on duty. Upon receipt of all relevant information, such warnings will, as circumstances warrant, be issued in a manner to best protect the campus community.

When a determination has been made that a timely warning should be issued, the campus security authorities will immediately work with the Communications department to allow for appropriate and timely distribution of the warning to the campus and the surrounding community via the campus's emergency notification system and/or various other media. Media notification may include, as appropriate, any of the following communication channels:

- Columbia College Hollywood email
- Cellphone SMS text messages
- Voice mail
- Posting alerts and updates on the college website(s)

Timely warnings may include, but are not limited to, the type of crime; the date, time and location of the crime; and available suspect information. The timely warnings will at all times withhold as confidential the names and other identifying information of victims.

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## **CAMPUS SAFETY AND FACILITIES ACCESS**

Columbia College Hollywood is committed to providing students and employees on all campuses with a safe and secure environment in which to study and work. The Los Angeles Main Campus contracts with a security service that provides full-time security officers posted at entrances and exits to the building during all campus operating hours.

The Flashpoint Chicago branch campus employs a full-time Campus Safety Officer who is posted during all campus operating hours. Campus facilities are secured during times the school is not open.

In addition to posted security officers, the campuses are protected by a restricted-access card entry system. On the Los Angeles campus, a security officer is available to escort students to their vehicles upon request. The premises are also monitored by video surveillance cameras.

Columbia College Hollywood does not own, operate, or control any on-campus or non-campus student housing.

## **CAMPUS MONITORING AND RECORDING**

For the purposes of Clery Act reporting, Columbia College Hollywood does not have any officially recognized student organizations with noncampus locations.

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## **CAMPUS SECURITY EDUCATIONAL PROGRAMS**

Columbia College Hollywood students and employees are informed about crime prevention and personal safety through quarterly new student orientations and periodic employee orientations.

As the school becomes aware of relevant programs that address responsible practices and procedures that enhance personal safety, such information may be obtained on-campus from the Campus Safety Department at Flashpoint Chicago or the Los Angeles campus Operations department.

Campus security authorities on each campus maintain an emergency response manual that includes information about campus-specific emergency response and evacuation teams, incident priorities, and guidelines for shelter-in-place, lock-down, active shooter and evacuation procedures.

## **EMERGENCY EVACUATION DRILLS**

Campus security authorities on each campus coordinate semi-annual evacuation drills for the entire campus community. The purpose of an evacuation drill is to prepare the campus community for an organized evacuation in case of an emergency.

During the drill, the campus community practices emergency evacuation procedures. The drill clarifies the locations of the emergency exits in the buildings and provides guidance about the direction students, faculty, and staff should travel when exiting each facility for a short-term building evacuation. The college does not inform the campus community in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat.

In addition to educating the campus community about the evacuation procedures, drills also provide the college an opportunity to test the operation of fire alarm system components.



Students also receive information about evacuation and shelter-in-place procedures during their New Student Orientation. Campus safety department staff members are trained in these procedures as well and act as an on-going resource for the students and employees.

The college publicizes its emergency response and evacuation procedures via Columbia College Hollywood email to coincide with the college's evacuation drills. Each semi-annual emergency evacuation drill is documented to include a description of the exercise, the date the exercise was held, the time the drill started and ended, and whether the exercise was announced or unannounced.

## **ACTIVE SHOOTER EDUCATION PROGRAMS**

The Los Angeles campus conducts an annual active shooter drill in cooperation with local law enforcement. At Flashpoint Chicago, the Campus Safety Department conducts semi-annual active shooter seminars focused on preparing the college community with response strategies and procedures in the event of an active shooter incident on campus.

## **PERSONAL SAFETY EDUCATION**

While the school attempts to provide a safe and secure environment, students, faculty, staff, and campus visitors are ultimately responsible for their own safety. Safety is enhanced when students and employees take the following actions and precautions:

- Report all suspicious activity to Campus Security Authorities (CSA) immediately. CSAs include campus security staff, faculty, and administrative staff.
- Never take personal safety for granted.
- Avoid walking alone at night. Travel with a friend or companion.
- Avoid parking or walking in secluded or dimly lit areas.
- Limit your alcohol consumption and leave social functions that get too loud, too crowded, or that have too many people drinking excessively.
- Carry only small amounts of cash.
- Never leave valuables (wallets, purses, books, computers, etc.) unattended.
- Carry your keys with you at all times and don't lend them to anyone.
- Lock your car doors and close the windows when leaving your car.
- Never leave valuables in your car, especially if they are easily noticeable.
- Inventory your personal property and make records of the serial numbers of all items of value.
- Never admit anyone without a valid ID badge on campus/school premises.

As the school becomes aware of relevant programs that address responsible practices and procedures that enhance personal safety, such information may be obtained on-campus from Operations department leadership or campus safety staff.

## **SEXUAL MISCONDUCT AND RELATIONSHIP VIOLENCE**

### **STUDENT SEXUAL MISCONDUCT AND RELATIONSHIP VIOLENCE POLICY**

#### **I. POLICY STATEMENT**

It is the policy of Columbia College Hollywood to prohibit all forms of discrimination on the basis of sex in any education program or activity pursuant to Title IX of the Education Amendments of 1972. Title IX states, "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance."

This prohibition against discrimination on the basis of sex applies to all persons participating in college programs or activities, regardless of the individual's sexual orientation, gender, gender identity, or gender expression, including third parties.

In addition to prohibiting discrimination on the basis of sex, it is the policy of the college to prohibit the crimes of sexual harassment, dating violence, domestic violence, and stalking as they are defined for purposes of this policy and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act).

#### **II. TITLE IX COORDINATOR**

The college has designated a Title IX Coordinator who assists with various Title IX implementation activities that involve faculty, staff, and students, including monitoring the Student Sexual Misconduct and Relationship Violence Policy outlined herein. The Title IX Coordinator is responsible for coordinating and implementing a Title IX Complaint Process that is prompt (begins and proceeds in a timely manner), fair, impartial, and equitable from the time a report is made, or when the college knows about prohibited behavior, until the final result. The college has also designated a Deputy Title IX Coordinator on each campus.

Columbia College Hollywood Vice President of Student Affairs Kelly Parker serves as the college's Title IX Coordinator. The Title IX Coordinator's office address is 18618 Oxnard Street, Los Angeles, CA 91356. The Title IX Coordinator can be contacted by phone at (818) 345-9245 or by email at [kparker@columbiacollege.edu](mailto:kparker@columbiacollege.edu).

On the Los Angeles main campus, the Deputy Title IX Coordinator is Director of Student Life Brenda Serrano. The Deputy Title IX Coordinator can be contacted by phone at (818) 401-1292 or by email at [bserrano@columbiacollege.edu](mailto:bserrano@columbiacollege.edu).

On the Flashpoint Chicago branch campus, the Deputy Title IX Coordinator is Director of Student Success Beth Cooper. The Deputy Title IX Coordinator can be contacted by phone at (312) 506-0719 or by email at [beth.cooper@columbiacollege.edu](mailto:beth.cooper@columbiacollege.edu).

#### **III. VIOLATIONS OF POLICY**

##### **A. PARTIES**

For purposes of this Student Sexual Misconduct and Relationship Violence Policy and the Title IX Complaint Process, a "Complainant" means a student who files a complaint reporting a violation of this policy. A "Respondent" means a student who has been reported to have violated this policy.

##### **B. RIGHTS OF PARTIES**

This policy outlines the rights of the Complainant and the Respondent when a violation(s) of this policy is alleged. This policy applies only to complaints made by and against students enrolled in the college.

This policy applies to all forms of sexual misconduct and relationship violence, including complaints of sexual and gender-based harassment, sexual assault, non-consensual sexual contact, sexual exploitation, dating and domestic violence, and stalking, whether they occur on or off campus. For information on the Title IX Complaint Process for Title IX complaints made by or against employees, please contact the Title IX Coordinator.

#### **C. PRIVACY AND CONFIDENTIALITY**

The college will make all reasonable efforts to protect the confidentiality of the Complainant, Respondent, and other involved parties by keeping all complaints and investigations private to the highest extent possible and will only disclose information on a need-to-know basis. It is the expectation of the college that all individuals involved in a Title IX Complaint Process, investigation, and/or adjudication of a violation under this policy or individuals who otherwise gain knowledge thereof shall treat all information acquired, whether written or oral, as confidential, provided however, that the Complainant and Respondent may share such information for support and guidance, if applicable.

The college will make all reasonable efforts to honor requests for confidentiality, to the extent permitted by law. However, in certain circumstances, the college may not be able to grant the confidentiality request(s) due to various factors, including when there is a risk of imminent harm to an individual or others or a threat to the health and safety of the college community.

In cases where a request for confidentiality is granted, the college will continue to complete publicly available recordkeeping in accordance with relevant laws, including the Clery Act reporting and disclosures, without the inclusion of personally identifying information. Further, individuals who are directly accused of violations of this policy and who, as a result, may be subject to sanctions, are entitled to a summary of the charges against them so that they may effectively respond.

The college will maintain, as confidential, any accommodations or protective measures provided, to the extent that maintaining such confidentiality does not impair the ability of the college to provide the accommodations and/or protective measures.

#### **D. EMPLOYEES' RESPONSIBILITY TO REPORT POLICY VIOLATIONS**

All employees of the college, with the exception of those designated as confidential resources, are obligated to report all actual, suspected or alleged violations of this policy which are reported to them, or of which they become aware, to the Title IX Coordinator or designee.

### **IV. TYPES OF SEXUAL MISCONDUCT AND RELATIONSHIP VIOLENCE**

The types of sexual misconduct and relationship violence prohibited by this policy are sexual harassment, gender-based harassment, dating violence, domestic violence, and stalking as defined below.

#### **A. SEXUAL HARASSMENT**

Sexual Harassment prohibited by this policy includes unwelcome behavior of a sexual nature that is severe, persistent, or pervasive. Sexual harassment includes sexual assault, non-consensual sexual contact, sexual exploitation, and quid pro quo and hostile environment sexual harassment as defined below.

##### **i. Sexual Exploitation**

Sexual exploitation occurs when a person takes non-consensual or abusive sexual advantage of another for the advantage or benefit of themselves or any other person that is not the person being exploited by the behaviors. Examples include but are not limited to invasion of sexual privacy; prostitution; non-consensual recording of nudity or sexual activity; voyeurism; knowingly exposing someone to an STI, STD or HIV; intentional exposure of genitals in non-consensual circumstances; and sex-based stalking or bullying.

**ii. Quid Pro Quo and Hostile Environment Harassment**

Quid pro quo and hostile environment sexual harassment is severe, persistent, or pervasive conduct that includes unwelcome sexual advances, requests for sexual favors, and other verbal, non-verbal, or physical conduct of a sexual nature when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or a student's status in a course, program or activity; (2) submission to or rejection of such conduct is used as the basis for employment or academic decisions; or (3) the conduct, viewed from the perspective of both the individual and a reasonable person in the same situation, interferes with performance, limits participation in the college's programs or activities, and/or creates an intimidating, hostile, or offensive environment.

Examples of conduct that may create a hostile environment include, but are not limited to, persistent and inappropriate personal attention in the face of repeated rejection; inappropriate verbal conduct, including unwelcome sexual jokes, language, advances, or propositions; unwelcome comments about an individual's sexual orientation, gender, gender identity, or gender expression; inappropriate written conduct containing comments, words, jokes, or images that are lewd or sexually suggestive or relate in an unwelcome manner to an individual's sexual orientation, gender, gender identity, or gender expression. The college will consider the effects of both on and off campus conduct when evaluating whether there is a hostile environment on campus.

**iii. Gender-based Harassment**

Gender-based harassment refers to unwelcome conduct, including harassment, based on actual or perceived biological sex including behaviors based on gender identity, gender expression, and nonconformity with gender stereotypes.

**B. SEXUAL ASSAULT**

Sexual assault is any oral, anal or vaginal penetration, to any degree, with any part of the body or other object, by any person upon another, without consent. Sexual assault also includes incest and statutory rape as defined in accordance with the Clery Act and applies to behaviors by strangers and non-strangers.

**i. Non-Consensual Sexual Contact**

Non-consensual sexual contact includes any touching (however slight) with any part of the body or other object, by any person upon another, without consent, for the purpose of sexual gratification.

**C. DATING AND DOMESTIC VIOLENCE**

**i. Dating Violence**

Dating violence is defined as physical violence or the threat of physical violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with an individual. The existence of such a relationship shall be determined based on factors such as the length and type of relationship and frequency of interaction between the persons involved.

**ii. Domestic Violence**

Domestic violence is defined as physical violence or the threat of physical violence committed by a current or former spouse of an individual, by a person with whom the individual has a child in common, by a person who is cohabiting or has cohabitated with the individual (as determined under applicable law), or by any other person against an individual who is protected from that person's acts by applicable domestic or family violence laws.

**D. STALKING**

Stalking occurs when a person engages in a course of conduct directed at specific individual that would cause a reasonable person to fear for the safety of self or others or suffer substantial emotional distress. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly,

indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about an individual or interferes with an individual's property. Reasonable person means a reasonable individual under similar circumstances and with similar identities to the individual being stalked. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

## **V. RELEVANT DEFINITIONS**

### **A. CONSENT**

To determine whether consent was given by both parties to sexual activity, the college will apply an affirmative consent standard. Affirmative consent means affirmative, conscious, and voluntary agreement to engage in sexual activity. It is the responsibility of all individuals involved in the sexual activity to ensure that they have the affirmative consent of the other(s) to engage in the sexual activity. Lack of protest or resistance does not mean consent nor does silence mean consent. Affirmative consent must be ongoing throughout a sexual activity and can be revoked at any time.

The existence of a dating relationship between the persons involved or the fact of past sexual relations between them should never by itself be assumed to be an indicator of consent.

In the evaluation of complaints, it shall not be a valid excuse to alleged lack of affirmative consent that the Respondent believed that the Complainant consented to the sexual activity under either of the following circumstances: (a) the Respondent's belief in affirmative consent arose from the intoxication or recklessness of the Respondent; (b) the Respondent did not take reasonable steps, in the circumstances known to the Respondent at the time, to ascertain whether the Complainant affirmatively consented.

In the evaluation of complaints, it shall not be a valid excuse that the Respondent believed that the Complainant affirmatively consented to the sexual activity if the Respondent knew or reasonably should have known that the Complainant was unable to consent to the sexual activity under any of the following circumstances: (a) the Complainant was asleep or unconscious; (b) the Complainant was incapacitated due to the influence of drugs, alcohol, or medication, so that the Complainant could not understand the fact, nature, or extent of the sexual activity; or (c) the Complainant was unable to communicate due to a mental or physical condition.

### **B. INCAPACITATION**

Incapacitation means the person is incapable of giving consent. A person is incapacitated if that person is in a physical or mental state that causes the person to be unable to make a knowing and voluntary choice to engage in the sexual activity or contact. A person may also become incapacitated due to many factors, including the use of alcohol and/or drugs, or when the person is asleep or unconscious. When alcohol and/or drugs are involved, incapacitation requires more than impairment or intoxication. When determining incapacitation, the inquiry is whether the Respondent knew, or whether a sober, reasonable person in the Respondent's position should have known, that the Complainant was incapacitated and could not provide consent.

### **C. COERCION**

Coercion is verbal and/or physical conduct, including intimidation, manipulation, and/or threats (either express or implied), that would cause a reasonable person to fear immediate or future harm and that is undertaken to compel a person to engage in sexual activity or contact.

### **D. FORCE**

Force is the use of or threat of physical violence or intimidation which prevents an individual from making a knowing and voluntary choice to engage in sexual activity or contact.

## **VI. VIOLATION REPORTING PROCEDURES**

To report violations of this policy, individuals should follow the procedures outlined below:

### **A. WRITTEN & VERBAL REPORTING**

Violations of this policy may be reported verbally or in writing to the Title IX Coordinator. Any person may report a violation, including third parties and bystanders. The Title IX Coordinator or designee will review the report(s) in accordance with the Title IX Complaint Process. If an individual wishes to file a complaint alleging violation of this policy, the complaint must be submitted in writing to the Title IX Coordinator.

### **B. CONFIDENTIAL REPORTING**

Confidential reports can be made by using the college's In Touch service, which is available 24 hours a day. Individuals can choose to contact In Touch via email at [columbiacollege@getintouch.com](mailto:columbiacollege@getintouch.com) or, submit a concern via web at [www.intouchwebsite.com/columbiacollege](http://www.intouchwebsite.com/columbiacollege).

### **C. REPORTING TO LAW ENFORCEMENT**

While not required, the college strongly encourages anyone who becomes aware of behavior that may constitute a violation of federal, state, or local law to report the incident to local law enforcement. The college can provide support, resources, and assistance to those who do so.

Regarding the involvement of law enforcement, the Complainant has the option to (1) notify law enforcement authorities, including local police; (2) request assistance from campus authorities in notifying law enforcement authorities; or (3) decline to notify such authorities.

The college will comply with the Complainant's request for assistance in notifying law enforcement. The Complainant's choice to report to law enforcement will not impact the implementation of accommodations and/or protective measures, if applicable.

Information about the Campus Safety & Security departments and local law enforcement agencies and about how to make a police report can be found at [columbiacollege.edu/student-life/campus-safety](http://columbiacollege.edu/student-life/campus-safety) and [flashpoint.columbiacollege.edu/campus-safety/](http://flashpoint.columbiacollege.edu/campus-safety/).

The Complainant has the right to file a criminal complaint and a complaint under the Title IX Complaint Process simultaneously.

### **D. TIME LIMITS**

There is no time limit on reporting violations of this policy, although the college's ability to respond fully may be limited with the passage of time.

### **E. WRITTEN EXPLANATION OF RIGHTS AND OPTIONS**

When an individual reports a violation of this policy, whether the offense occurred on or off campus, the college will provide the individual with a written explanation of rights and options. If the college proceeds with an investigation, the Complainant (if not the reporting party) and the Respondent will be provided with a written explanation of rights and options. See the Title IX Complaint Process for details.

### **F. PRESERVING EVIDENCE**

In cases of sexual misconduct and relationship violence, including sexual assault, dating violence, domestic violence, and stalking, as defined herein, it is critical that the Complainant preserve evidence because doing so may assist in proving that the alleged behavior occurred and/or may be helpful in obtaining a protective order. Also, individuals may be entitled to medical forensic exams at no charge. See Resources section of this policy for more information.

## **VII. INITIATING A TITLE IX COMPLAINT**

The college will investigate and address all complaints of sexual misconduct and relationship violence in accordance with the Title IX Complaint Process. The Title IX Complaint Process constitutes the formal resolution process and disciplinary proceeding used by the college to respond to complaints concerning student sexual misconduct and relationship violence, including sexual harassment, dating violence, domestic violence, and stalking.

The Title IX Complaint Process outlines the steps, anticipated timelines and decision-making process for the disciplinary proceeding, including how to report a complaint, the standard of evidence that will be used (preponderance of the evidence); and a list of all possible sanctions that the college may impose following the investigation of a Title IX complaint.

The Title IX Complaint Process will be implemented by officials who, at a minimum, receive annual training on relevant issues and on how to conduct the Title IX Complaint Process in a way that protects safety and promotes accountability.

Relevant issues include issues related to sexual misconduct and relationship violence, including sexual harassment, sexual assault, dating violence, domestic violence, and stalking.

The college will provide for an adequate, reliable, and impartial investigation of all complaints, which will include interviews with the Complainant, the Respondent, and any relevant witnesses; a review of any other relevant evidence; an equal opportunity for the parties to present witnesses and other evidence; and equal access to information being considered in the Title IX Complaint Process in accordance with the Family Educational Rights and Privacy Act.

The Complainant and the Respondent will, to the extent possible, receive simultaneous notification, in writing, of the result of the Title IX Complaint Process; the procedures for the Complainant and the Respondent to appeal the result of the Title IX Complaint Process; any change to the finding(s) and/or sanction(s) as a result of the appeal, if applicable; and when such results become final.

## **VIII. ADVISORS**

The Complainant and the Respondent have the same opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice for support, guidance, and/or advice. The college will not limit the choice of advisor or presence of the advisor for either the Complainant or Respondent in any meeting or proceeding provided the advisor complies with the guidelines for advisors outlined in this policy. The advisor's role is to provide support, guidance, and/or advice only. The advisor may not participate in any manner during any related meeting or proceeding, including interviews or hearings. This advisor may not 1) address or question the investigator, or other parties or witnesses; 2) present evidence or make arguments; and/or 3) have any role other than to accompany and communicate with the party requesting support and/or advice.

The Complainant or the Respondent may request a break during any meeting and/or proceeding to allow the Complainant or the Respondent to confer with their respective advisors in private. Advisors who do not follow the guidelines outlined in this policy will be asked to leave the meeting(s) and/or proceeding(s). The college may consider reasonable requests to reschedule a meeting or proceeding because an advisor cannot be present; however, the college is not required to do so and will not do so if it unreasonably delays the Title IX Complaint Process.

## **IX. REMEDIAL AND PROTECTIVE MEASURES**

The college may provide interim measures to the Complainant and/or Respondent. Requests for interim measures may be made to the Title IX Coordinator or designee. The Title IX Coordinator or designee will be responsible for the implementation and coordination of interim measures.

Interim measures will not disproportionately impact the Complainant and are available even if the Complainant does not report or continue to pursue a complaint.

If the college has made a finding of responsibility under this policy, and if requested by the Complainant, the college will promptly implement a one-way no contact mandate (with the burden of no contact on the Respondent), even if an appeal may be filed, or has been filed and is pending. If requested by the Complainant, the college will assist the Complainant in filing/applying for orders of protection, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court.

To request information about available remedial and protective measures, please contact the Title IX Coordinator or designee for assistance and information regarding available options for remedial and protective measures, including assistance in obtaining, complying with, and enforcing orders of protection issued by a criminal, civil, or tribal court.

#### **X. AMNESTY**

Any individual who participates in an investigation of a violation(s) of this policy will not be subject to disciplinary sanctions for a violation of the college's student conduct policies at or near the time of the incident, unless the college determines that the violation was egregious, including, but not limited to, an action that places the health or safety of any other person at risk or involves plagiarism, cheating, or academic dishonesty.

#### **XI. RESOURCES**

The college will provide written notification to the Complainant and Respondent about existing resources and other services that may be available on each campus and in the community.

The written information may include options for available assistance and how to request protective measures and/or changes to academic, living, transportation, and/or working situations. The college will make such accommodations and protective measures available if they are reasonably available, regardless of whether the Complainant chooses to report the crime to the Campus Safety & Security department or local law enforcement.

#### **LOS ANGELES CAMPUS RESOURCES**

The following resources are available in the community near the Los Angeles main campus:

Emergency 9-1-1

End Rape on Campus (EROC)  
<http://endrapeoncampus.org/>

Rape, Abuse & Incest National (RAINN) Hotline  
<https://centers.rainn.org/>  
1-800-656-HOPE (4673)

National Domestic Violence Hotline  
<http://www.thehotline.org/>  
1-800-799-SAFE (7233)

Support for men:  
<http://www.malesurvivor.org/index.php>

Chicago Rape Crisis Hotline  
888-293-2080



Rape Victim Advocates  
<http://www.rapevictimadvocates.org/>  
312-443-9603

Community Counseling Centers of Chicago  
<http://www.c4chicago.org/>  
773-769-0205

YWCA Metropolitan Chicago  
<http://www.ywcachicago.org>  
888-293-2080 or (312) 762-6600

YWCA Metropolitan Chicago – Englewood Satellite  
888-293-2080 641 or (773) 783-1031  
Illinois Coalition Against Sexual Assault  
<http://www.icasa.org/>

The following local law enforcement agencies are available near the Los Angeles main campus:

District 1 - Closest to the Los Angeles main campus  
1718 South State Street  
Non-emergency number: 312-745-4290

District 9  
3120 S. Halsted Street  
Non-emergency number: 312-747-8227

District 12  
1412 S. Blue Island Avenue  
Non-emergency number: 312-746-8396

#### **FLASHPOINT CHICAGO CAMPUS RESOURCES**

The following resources are available in the community near the Flashpoint Chicago branch campus:

Emergency 9-1-1

End Rape on Campus (EROC)  
<http://endrapeoncampus.org/>

Rape, Abuse & Incest National (RAINN) Hotline  
<https://centers.rainn.org/>  
1-800-656-HOPE (4673)

National Domestic Violence Hotline  
<http://www.thehotline.org/>  
1-800-799-SAFE (7233)

Support for men:  
<http://www.malesurvivor.org/index.php>

Chicago Rape Crisis Hotline  
888-293-2080

Rape Victim Advocates  
<http://www.rapevictimadvocates.org/>  
312-443-9603

Community Counseling Centers of Chicago  
<http://www.c4chicago.org/>  
773-769-0205

YWCA Metropolitan Chicago  
<http://www.ywcachicago.org>  
888-293-2080 or (312) 762-6600

YWCA Metropolitan Chicago – Englewood Satellite  
888-293-2080 641 or (773) 783-1031  
Illinois Coalition Against Sexual Assault  
<http://www.icasa.org/>

The following local law enforcement agencies are available near the Flashpoint Chicago Branch Campus:

District 1 - Closest to Flashpoint Chicago campus  
1718 South State Street  
Non-emergency number: 312-745-4290

District 9  
3120 S. Halsted Street  
Non-emergency number: 312-747-8227

District 12  
1412 S. Blue Island Avenue  
Non-emergency number: 312-746-8396

## **XII. PREVENTION AND AWARENESS PROGRAMS**

The college is committed to preventing sexual misconduct and relationship violence, including sexual assault, dating violence, domestic violence, and stalking as they are defined in this policy as well as in the Clery Act. The college conducts ongoing programs for all faculty, staff, employees, and students, including incoming students and new employees, to remind the college community of the college's prohibition against sexual and misconduct and relationship violence.

Awareness programming includes institutional action designed to communicate the prevalence of sexual violence. Primary prevention programming includes institutional action and strategies intended to prevent sexual violence before it occurs by means of changing social norms and other approaches.

All forms of programming may include, without limitation, training, poster and flyer campaigns, electronic communications, films, guest speakers, symposia, conferences, seminars, or panel discussions.

## **XIII. BYSTANDER INTERVENTION**

Bystander intervention includes, without limitation, the act of challenging the social norms that support, condone, or permit sexual violence.

Bystander intervention includes safe and positive options that may be carried out by an individual(s) to prevent harm or intervene when there is a risk of sexual misconduct and relationship violence, including sexual assault, dating violence, domestic violence, or stalking, against a person(s) other than the bystander. Safe and positive options for bystander intervention include recognizing prohibited conduct and situations of potential harm; understanding institutional structures and cultural conditions that facilitate violence; overcoming barriers to intervening; and identifying effective ways to intervene and take action provided that the intervention or action can be undertaken in a way that ensures the safety of the bystander.

#### **XIV. RISK REDUCTION**

Risk reductions are designed as options designed to decrease perpetration and bystander inaction and increase empowerment in order to promote safety and help individuals and communities address conditions that facilitate violence.

#### **XV. VIOLATIONS OF STATE LAW**

Violations of this policy will be determined in accordance with this policy; however, individuals may also wish to pursue criminal charges through local law enforcement. For more information regarding relevant violations under Illinois Law, please see [www.ilga.gov/legislation/ilcs/using.asp](http://www.ilga.gov/legislation/ilcs/using.asp).

#### **XVI. COMPLAINTS AND INQUIRES**

Complaints regarding the application or enforcement of this policy should be made to the college's Title IX Coordinator. Inquiries regarding the application of Title IX and its implementing regulations may be referred to the Title IX Coordinator or designee, or to the United States Department of Education, Office for Civil Rights, at [OCR@ed.gov](mailto:OCR@ed.gov) or (800) 421-3481. This policy is in compliance with applicable legal requirements including Title IX of the Education Amendments of 1972; relevant provisions of the Violence Against Women Reauthorization Act of 2013; the Clery Act; and other applicable federal and state laws.

#### **XVII. RETALIATION**

Retaliation against any individual for reporting a violation, filing a complaint, or participating in any investigation or proceeding brought pursuant to this policy is prohibited. For more information regarding retaliation, please see the Title IX Complaint Process.

### **TITLE IX COMPLAINT PROCESS**

Columbia College Hollywood has jurisdiction over all Title IX policies, including the Student Sexual Misconduct and Relationship Violence Policy. The college has established the Title IX Complaint Process outlined below to promptly, fairly, and impartially adjudicate violations of the Student Sexual Misconduct and Relationship Violence Policy.

The Title IX Complaint Process constitutes the formal resolution process and disciplinary proceeding used by the college to respond to complaints concerning student sexual misconduct and relationship violence, including sexual harassment, dating violence, domestic violence, and stalking. The Title IX Complaint Process will be implemented by officials who, at a minimum, receive annual training on relevant issues and on how to conduct the Title IX Complaint Process in a way that protects safety and promotes accountability.

For purposes of this Title IX Complaint Process, the "Complainant" means a student who files a complaint reporting a violation of this policy. The "Respondent" means a student involved in the Title IX Complaint Process who has been reported to have violated this policy.

Certain complaints may be resolved informally in limited situations where the Complainant and the Respondent have been fully informed of all available options for resolution of the Complaint and have both voluntarily chosen to resolve the Complaint through an informal resolution process. Once a complaint has been resolved through an informal resolution process, the matter will be closed.

For some limited types of complaints alleging violations of the Sexual Misconduct and Relationship Violence Policy, an informal resolution may include mediation.

The college will take steps to prevent recurrence of any sexual misconduct and/or relationship violence and remedy discriminatory effects as necessary.

#### **I. STANDARD OF EVIDENCE**

The preponderance of the evidence standard (more likely than not) will be used under the Title IX Complaint Process and for making findings regarding all complaints of sexual misconduct and relationship violence, including sexual assault, dating and domestic violence, and stalking.

#### **II. NOTICE OF POTENTIAL VIOLATION(S)**

When the Title IX Coordinator or designee becomes aware of a potential violation(s) of the Sexual Misconduct and Relationship Violence Policy, the Title IX Coordinator or designee will contact the Complainant and provide the Complainant with detailed information about the Complainant's rights and responsibilities under the Title IX Complaint Process, as well as information regarding resources and interim measures.

#### **III. THREAT ASSESSMENT**

When the Title IX Coordinator or designee becomes aware of a potential violation of the Sexual Misconduct and Relationship Violence Policy, the Title IX Coordinator or designee will (in collaboration with the Threat Assessment Team) conduct an initial threat assessment to determine whether there is reasonable cause to believe that the Respondent poses a continuing, significant threat of harm to the health, safety, and welfare of others or to the college community and whether interim measures are necessary to alleviate or mitigate that risk.

#### **IV. MAKING A COMPLAINT**

Complaints alleging violations of the Sexual Misconduct and Relationship Violence Policy must be made by submitting a written complaint to the Title IX Coordinator or designee. Except in limited circumstances that involve protecting the health and safety of the college community and its members, the Title IX Complaint Process will not be initiated unless a written complaint has been submitted. Specifically, in some limited instances, to protect the health and safety of the college community and its members, it may be necessary for the college to initiate the Title IX Complaint Process against the Respondent even if a written complaint has not been submitted.

Upon receipt of the written complaint, the Title IX Coordinator or designee will determine whether the college has jurisdiction to resolve the complaint under the Title IX Complaint Process. Matters that cannot be resolved under the Title IX Complaint Process, because of jurisdiction, will be referred to the appropriate departments on campus. Alleged violations which are ancillary and related to the complaint will be resolved under the Title IX Complaint Process.

Written complaints may be given to the Title IX Coordinator or designee in person or electronically via email at [titleix@columbiacollege.edu](mailto:titleix@columbiacollege.edu).

#### **V. MEETING WITH THE RESPONDENT**

The Title IX Coordinator or designee will have a preliminary meeting with the Respondent at which the Title IX Coordinator will share the written complaint with the Respondent, if applicable; explain the Respondent's rights and responsibilities under the Title IX Complaint Process, including any interim measures available; describe any potential sanctions that may result from a finding of responsibility; and answer any questions the Respondent may have.

At the preliminary meeting, the Respondent will also be provided with information regarding the Respondent's rights: the right to have the Complaint heard under the Title IX Complaint Process, which is the complaint process used for all similar matters; the right to receive notice of all violations of the Sexual Misconduct and Relationship Violence Policy, as well as any ancillary violations being alleged against the Respondent; the right to be heard by the investigator who is an impartial arbiter under the Title IX Complaint Process; and the right to hear a description of all information presented to the investigator that supports a finding of responsibility.

At the conclusion of the preliminary meeting, the Respondent may: (I) voluntarily admit responsibility and execute a written Waiver of the Title IX Complaint Process, at which point the Respondent will be assigned a sanction(s) and the Title IX Complaint Process will be concluded; or (II) request that the alleged violation(s) be adjudicated in accordance with the Title IX Complaint Process and submit a written response to the complaint. A Respondent who executes a written waiver of the Title IX Complaint Process is not entitled to an appeal. If the Respondent chooses to have the complaint adjudicated through the Title IX Complaint Process, then the Respondent is encouraged to submit a written response to the complaint within three (3) business days of the preliminary meeting, to the Title IX Coordinator or designee.

If the Respondent fails to appear at the preliminary meeting after notification or fails to respond to communications from the Title IX Coordinator or designee, the Title IX Coordinator or designee may proceed with the Title IX Complaint Process without the Respondent's participation.

## **VI. INVESTIGATION AND ADJUDICATION**

Upon receipt of the Respondent's written response, or after three (3) business days following the preliminary meeting, the Title IX Coordinator or designee will appoint an investigator who is an impartial arbiter under the Title IX Complaint Process. The investigator will conduct an investigation of the complaint and issue findings regarding responsibility. The Title IX Coordinator or designee will have the discretion to appoint an internal investigator, an external investigator, or both.

The college will ensure an adequate, reliable, and impartial investigation of all complaints alleging violations of the Sexual Misconduct and Relationship Violence Policy, including the opportunity for both the Complainant and the Respondent to present witnesses and evidence. The investigation will include interviews with the Complainant, the Respondent, and witnesses, if applicable. The investigator will determine, in the investigator's sole discretion, what information is relevant. Character evidence will not be considered, and pattern evidence (evidence of previous conduct) will only be considered if the previous conduct is so substantially similar to the conduct cited in the instant matter to indicate a pattern of behavior. Additionally, medical and counseling records are privileged and confidential and, therefore, will not be required to be disclosed.

In cases involving sexual misconduct, past sexual history will typically not be considered except possibly where consent is at issue. Specifically, prior consensual sexual activity between the Complainant and the Respondent, while not determinative, may be relevant to determining whether consent was sought and received. Past sexual history may also be considered under very limited circumstances, for example, to explain injury. However, consent to one sexual act will never be considered to constitute consent to another sexual act.

## **VII. DRAFT INVESTIGATION REPORT**

At the conclusion of the investigation, the investigator will complete a Draft Investigation Report. The Draft Investigation Report will contain the relevant information and facts learned during the investigation, including direct observations and reasonable inferences drawn from the facts and any consistencies or inconsistencies between the various sources of information.

Once the Draft Investigation Report has been completed, the investigator will provide opportunities for the Complainant and the Respondent to separately review the Draft Investigation Report.

After reviewing the Draft Investigation Report, the Complainant and the Respondent will have three (3) business days to respond to the investigator in writing to offer additional comments, clarify information previously shared, suggest additional witnesses, request that additional questions be asked of the parties and/or witnesses, or identify any other relevant information or evidence to assure the thoroughness and sufficiency of the investigation.

#### **VIII. FINAL INVESTIGATION REPORT**

If, after receiving the written responses from the Complainant and the Respondent regarding the Draft Investigation Report, the investigator determines that no further inquiry is required, the investigation will be deemed complete and final. If, in the sole discretion of the investigator, further inquiry is necessary, the investigator will conduct further inquiry before finalizing and completing the investigation.

Once the investigation is deemed by the investigator to be complete and final, the investigator will make a finding of "Responsible" or "Not Responsible" for each alleged violation of the Sexual Misconduct and Relationship Violence Policy, as well as any ancillary violations. The investigator will then provide the Title IX Coordinator or designee with the Final Investigation Report, which will include the findings and rationale for each alleged violation. The Title IX Coordinator or designee will review the Final Investigation Report to ensure that it has been completed in accordance with institutional policy. The Title IX Coordinator or designee will notify the investigator of any inconsistencies with institutional policy that are present in the Final Investigation Report so that the investigator can make corrections.

#### **IX. SANCTIONS**

If the Final Investigation Report includes any findings of responsibility, the Title IX Coordinator or designee will provide a copy of the Final Investigation Report to the Sanctioning Officer at the respective campus or their designee, for a determination of sanctions for each finding of responsibility. The Sanctioning Officer or designee may consider prior violations of policy for which the Respondent was found responsible when determining what sanction(s) to impose. The Sanctioning Officer or designee will provide the Title IX Coordinator or designee with a written decision regarding which sanction(s) will be imposed for each finding of responsibility.

An individual found responsible for violating the Sexual Misconduct or Relationship Violence Policy (and/or any ancillary violations) will be subject to one or more of the following sanctions:

- Formal warning
- No contact orders
- Probation
- Counseling and education
- Deprivation of rights and privileges
- Monetary restitution and/or fines
- Community service
- Delayed degree conferral
- Suspension or conditional suspension
- Dismissal or removal from the college
- Other sanctions as the college sees fit

#### **X. NOTICE OF OUTCOME**

After receipt of the sanctions, the Title IX Coordinator or designee will, within seven (7) days, simultaneously provide a written Notice of Outcome to the Complainant and the Respondent, which will include the finding(s), sanction(s), if applicable, and rationale for the findings and applicable sanctions. The Title IX Coordinator or designee will offer the Complainant and the Respondent the opportunity to file a written request for an appointment to review the Final Investigation Report. If requested, the review will be scheduled to occur within three (3) business days of receipt of the written request.

In cases where either party intends to appeal, a written request to review the Final Investigation Report should be made as soon as possible and prior to the expiration of the appeal deadline as set forth below.

#### **XI. APPEAL PROCESS**

The Complainant and the Respondent have the right to appeal and participate in the appeal process if: (1) a substantial procedural error occurred during the Title IX Complaint Process; (2) new evidence, which is substantially material and has the likelihood of changing the findings made by the investigator in the Final Investigation Report has come to light, which was not reasonably available prior to the investigator issuing the Final Investigation Report; and/or (3) the imposed sanction(s) is clearly contrary to the weight of the evidence.

Requests for appeal must be submitted in writing to the Title IX Coordinator or designee within five (5) business days following delivery of the written Notice of Outcome. Appeals are heard by the Appeal Officer who is the Dean of Academic Affairs on each respective campus or a designee and will be strictly limited to the grounds for appeal outlined above. The Appeal Officer or designee is an impartial decision-maker and will conduct the appeal in an impartial manner.

If the appeal is denied, the matter will be closed, and the outcome set forth in the Notice of Outcome will be final. If the appeal is granted, the Appeal Officer or designee may: (1) remand the case for a new investigation, the results of which, including the finding(s) and sanction(s), will be final and not subject to further appeal; (2) make modifications to the sanction(s) imposed; or (3) if, due to the discovery of new substantially material evidence not reasonably available at the time of the initial investigation, return the matter to the investigator for reconsideration in light of the new evidence.

The Appeal Officer or designee will provide a written decision regarding the Appeal to the Title IX Coordinator who will notify the Complainant and the Respondent simultaneously within seven (7) days of the decision. The decision of the Appeal Officer or designee regarding the appeal will be final and no further appeals will be considered.

#### **XII. PROCESS TIMELINE**

The college will make its best effort to complete the Title IX Complaint Process, including the investigation and appeal process, within ninety (90) calendar days of receipt of the written complaint.

However, because the length of investigations may vary due to the complexity and unique factors of each case, the timeframe outlined herein may be extended to ensure that the Title IX Complaint Process is prompt and timely, but also thorough, fair, and impartial. The Complainant and the Respondent will be provided with periodic status updates as necessary. Other timelines, such as the time for filing an appeal, are listed herein.

#### **XIII. LAW ENFORCEMENT**

The college will comply with law enforcement requests for cooperation. Such cooperation may require the college to temporarily suspend an investigation for a short period while law enforcement gathers evidence. The college will promptly resume its investigation as soon as it is notified by law enforcement that its evidence gathering process is complete. The Complainant has the right to file a criminal complaint and a complaint under the Title IX Complaint Process simultaneously.

#### **XIV. CONFIDENTIALITY**

The college will make all reasonable efforts to protect the confidentiality of the Complainant, Respondent, and other involved parties by keeping a complaint and investigation private to the highest extent possible and will only disclose information on a need-to-know basis. It is the expectation of the college that all individuals involved in the Title IX Complaint Process will also maintain confidentiality and share information only on a need-to-know basis. However, individuals involved in the Title IX Complaint Process are not restricted from discussing and sharing information related to complaints made by or against them with others who may support or assist them in the Title IX Complaint Process. See additional information about confidentiality set forth in the college's Sexual Misconduct and Relationship Violence Policy.

Reports may also be made anonymously by using the college's In Touch service, which is available 24 hours a day. Individuals can choose to contact In Touch via email at [columbiacollege@getintouch.com](mailto:columbiacollege@getintouch.com) or submit a concern online at [www.intouchwebsite.com/columbiacollege](http://www.intouchwebsite.com/columbiacollege).

#### **XV. REQUESTS FOR ANONYMITY OR NO ACTION**

If the Complainant requests anonymity or asks the college not to take any action, the college will strongly consider the Complainant's request. However, in certain circumstances, the college may not be able to grant the Complainant's request due to various factors, including when there is a risk of imminent harm to an individual or others or a threat to the health and safety of the college community.

#### **XVI. CONFLICTS OF INTEREST**

The Complainant and the Respondent may notify the Title IX Coordinator or designee in writing if there is a concern that the investigator assigned or any other person implementing the Title IX Complaint Process creates a conflict of interest. The Title IX Coordinator or designee will make adjustments only if a substantiated conflict of interest exists.

#### **XVII. ADVISORS**

Advisors are permitted as outlined in the Sexual Misconduct and Relationship Violence Policy.

#### **XVIII. RETALIATION**

Retaliation against any individual for filing a complaint or participating in any investigation or proceeding brought pursuant to this policy is prohibited by Title IX and by the college. Retaliation includes, but is not limited to, verbal and physical threats, intimidation, harassment, coercion, and other adverse actions. There shall be no disciplinary action, retaliation, or reprisal for bringing a complaint in good faith. Individuals shall not, however, knowingly make false charges of sexual misconduct or relationship violence as defined herein. Examples of retaliation include, but are not limited to, pressuring an individual to withdraw a complaint, spreading rumors, ostracizing an individual involved in the complaint, destroying property, sending unwelcomed messages by electronic media, encouraging friends to relay unwelcomed messages, and making threats.

### **REGISTERED SEX OFFENDER POLICY**

The Jacob Wetterling Act requires states to obtain information concerning registered sex offenders' enrollment or employment at institutions of higher education. Those seeking to obtain information about registered sex offenders should visit the following websites:

- In Los Angeles: [oag.ca.gov/sex-offender-reg](http://oag.ca.gov/sex-offender-reg)
- In Chicago: [isp.state.il.us/sor/sor.cfm](http://isp.state.il.us/sor/sor.cfm)
- Federal information is available at [nsopr.gov](http://nsopr.gov).

Further, to the extent the state notifies an educational institution of information concerning registered sex offenders, the Family Educational Rights and Privacy Act (FERPA) does not prevent educational institutions from disclosing such information.

### **SEXUAL MISCONDUCT AND RELATIONSHIP VIOLENCE AWARENESS & PREVENTION**

Columbia College Hollywood believes it is of utmost importance that students have the ability to learn in an environment that is free of sexual misconduct of any kind. The Student Affairs department is continuously looking for ways of which to inform students of their rights and, should they need to reach out, of how to seek assistance.



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Current Sexual Misconduct and Relationship Violence Awareness & Prevention programming includes:

**New Student Orientation**

All new students must attend a mandatory session which gives an overview of Title IX, which includes introductions to key staff members, an overview of what title IX means, the significance behind the program, and a short video on sexual assault followed by Q&A.

**Prevention & Education Posters**

Sexual harassment prevention posters are displayed on each campus, in common area positions easily accessible to all students, including, but not limited to student lobbies, common areas, and libraries.

**Sexual Assault Awareness Month**

April's Sexual Assault Awareness Month is recognized in our April Student Affairs newsletter, highlighting events pertaining to this topic around town and key local resources and clinics. For 2020, Student Affairs plans to bring an acting troupe to campus to put on an Interactive workshop to highlight Sexual Assault Awareness Month.

**Staff Awareness & Education**

The college provides primary prevention and awareness programs and information for all new employees to prevent relationship violence, domestic violence, sexual assault, and stalking. Information is provided on relevant topics including sexual violence definitions, risk reduction, bystander intervention, reporting and investigation procedures, and sanctions. At new employee on-boarding, employees are provided with the college's Student Sexual Misconduct and Relationship Violence Policy. This policy is available on the campus websites at [columbiacollege.edu/student-life/campus-safety/](http://columbiacollege.edu/student-life/campus-safety/) and [flashpoint.columbiacollege.edu/student-life-2/location-campus/campus-safety-3/](http://flashpoint.columbiacollege.edu/student-life-2/location-campus/campus-safety-3/)

Periodically, the Human Resources department presents crime prevention and awareness sessions on topics including sexual misconduct and sexual violence definitions, risk reduction, bystander intervention, reporting and investigation procedures, and sanctions.

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## **STUDENT CODE OF CONDUCT**

Columbia College Hollywood has established a Student Code of Conduct in order to maintain an educational environment reflective of the standards of a professional workplace. Students are expected to abide by this code as well as all local, state, and federal laws, both on campus and at school-sponsored activities off-campus.

- Behave in a professional and appropriate manner at all times
- Be respectful and courteous to faculty, staff, and classmates
- Abide by all Columbia College Hollywood institutional and campus policies
- Attend all classes
- Come prepared with all required supplies and equipment
- Complete and turn in coursework, projects, and assignments on time
- Refrain from using cell phones and other electronic equipment while in class for other than coursework
- Leave classrooms, work areas, studios, restrooms, and other campus facilities neat and clean
- Do not use or distribute illegal software

This list of examples is not intended to be all-inclusive. Columbia College Hollywood reserves the right to act in the best interest of the students, faculty, and staff and may deem actions committed by a student to be a conduct violation although the action does not appear on a list of examples.

## **STUDENT CONDUCT VIOLATIONS**

Any student who violates the Student Code of Conduct will face disciplinary action up to and including termination of enrollment and dismissal from the college. When other institutional and/or campus policy violations occur, all students found to be knowingly in the presence of or directly responsible for such violations will also be subject to disciplinary action up to and including termination of enrollment and dismissal from the institution.

The following actions on any campus or at any facility or off-campus activity related to Columbia College Hollywood are in violation of institutional policies will result in disciplinary action. This list of prohibited activities are examples only and is not intended to be all-inclusive.

### **FIRE + SAFETY**

- Possession of a firearm, explosive, or other weapon will result in disciplinary action and immediate expulsion. Any item or object used to threaten or inflict bodily harm on another individual will be considered a weapon at the time of its use.
- Tampering with or misusing fire alarms or fire equipment, and/or any offense that jeopardizes the safety of other members of the college and campus community.
- Creating a false report such as threat of fire, bombing, or shooting on campus.

### **DISRUPTIVE CONDUCT**

- Actions or behaviors, including threats, which endanger the safety and/or wellbeing of others, or which cause injury to another person are prohibited. This prohibition includes assaults and fighting among students.
- Columbia College Hollywood abides by the federal and state laws which prohibit discrimination and harassment based on race, gender, color, religion, creed, ethnicity, ancestry, national origin, sexual orientation, marital status, military or veteran status, age and disability among other personal characteristics. These laws include Title VI and IX of the Civil Rights Act.
- Harassing conduct can occur in several forms, such as intimidation by verbal, physical, visual, or communication (including phone calls, texts, and digital communications) means, stalking, and hate crimes.
- Entering or providing entry into restricted areas of the campus during or after normal business hours without prior written approval from security personnel.
- Gambling on campus.
- Failure to comply with the instructions of any authorized college or campus representative, including faculty, staff, security personnel, or student acting lawfully in the performance of his or her duties.
- Intentionally disturbing teaching, research, or any authorized college program, event function, or activity.
- Lewd, obscene, and/or disorderly conduct on institution property or other places being used by the institution.
- Vandalism on any public property by an enrolled student.
- Refusing to provide Columbia College Hollywood and campus identification when requested by security, faculty, or staff.
- Off-campus behavior which adversely affects the name and reputation of the college and/or campus.

### **COLUMBIA COLLEGE HOLLYWOOD PROPERTY AND SERVICES**

- Allowing another student or person to use a student's Campus Security Access Card.
- Stealing, damaging or misusing college and/or campus property or a student's property (misuse includes littering or graffiti). The college is not responsible for lost or stolen property.
- All Columbia College Hollywood campuses are tobacco-free and smoke-free environments. Smoking is prohibited.

- Students are responsible for informing their guests about all applicable institutional and campus rules and regulations. Students may be held accountable for the actions of their guests.

#### **ACADEMIC DISHONESTY**

- Deception (including fraud, plagiarism, and/ or dishonesty)
- Where violations of the Student Code of Conduct or other disciplinary violations occur, all students found to be knowingly in the presence of or directly responsible for such violations will be subject to disciplinary action up to and including expulsion from the institution.
- Student disciplinary problems are addressed through sound guidance, mediation, professional counseling, peer influence, and/or family reinforcement. In cases of behavior that is considered threatening or severely disruptive to the college and/or campus community or processes, the institution will take whatever lawful action is required to address the circumstances of each situation.

#### **SAFETY VIOLATIONS**

Safety violations that will result in disciplinary action and immediate dismissal include, but are not limited to:

- Possession of a firearm, explosive, or other weapon, item, or object used to threaten or inflict bodily harm on another individual that can be considered a weapon at the time of its use.
- Representation of the weapons described above, including as theatrical props, without prior approval from the appropriate Department Chair and the Sr. Vice President/Vice President of Operations.
- Tampering with or misusing fire alarms or fire equipment, and/or any offense that jeopardizes the safety of other members of the college or campus community
- Creating a false report such as threat of fire, bombing, or shooting on-campus or off

#### **LOST, DAMAGED, OR STOLEN PROPERTY**

A student found stealing, damaging, or misusing property owned by the college, campus, faculty or staff member, or another student, including by littering or graffiti, is in violation of the Student Code of Conduct. Columbia College Hollywood is not responsible for lost or stolen property.

### **ALCOHOL AND DRUG POSSESSION, USE, AND SALE POLICY**

All campuses of Columbia College Hollywood are drug-free and alcohol-free campuses. Possession or use of alcoholic beverages on college property or at any college-sponsored or sanctioned event, or appearance on the premises at any college-sponsored event while under the influence of alcohol, is prohibited. Students are prohibited from unlawful possession, distribution, sale, or consumption of any form of narcotics, hallucinogens, amphetamines, controlled substances, non-prescription drugs, or any other form of illegal drug on campus or any facility related to the institution. Legal sanctions may be taken against any student if the student is found to be:

- Driving under the influence of any drug
- In possession of illegal drugs or controlled substances
- Using a false ID to obtain alcohol
- Obtaining or providing alcohol to people under legal age
- Giving prescription drugs to others
- Selling any drug or controlled substance

Any student found in violation of this policy is subject to disciplinary action up to and including dismissal from the college and referral for prosecution.

## **SUSPENSION OF TITLE IV ELIGIBILITY FOR DRUG-RELATED OFFENSES**

A student who is convicted of any offense under any Federal or State law involving the possession or sale of a controlled substance for conduct that occurred during a period of enrollment for which the student was receiving any Title IV, HEA grant, loan, or work-study assistance shall not be eligible to receive any grant, loan, or work assistance from the date of that conviction for the period of time specified in the following table.

<b>CONVICTION OF OFFENCE INVOLVING:</b>	<b>INELIGIBILITY PERIOD</b>
<b>Possession of a controlled substance</b>	
First offence	Ineligible for 1 year
Second offence	Ineligible for 2 years
Third offence	Ineligible indefinitely
<b>Sale of a controlled substance</b>	
First offence	Ineligible for 2 years
Second offence	Ineligible indefinitely

### **How to Regain Financial Aid Eligibility**

To regain eligibility for financial aid, the ineligible student must:

- Complete a designated drug rehabilitation program, including passing 2 unannounced drug tests
- Pass 2 unannounced drug tests administered by approved drug rehabilitation program
- Conviction is reversed or set aside

## **NO SMOKING POLICY**

All campuses of Columbia College Hollywood are smoke-free and tobacco-free environments. Tobacco is defined as all tobacco-derived or containing products, including and not limited to, cigarettes (e.g., cloves, bidis, kreteks), electronic cigarettes, cigars and cigarillos, hookah smoked products, pipes and oral tobacco (e.g., spit and spitless, smokeless, chew, snuff) and nasal tobacco. It also includes any product intended to mimic tobacco products, contain tobacco flavoring, or deliver nicotine other than for the purpose of cessation. On the Los Angeles campus, smoking outside of campus buildings is prohibited except in specifically designated smoking areas. On the Chicago campus, smoking outside Burnham Center is prohibited inside a radius of 15 feet. Students who do not comply will face disciplinary action from the college and/or fines by the City of Chicago as dictated under the Smoke Free Illinois Act.

## **FOOD & DRINK POLICIES**

### **Los Angeles Campus**

Unless otherwise posted, no food is allowed in classrooms or post-production suites on the Los Angeles Main Campus. Water bottles with lids and coffee cups with lids are permissible in the classrooms, theatre, screening rooms, and Learning Resource Center unless otherwise posted. No drinks of any kind are allowed in the technology based post-production suites. Please use the indoor and outdoor café areas for eating and drinking.

### **Flashpoint Chicago Campus**

No food is permitted in Flashpoint Chicago classrooms, labs, music studios or suites, conference rooms, or the Library and Info Commons. Food is permitted in the Student Lounge Room 503, in the 6th floor student lounge, and in the 5th and 6th floor vending rooms. Food is not permitted in the instructional area or in the same area as equipment or electronics at Cinespace.

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Beverages (water, coffee, soda, etc.) are permitted in classrooms and common areas as long as the container has a cap or lid. No form of beverage or liquid (water, coffee, soda, etc.) can be brought into any lab, film or broadcast lab, control room, editing suite, music lab, including control rooms, studios, mini suites, post suites, and Foley lab, or the Experiential Design Lab. Beverages are not permitted in the instructional area or in the same area as equipment or electronics at Cinespace.

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## **GUESTS ON CAMPUS**

Columbia College Hollywood requires that students who wish to bring guests on campus gain prior approval from the Campus Security Department at least 48 hours before a campus visit. If a student hosts guests anywhere on campus or at an institution-sponsored event, the student is responsible for the behavior of those guests at all times.

All guests must wear a guest ID while on campus. It is the responsibility of the student to accompany guests at all times to ensure guests follow all rules of the campus.

Guests who violate the Student Code of Conduct as put forth in this catalog may be asked to leave the premises and the host student may face disciplinary action.

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## **ACCEPTABLE USE POLICY FOR COMPUTERS, EMAIL, & INTERNET**

Computers, networks, and online communication equipment owned by Columbia College Hollywood are provided to support the educational mission of the institution. As such, access to information technology resources owned or operated by Columbia College Hollywood is a privilege accompanied by responsibilities and obligations, and subject to institution policies as well as local, state, and federal laws.

Acceptable use is always ethical, reflective of academic honesty and restraint in the consumption of shared resources. It requires respect for intellectual property, ownership of data, system security mechanisms, and individuals' rights to privacy, and must remain free from intimidation and harassment. Information technology resources are defined as all computer-related equipment, computer systems, software and network applications, interconnecting networks, facsimile machines, copiers, voicemail, and other telecommunications facilities, as well as all information contained therein, owned, and/or managed by Columbia College Hollywood.

When using computers, Wi-Fi, email, or the internet on campus, students of Columbia College Hollywood and their guests are expected to:

- Regard the use of the internet and the college computer network as a privilege
- Follow all rules and regulations of the computer labs
- Respect the lab attendant on duty
- Be courteous to other students working independently
- Respect copyright and licenses of all programs and data
- Respect the integrity of computing systems
- Respect the privacy of other users
- Use personal earphones or headphones

Violations of this Acceptable Use Policy include, but are not limited to:

- Violation of the campus food and drink policy.
- Installing software without specific permission of the IT department
- Using P2P or bit torrent software to download illegal copies of movies, MP3 files, videos, or software
- Installing computer programs unrelated to Columbia College Hollywood curriculum on any institutional computers

- Creating and/or propagating computer viruses
- Disrupting internet or WiFi services
- Damaging computer files, equipment, software, or data
- Contributing to the theft of any hardware and/or software
- Using the resources of the Columbia College Hollywood internet/computer network for personal financial gain
- Creating, displaying, viewing, and/or downloading threatening, obscene, racist, sexist, or harassing material, including broadcasting unsolicited messages or sending unwanted email, including spam
- Using or forging a false account or email address
- Using another person's computing account without express permission
- Intentionally seeking information on other users
- Obtaining copies of or modifying files or other data belonging to other users
- Posing as another user unless explicitly authorized to do so
- Creating a false user identity, username, password, or email address to use while accessing institutional records, files, computers, or databases
- Using another student's password to access accounts without express permission of the owner
- Using the college-owned and operated internet, computers, portal, databases, or information technology resources to violate the Academic Integrity Policy of Columbia College Hollywood

This list of violations is not intended to be all-inclusive. Columbia College Hollywood reserves the right to act in the best interest of the students, faculty, and staff and may deem actions committed by a student to be an Acceptable Use Policy violation although the action does not appear on a list of violations.

Students using information technology resources owned, operated, or otherwise provided by the college should expect to experience limited privacy in regard to the contents of personal files on the Columbia College Hollywood internet and computer network.

All students, staff, faculty, and campus visitors must acknowledge that the routine maintenance and monitoring of college information technology resources, including internet and network systems, may lead to a discovery of violation of a Columbia College Hollywood policy or the law.

Columbia College Hollywood reserves the right to discontinue account privileges of any user who violates any part of the Acceptable Use Policy. Repeated or severe infractions of this policy may result in disciplinary action leading to suspension or termination of network privileges and dismissal from the college. Any known or suspected violations of this Acceptable Use Policy must be reported to an instructor, IT support staff, the Vice President of Operations, or the Student Services Department. Each user has the responsibility to report any suspected violation of personal privacy to the Director of Student Success. An investigation will be conducted if college or campus authorities have a reasonable suspicion of violation of law, institutional policies, or the Acceptable Use Policy.

Columbia College Hollywood makes no warranties of any kind, whether expressed or implied, for the internet services it is providing, including the loss of data resulting from delays, non-deliveries, system failures, or service interruptions. Use of any information obtained via the internet through the Columbia College Hollywood network and/or computer systems is at the student's own risk. Columbia College Hollywood specifically denies any responsibility for the accuracy, quantity, or content of information obtained through internet services.

Unauthorized use of the network, copyright violations, intentional deletion, and damage to files and data belonging to the institution, other users, and/or outside agencies may be considered criminal acts and could result in involvement of governmental authorities. Columbia College Hollywood will cooperate fully with local, state, and federal authorities on any investigation related to illegal activities or activities not in compliance with school policies through the institution's computer network.

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## **EMERGENCY RESPONSE AND EVACUATION PROCEDURES**

### **FLASHPOINT CHICAGO CAMPUS**

Flashpoint Chicago's Campus Safety Department and Emergency Response Teams maintain an emergency response manual that includes information about the campus's emergency response and evacuation teams, incident priorities, and guidelines for shelter-in-place, lock-down, active shooter, and evacuation procedures.

Emergency Response Guides are posted in classrooms, lab, student lounges, and administrative space exits, providing guidelines and procedures for various emergency situations, including, but not limited to, medical emergencies, violent crimes in progress, evacuations, fire, and extreme weather emergencies.

If a situation occurs and it is perceived to be an immediate threat or health/safety concern to students or employees, the Campus Safety Department, along with the SVP of Operations, will work to gather critical information and assess the situation. If it is determined that the presence of a genuine threat exists, the SVP of Operations will then confer with campus executive leadership to confirm that the presence of a significant emergency or dangerous situation exists.

If emergency notification is warranted, the entire campus community will be notified as one group. When notifying the campus community, the Campus Safety Team or the SVP of Operations will ensure that the emergency message will contain 1) the type of threat or emergency, 2) who the threat or emergency affects, and 3) the actions to be taken by the campus community.

Once an emergency situation has been confirmed and it is determined that the college will notify the campus community via emergency message, the Campus Safety Department will notify the following groups or individuals in the order listed:

1. All members of the Campus Safety Department
2. Emergency Response Team
3. Students and Employees
4. Emergency Services – 911
5. Burnham Center Security

Columbia College Hollywood will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of first responders (including, but not limited to the Campus Safety Department, Police Department, Fire Department, or Emergency Medical Services), compromise efforts to assist a victim or to contain, respond or otherwise mitigate the emergency.

The following individuals are responsible for carrying out the actions described above, including assessment of the situation, confirming an emergency situation, and sending out an emergency notification:

- Ernesto Paras, SVP of Operations
- The Campus Safety Department
- The campus Emergency Response Team
- Columbia College Hollywood Executive Leadership

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## **LOS ANGELES MAIN CAMPUS**

On the Los Angeles main campus, the Operations Department maintains an emergency response manual that includes information about the campus's emergency response and evacuation teams, incident priorities, and guidelines for shelter-in-place, lock-down, active shooter, and evacuation procedures.

Campus Emergency Planning and Procedures guides are posted in common spaces to provide guidelines and procedures for various emergency situations, including, but not limited to, medical emergencies, violent crimes in progress, evacuations, fire, and extreme weather emergencies.

If an emergency situation occurs and it is perceived to be an immediate threat or health/safety concern to students or employees, the Operations Department will work to gather critical information and assess the situation. If it is determined that the presence of a genuine threat exists, the VP of Operations will then confer with campus executive leadership to confirm that the presence of a significant emergency or dangerous situation exists.

If emergency notification is warranted, the entire campus community will be notified as one group. When notifying the campus community, the VP of Operations will ensure that the emergency message will contain 1) the type of threat or emergency, 2) who the threat or emergency affects, and 3) the actions to be taken by the campus community.

Once an emergency situation has been confirmed and it is determined that the college will notify the campus community via emergency message, the following groups or individuals will be notified in the order listed:

1. The campus Emergency Response Team
2. Students and Employees
3. Emergency Services – 911

Columbia College Hollywood will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of first responders (including, but not limited to the Police Department, Fire Department, or Emergency Medical Services), compromise efforts to assist a victim or to contain, respond or otherwise mitigate the emergency.

The following individuals are responsible for carrying out the actions described above, including assessment of the situation, confirming an emergency situation, and sending out an emergency notification:

- Patrick Olmstead, VP of Operations
  - The campus Emergency Response Team
  - Columbia College Hollywood Executive Leadership
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## ANNUAL CAMPUS CRIME STATISTIC REPORTS

Columbia College Hollywood reports and discloses statistics for the three most recent calendar years concerning the number of each of the following crimes that occurred on or within its Clery geography and that are reported to local police agencies or to a campus security authority. Hate crimes are recorded by category of bias that motivated the crime and by location (on-campus, non-campus, or public property).

LOS ANGELES MAIN CAMPUS SECURITY AND CRIME STATISTICS REPORT			
CRIMINAL OFFENCE	2016	2017	2018
<b>Criminal Offences – on campus</b>			
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
<b>Criminal Offences – public property</b>			
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
<b>Hate Crimes – on campus</b>			
Murder/Non-negligent manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
Simple assault	0	0	0
Larceny-theft	0	0	0
Intimidation	0	0	0
Destruction/damage/vandalism of property	0	0	0
<b>Hate Crimes – public property</b>			
Murder/Non-negligent manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0

LOS ANGELES MAIN CAMPUS SECURITY AND CRIME STATISTICS REPORT			
Statutory rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
Simple assault	0	0	0
Larceny-theft	0	0	0
Intimidation	0	0	0
Destruction/damage/vandalism of property	0	0	0
<b>Violence Against Women Act (VAWA) Offences – on campus</b>			
Domestic violence	0	0	0
Dating violence	0	0	0
Stalking	0	0	0
<b>Violence Against Women Act (VAWA) Offences – public property</b>			
Domestic violence	0	0	0
Dating violence	0	0	0
Stalking	0	0	0
<b>Arrests – on campus</b>			
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0
<b>Arrests – public property</b>			
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0
<b>Disciplinary Actions – on campus</b>			
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0
<b>Disciplinary Actions – public property</b>			
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0
<b>Unfounded Crimes</b>			
Total unfounded crimes	0	0	0
<b>Fire Report</b>			
False Alarms – Deliberate Acts	0	0	0
Fire Alarms, Accidental	0	0	0
Fires	0	0	0
Injuries due to fire	0	0	0
Deaths due to fire	0	0	0

FLASHPOINT CHICAGO CRIME STATISTICS REPORT			
CRIMINAL OFFENCE	2016	2017	2018
<b>Criminal Offences – on campus</b>			
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0

FLASHPOINT CHICAGO CRIME STATISTICS REPORT			
Statutory rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
<b>Criminal Offences – public property</b>			
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory rape	0	0	0
Robbery	0	1	1
Aggravated assault	0	1	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
<b>Hate Crimes – on campus</b>			
Murder/Non-negligent manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
Simple assault	0	0	0
Larceny-theft	0	0	0
Intimidation	0	0	0
Destruction/damage/vandalism of property	0	0	0
<b>Hate Crimes – public property</b>			
Murder/Non-negligent manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
Simple assault	0	0	0
Larceny-theft	0	0	0
Intimidation	0	0	0
Destruction/damage/vandalism of property	0	0	0
<b>Violence Against Women Act (VAWA) Offences – on campus</b>			
Domestic violence	0	0	0
Dating violence	0	0	0
Stalking	0	0	0
<b>Violence Against Women Act (VAWA) Offences – public property</b>			
Domestic violence	0	0	0

FLASHPOINT CHICAGO CRIME STATISTICS REPORT			
Dating violence	0	0	0
Stalking	0	0	0
<b>Arrests – on campus</b>			
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0
<b>Arrests – public property</b>			
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0
<b>Disciplinary Actions – on campus</b>			
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0
<b>Disciplinary Actions – public property</b>			
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0
<b>Unfounded Crimes</b>			
Total unfounded crimes	0	0	0
<b>Fire Report</b>			
False Alarms – Deliberate Acts	0	0	0
Fire Alarms, Accidental	0	0	0
Fires	0	0	0
Injuries due to fire	0	0	0
Deaths due to fire	0	0	0