



Annual Security Report 2019

The federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) requires colleges and universities, both public and private, participating in federal student aid programs to disclose campus safety information, and imposes certain basic requirements for handling incidents of sexual violence and emergency situations. Disclosures about crime statistics and summaries of security policies are made once a year in an Annual Security Report.

police.maricopa.edu

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Message from the Maricopa Community Colleges Police Department

On behalf of the men and women of the Maricopa County Community College's Police Department, it is my pleasure to welcome you to Mesa Community College.

The Maricopa County Community College District (MCCCD) Police Department is a law enforcement agency that operates onsite, 24 hours a day, 7 days a week, 365 days a year. Police personnel assigned to Mesa Community College (MCC) are available on campus every day to provide assistance or information, either in person or by phone. The MCCCD Police Department Office at MCC is located in the westside of the SC building (building 14), which is located on the Southwest side of the campus. The MCCCD Police Department Office at Red Mountain is located in the Ironwood building and the MCCCD Police Department Office at the Downtown Center is located on the fourth floor. The MCCCD Police Central Communications Center phone number is (480) 784-0900 and the emergency phone number is (480) 784-0911.

All three campuses of the Mesa Community Colleges, MCC Dobson, MCC Red Mountain, MCC Downtown Center and a single building location, VET Tech are located in the City of Mesa. The MCCCD Police maintains an excellent working relationship with both the Mesa Police and Mesa Fire Departments.

The men and women of the Maricopa Community College Police Department are dedicated individuals who are committed to making a difference and supporting the educational mission of Mesa Community College. If you are the victim of a crime, I encourage you to report it, in addition to any suspicious activity you observe on campus to the MCCCD Police. I am confident that you will find members of MCCCD Police approachable, knowledgeable, and highly professional.

Please take a few minutes to review the following information. I invite you to contact MCCCD Police if you need further information or simply wish to speak with one of our officers. We are constantly seeking ways to improve the quality of our services and welcome your comments, suggestions, compliments and complaints. Since many of our students also attend other Maricopa Community Colleges, I refer you to the District Police website at <https://police.maricopa.edu/> for links to their Annual Security Reports.

Please feel free to contact me at (480) 461-7066 or by email steven.lieber@mesacc.edu

Sincerely,

Steven Lieber

Steven Lieber, Commander

Maricopa County Community College Police Department

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Annual Security Report Preparation

The U.S. Congress enacted the Crime Awareness and Campus Security Act in 1990, which requires postsecondary institutions to disclose campus crime statistics and security information. In 1998, the act was renamed the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act – Clery Act – in memory of a student who was slain in her dorm room in 1986 in Pennsylvania.

The Violence Against Women Reauthorization Act of 2013 includes the Campus Sexual Violence Elimination Act, which affords additional rights to campus victims of sexual assault, domestic violence, dating violence, and stalking. VAWA also amended the Clery Act and provided additional reporting requirements.

These federal statutes require higher education institutions to give timely warnings of crimes that represent a threat to the safety of students or employees and to publicize their campus security policies. They require crime data to be collected, reported, and disseminated to the campus community as well as to the U.S. Department of Education. The purpose is to provide students and their families with accurate, complete, and timely information about safety on campus, so they can make informed decisions.

The Maricopa Community Colleges Police Department prepares the text of this Annual Security and Fire Safety Report through a collaborative team approach, which involves other departments within the colleges including the Office of Student Rights and Responsibilities, Counseling Services, and Title IX.

The Maricopa Community Colleges Police Department collects statistical data provided by reports to the Police, other identified campus security authorities and other law enforcement agencies. You may view the Mesa Police Department website or the Arizona Department of Public Safety website to see crime statistics for the general area around the MCC Dobson, MCC Red Mountain or the MCC Downtown Campuses.

Mesa Police Department:

<https://www.mesaaz.gov/residents/police>

Arizona Department of Public Safety:

<https://www.azdps.gov/>

The Maricopa Community Colleges do not use any personally identifying information in public record keeping including Clery Act reporting and disclosures such as the Annual Security Report and Daily Crime Log.

Maricopa Community Colleges Police Department distributes a notice of availability of the Annual Security Report by October 1 of each year to every member of the college community. Anyone, including prospective students and employees, may obtain a copy of the report by visiting <https://police.maricopa.edu/>

Annual Security Report

The 2019 Annual Security Report is prepared to inform you of MCC's campus crime statistics, security policies, fire statistics, and steps you can take to enhance your safety. It also includes policies, and programs regarding sexual assault, dating violence, domestic violence, stalking, and alcohol and drug prevention campaigns. This report includes information for the MCC Dobson Campus, MCC Red Mountain Campus and the Downtown Center for the 2016, 2017 and 2018 calendar years.

Police Jurisdiction on MCCCCD Campuses

The MCCCCD Police Department is vested with the authority and responsibility to enforce all applicable local, state and federal laws, as well as MCCCCD policies. MCCCCD Police Officers have the authority and duty to conduct criminal investigations, arrest violators and suppress campus crime. MCCCCD Police are empowered by the State of Arizona to provide police and other quality safety services to the Maricopa Community College District.

MCCCCD Police Officers are duly sworn peace officers under [A.R.S. § 13-3871](#), are authorized to carry firearms, and have the same authority as municipal police officers to use police powers of arrest. On-duty Police Officers traveling outside routine patrol areas on official College business may take appropriate law enforcement actions as necessary in the absence of available Local, County or State officers up to and including investigation and final criminal disposition.

The MCCCCD Police Department also employs unarmed police aides to assist with campus security. Police aides are full and part-time department employees who serve as the “eyes and ears” of MCCCCD Police. They take reports for minor incidents, provide basic emergency services and assist police officers as needed.

The MCCCCD Police Department also contracts with an independent security firm, to oversee safety and security in the absence of Police/Public Safety Personnel. They typically provide security during the hours the campus is closed. Police Officers, Public Safety Aides and Contract Security Staff, have distinct uniforms and photo ID's which allow them to be identified by members of the college and surrounding community.

State and Local Law Enforcement Agencies

The MCC Police Department works closely with the Mesa Police Department. The MCC Police Department does not have written Mutual Aid Agreements or Memorandums of Understanding with that agency.

If an outside law enforcement agency contacts MCCCCD regarding a student organization, which is officially recognized by the institution, the Student Code of Conduct would dictate the appropriate intervention for the college. The Student Conduct

Code shall apply to conduct that occurs on college or District premises, or at college- or District-sponsored activities, that adversely affects the college community and/or the pursuit of its objectives. Each student shall be responsible for his/her conduct from the time of admission through the actual awarding of a degree, certificate, or similar indicator of completion of a course of study, even though conduct may occur before classes begin or after classes end, as well as during the academic year and during periods between terms of actual enrollment (and even if their conduct is not discovered until after a degree is awarded). The Student Conduct Code shall apply to a student's conduct even if the student withdraws from school while a disciplinary matter is pending.

MCC Police Department Office Location

The MCCCDCD Police Department office at MCC is located in the westside of the SC building (building 14), which is located on the Southwest side of the campus. The MCCCDCD Police Department office at Red Mountain is located in the Ironwood building and the MCCCDCD Police Department office at the Downtown Center is located on the fourth floor.

MCCCDCD Police Department Contact Information

- Chandler-Gilbert: 2626 E. Pecos Rd, Chandler, AZ 85225 – **(480) 732-7280**
- Chandler- Gilbert Williams: 7360 E. Tahoe Ave, Mesa, AZ 85212-**(480) 988-8888**
- Estrella Mountain: 3000 N Dysart Rd, Avondale, AZ 85392 – **(623) 935-8915**
- GateWay: 108 N 40th St., Phoenix, AZ 85034 - **(602) 286-8911**
- Glendale: 6000 W Olive Ave, Glendale, AZ 85302 - **(623) 845-3535**
- Glendale North: 5727 W Happy Valley Rd, Phoenix, AZ 85310 - **(623) 930-3000**
- Mesa: 1833 W. Southern, Mesa, AZ 85202 – **(480) 461-7046**
- Mesa Red Mountain: 7110 E. McKellips Rd, Mesa AZ 85207 - **(480) 461-7046**
- Paradise Valley: 18401 N 32nd St., Phoenix, AZ 85032 - **(602) 787-7862**
- Phoenix: 1202 W. Thomas Rd, Phoenix, AZ 85013 – **(602) 285-7777**
- Rio Salado: 2323 W. 14th St., Tempe, AZ 85281 – **(480) 377-4556**
- Scottsdale: 9000 E Chaparral Rd, Scottsdale, AZ 85256-**(480) 423-6175**
- South Mountain: 7050 S. 24th St., Phoenix, AZ 85042 – **(602) 243-8100**

Crime Logs

The MCCCCD Police Department maintains a daily crime log documenting reported crimes in accordance with the Clery Act. Campus Crime Logs can be accessed electronically on the MCCCCD Police website <https://police.maricopa.edu> or viewed in person by going to any of the MCCCCD Police Department locations on our campuses.

Reporting Crimes and Incidents

The Maricopa Community Colleges District has a number of ways for campus community members and visitors to report crimes, serious incidents, and other emergencies to law enforcement and appropriate college officials. Regardless of how and where you decide to report these incidents, it is critical for the safety of the entire college community that incidents be reported immediately and accurately so MCCCCD Police, or responsible jurisdictional agency, can investigate the situation and determine if follow-up actions are required, including issuing a Timely Warning or emergency notification.

MCCCCD students, faculty and staff are encouraged to report all crimes and suspicious activity in an accurate and timely manner. If the victim elects not to or is unable to report, a third party may make the report.

Crimes in progress and serious crimes that have just occurred should be reported by calling 480-784-0911 from any phone or **40911** from any campus phone. Whenever possible, the actual victim of the crime or witness should call directly. First-hand information is usually more accurate and complete. You may report a crime if someone gives you the information and leaves, but include this fact when reporting. Crimes or suspected crimes may be reported by telephone, in person, or with the Rave Guardian mobile application. The Rave Guardian app is available through [Google Play](#) and [iTunes](#).

Non-emergency crimes occurring on MCCCCD property can be reported by dialing **480-784-0900** from any phone or **40900** from any campus phone. MCCCCD Police Officers or public safety aides will respond to all non-emergency calls for service.

MCCCCD Police Communications & Records Bureau

The MCCCCD Police Communications & Records Bureau is staffed 24 hours a day, seven days a week, by trained public safety dispatchers. Our communication center is centralized and handles both emergency and non-emergency calls for services. Emergency phone calls and officer radio transmissions take precedence; however, all calls will be answered as soon as possible.

Dispatchers receive emergency and non-emergency phone calls from the college community which are requesting police or other emergency services using a multi-line

telephone system while monitoring fire, intrusion and emergency notification systems. Dispatchers also monitor the Rave Guardian mobile app dashboard for emergency incidents. Dispatchers enter calls with pertinent information from callers into a Computer Aided Dispatch system to be disseminated to officers who respond.

What to expect when calling 911

When calling to report a crime or incident, be ready to give information on the following questions:

- Where is the incident occurring?
- What is happening?
- When did the incident occur?
- Who is involved?
 - Where and when the suspect(s) were last seen
 - Suspects(s) description (including gender, race, age, height, weight, hair color/length, clothing, facial hair, tattoos/scars)
- Weapon(s), if any, and a description
- Other relevant information

In addition to the importance of reporting, information assists responders in developing timely warnings for the college community.

Cell phones do not automatically register caller's names and exact location information in the 911 system. When calling 911 from a cell phone, tell the dispatcher you are calling from a cell phone and provide the location of your emergency. Dispatchers will ask questions regarding the emergency and may confirm information for a proper agency response. Cell phone 911 calls may be re-directed to another law enforcement agency depending on the location of the emergency.

Campus Security Authorities

While the district encourages the college community to promptly report all crimes and other emergencies directly to the MCCC Police Department, the district also recognizes that some may prefer to report the incident to other individuals and offices. The Clery Act recognizes certain college officials, and employees and offices as Campus Security Authorities (CSA's). The act defines these individuals as "officials of an institution who have significant responsibility for student and campus activities," including but not limited to, student discipline, student activities, student club advisors and coaches. An example of individuals or college departments are: Dean of Students, Disability Services, Veteran's Services, and Athletic Coaches.

The function of a Campus Security Authority at the colleges is to report to the MCCCDCD Police those allegations of Clery Act crimes that he or she receives. CSA's are responsible for reporting allegations of Clery Act crimes that are reported to them in their capacity as a CSA. This means that CSA's are not responsible for investigating or reporting incidents that they overhear students talking about in a hallway conversation; that a classmate or student mentions during an in-class discussion; that a victim mentions during a speech, workshop, or any other form of a group presentation; or that the CSA otherwise learns about in an indirect manner.

When the District Contracted Security Company personnel are working at colleges, they are considered Campus Security Authorities by Federal Law, the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. As such, any employee of the company who works at any location that is owned, leased or controlled by district is required to immediately report any crime reported to him/her to the reporting structure of the Institution, which is the Maricopa County Community College Police Department. The District Contracted Security Company must add this requirement to the Standard Operating Procedures that are read by the officers and supervisors who work on site on all district owned, leased, or controlled properties.

Confidential or Anonymous Reporting

Licensed counselors and pastoral counselors are exempt from Clery Act reporting requirements. To be exempt from disclosing reported offenses, pastoral or professional counselors must be acting in the role of pastoral or professional counselors. Currently, MCCCDCD only employs academic counselors who are not exempt from Clery Act reporting requirements.

However, our counselors are encouraged to inform a person receiving counseling of the procedure for reporting crime on a voluntary, confidential basis for the purpose of including the crime in the annual disclosure of crime statistics. When making such a report, the individual is not required to disclose personally identifying information.

A victim's personally identifying information (e.g., name, home or other physical address, contact information, social security number, date of birth) will never be included in the Clery crime log, the Annual Security Report, or any other publicly available recordkeeping related to the Clery Act.

If you would like to report a crime, whether as a victim or witness, but do not wish to reveal your identity, you may contact the MCCCDCD Police at 480-784-0900 or use the Rave Guardian mobile application available through [Google Play](#) and [iTunes](#). Additional information is helpful to fully investigate and prosecute crime; however, MCCCDCD Police will respond to all reports of suspicious or criminal activity.

The purpose of the report is to maintain confidentiality, while taking steps to ensure the future safety of yourself and others. With such information, the college can keep accurate records of the number of incidents involving students, employees and visitors,

determine where there may be a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community of potential dangers. Reports filed in this manner are disclosed in the Annual Security Report for statistical purposes. When the report involves allegations of sexual harassment (including sexual violence), it is made available to the campus Title IX Coordinator.

Services to Help You Stay safe and Prevent Crime

Community Policing

Community-based policing is a collaborative effort between a police department and community that identifies problems of crime and disorder and involves all elements of the community in the search for solutions to these problems. It is founded on close, mutually beneficial ties between police and community members.

In addition to partnering with the community, collecting and analyzing reported crime data plays an important part in this process. The data is reviewed and then educational, enforcement, and deterrent strategies are employed to reduce the occurrence of crime in our community.

The MCCCCD Police Department believes that preventing crime is a shared responsibility. For every crime committed, there must be a desire, an opportunity, and the ability to commit the crime. While you cannot control another's desire or ability to commit a crime, you can control the opportunity by doing the following:

- Always remain alert and aware of your surroundings.
- Always secure valuable items with a proper lock.
- Do not walk alone at night.
- Never leave valuable items unattended.
- Record the make, model and serial numbers of your valuables.
- Report any unusual or suspicious activity you witness.

Safety Escort Services

A Campus Safety Escort Program has been established, as part of the MCCCCD Police Department's commitment to value-added community-oriented policing. Escorts are limited to the boundaries of MCCCCD properties. Safety escorts are provided by MCCCCD Police Officers and or Public Safety Officers. To request a safety escort at any time, contact the MCCCCD Police at 480-784-0900.

Emergency Call Boxes

Some colleges have emergency call boxes located throughout their campuses. They are easily identifiable by the blue light on the top of the pole with Emergency printed on it or by a bright yellow box mounted on a metal pole. To operate the call box, simply press the call button, College Police personnel will answer immediately and provide

assistance. If the area remains unsafe, you may move to the next call box location and activate it until police arrive. Your location is identifiable to police with each activation. The emergency phones are not only located near campus buildings but also in many of the college operated parking lots and parking structures. The emergency phones are directly linked to the College Police on their corresponding campuses.

Alertus

At various locations, flashing strobes indicate an incident has or is about to occur in an immediate area. The strobes are supported by electronic message boards that provide directives for evacuation, lockdown, or shelter in place. Students and employees are expected to comply with these directives.

Rave Alert

In the event of an emergency on any campus, MCCCDC will use the Rave Alert Emergency Notification System to alert students, faculty and staff via text and email. Alerts are sent when there is an ongoing emergency on or near campus that presents a threat to the safety of the campus community. Messages can be pre-recorded or altered depending on the severity of the situation. Follow up text messages will be sent once the emergency is all clear.

Rave Guardian App

The Rave Guardian app is an additional step MCCCDC takes to improve the safety and security of the campus community.

MCCCDC community members gain more mobile reporting power for reporting crimes and emergencies with the free Rave Guardian mobile app available through [Google Play](#) or [iTunes](#). Smartphone users who download the app can report tips to MCCCDC Police, make emergency calls, and perform other functions that help enhance their personal safety and security, including requesting Safety Escorts on campus. The app allows users to communicate anonymously with MCCCDC Police in real-time via audio and text messages.

Users can also create a network of guardians consisting of family, friends and others they trust to look after them. Friends and family also can virtually walk an app user home. The app's Safety Timer feature uses the phone's GPS to locate an app user's progress on a Web-based map. Users may deactivate the Safety Timer once they have reached their destination safely. Users have total control over who they invite to use this feature, and they also may disable access at any time. The feature is a one-time use, and cannot be used by a family member or friend to monitor a person's location at a later time.

Crime Awareness & Prevention

General Crime Prevention

Maricopa Community Colleges strives to maintain a safe and secure college environment for students, staff and visitors. Offices, laboratories and classrooms are secured when not in use and our officers who discover defective doors and locks, interior/exterior lighting problems, or other safety hazards, immediately report the situation to the appropriate college department for action. To further improve safety, the college encourages all campus community members to take an active role and immediately report any observation of a suspected crime, unusual or suspicious activity, emergency, or hazardous condition to their College Police Departments.

Prevention Programs

Police officers conduct presentations relating to crime prevention and safety policies during orientations and at other times, when requested by staff or students. Crime prevention materials are distributed to all incoming students.

Safety Presentations

Members of each college Police Department office routinely provide safety presentations during class orientations. They are also available to talk to any department or groups of students. The orientations and talks are designed to educate members of the college community about the services provided and how to avoid becoming the victim of a crime at the college.

Bicycle Registration Program

The Maricopa County Community College Police are asking for your help in combating bicycle thefts on campus. Please [register](#) your bike with our department and always lock your bicycle to a secure authorized bike rack whenever it is unattended. Please contact our department for more information.

Theft Prevention Tips

- Never leave your bicycle unattended! Lock it up to an authorized/secure bike rack in a well-lit area with frequent pedestrian traffic.
- Report suspicious activities! Report any suspicious activity near bike racks - if you see something, say something.
- Register your bike! Register your bike with the college police to ensure we have the information needed

Consent

Defining Consent

Consent is a crucial factor for preventing and protecting yourself from sexual violence. In the Maricopa County Community College District (MCCCD), consent can only be given by a person of legal age, cannot occur when a person is mentally or physically incapacitated (which includes intoxication), and requires that all parties understand the who, what, when, where, why, and how of the sexual interaction.

When the identity of the accused is known, consent is used to determine if an act of sexual violence occurred. MCCCD defines consent as...

- Clear, knowing, and voluntary
- Revocable at any time
- An active, rational, and reasonable decision
- Approval for each type of sexual activity
- Mutually understandable and clear permission

Obtaining and giving consent is the most important part of protecting yourself against sexual violence. The following list are some examples of how to gain consent from and give consent to your intimate partners:

- Clarifying or summarizing what the other person shared
- Communicating your expectations and limits
- Asking for permission, approval, or acceptance when seeking intimacy
- Understanding why someone did or chose something
- Expressing discomfort with acts of physical intimacy
- Talking about sexual intimacy when sober
- Confirming the feelings of the other person
- Starting with small decisions
- Sharing when you want to stop, slow down, or wait

The Impact of Alcohol and Drugs on Consent

The use of alcohol or drugs **never** makes a victim at fault for an act of sexual harassment, discrimination, or violence.

Students should be aware that alcohol and other drugs influence behavior and alter an individual's ability to give consent to sexual acts. Engaging the following behaviors increases the probability of experiencing sexual violence:

- Frequently drinking enough to get drunk
- Drinking to the point of being unable to resist sexual advances
- Taking opened alcoholic drinks
- Leaving alcoholic drinks unattended, unobserved, or uncovered
- Miscommunicating about sex

Campus SaVE Act

Sexual Assault, Domestic Violence, Dating Violence and Stalking

The Campus Sexual Violence Elimination Act – SaVE Act – was passed in March 2013 as part of the Violence Against Women Reauthorization Act, VAWA. As a result, colleges and universities must include statistics on incidents of sexual assault, domestic violence, dating violence and stalking.

MCCCD prohibits dating violence, domestic violence, sexual assault and stalking as defined for purposes of the Clery Act. MCCCD recognizes that sexual misconduct, including sexual violence, is a societal problem, and members of the college communities certainly have not been immune. Such violence has a profound impact on a victim's academic, social, and personal life, and negatively affects the experiences of their friends and families, other students, and all college community members.

Title IX of the Education Amendments of 1972 protects individuals from discrimination based on sex in any educational program or activity operated by recipients of federal financial assistance. Sexual harassment, which includes acts of sexual violence, is a form of sex discrimination prohibited by Title IX. MCCCD does not discriminate on the basis of sex in the employment, education programs or activities it operates. MCCCD [Title IX Coordinators](#) work with the Department of Human Resources, which is available to investigate and resolve allegations of unlawful discrimination, harassment, and retaliation, including all forms of sexual misconduct involving faculty, staff, and other MCCCD affiliates. Title IX Coordinators also work with MCCCD's Student Rights and Responsibilities, which investigates and resolves allegations involving Student Code of Conduct violations. All complaints of such conduct are taken seriously, and appropriate action will be taken to hold violators accountable and to prevent recurrence.

MCCCD strives to foster a positive learning and working environment that promotes every individual's ability to participate fully in the college experience. This participation should be without fear of sexual harassment, sexual violence, sexual assault, domestic violence, dating violence, or stalking. MCCCD works to combat these social problems through district policies (e.g., [\[ADMIN REG 5.1\]](#), [\[ADMIN REG 2.5\]](#)).

Preventing Sex Discrimination and Harassment is a mandatory online training course. This course will foster a safe and productive work environment by training employees on what is considered sexual harassment, prevention training, and what to do if they see or experience sexual harassment. This course is required by Federal Law and will provide information on preventing sex harassment and the federal laws dealing with this topic.

Current faculty, employees, and Persons of Interest (POI)* must complete the course within the [Employee Learning Center](#). New employees will be required to complete the course within 30 days of start date.

Preventing Sexual Harassment and Sexual Violence course is now available to all students. Please check for your self-enrollment link in your Message Center within your Online Student Center via My.Maricopa.edu.

Bystander Intervention

MCCCD expects that you will step up and help others in need. This creates a powerful network of students who watch out for each other, show concern for each other's well-being, and help prevent harmful situations from occurring. How and when to intervene are often difficult decisions. Your first concern should always be safety. If you or someone else is in immediate danger, call 911 immediately. Included below are some general tips about intervention when the situation does not pose an immediate threat of danger.

- **Pay attention.** It is easier for you to notice something amiss if you are aware of what is going on in your surroundings. If you get the sense something is wrong, trust your instincts. If you are observing a situation where someone is encouraging another person to become intoxicated with alcohol or other drugs – step in.
- **Take personal responsibility.** People often do not intervene because they believe it is not their responsibility or someone else will help the person. Think about what you would want someone to do for you or for a friend or family member. We want MCCCD to be a safe community and it is important to watch out for one another.
- **Decide how to help.** Start by assessing the situation. Determine whether it is safe for you to intervene on your own, whether you should call others to help you, and whether to involve the police. Thinking about these questions will help you determine how you can effectively address the situation.
 - **De-escalate:** Be calm and respectful.
 - **Offer help:** Signal your concern and willingness to act. It's okay if you are turned down at first or altogether; simply offering help can change the dynamics.
 - **Slow things down:** Give people time to extricate themselves, if that's what they want.
 - **Disrupt the situation:** Intrude. Make a joke. Change the topic. Spill something. Be a third wheel.
- **Early Intervention.** It is important to intervene as soon as you notice someone might be in danger. It is typically safer and more effective to intervene before a situation escalates. You should never intervene if you feel your personal safety is at risk. If you feel unsafe, you should get the police involved so they can address the situation.

Refer peers to resources. There are a variety of campus resources that can help someone who has experienced sexual violence. Educate yourself about these resources. This will prepare you to help someone who may disclose sexual violence to you. If someone tells you they have been sexually assaulted, believe them, be there for them, and share information about resources available to help them. For more information, visit [Resources](#).

Cases involving allegations of dating violence, domestic violence, sexual assault, and stalking, reported at MCCCDC are promptly, fairly, and thoroughly investigated. Title IX investigators provide victims with written notification of their rights and options that let them know they are not alone including, but not limited to, providing guidance on finding a safe place, filing a police report, seeking medical care and changing student living, academic, transportation or work situations. To learn more visit [Victim Rights](#).

VAWA Definitions

Sexual Assault, Dating Violence, Domestic Violence and Stalking

The Campus SaVE Act requires MCCCDC to compile statistics on domestic violence, dating violence, sexual assault, and stalking in addition to the other enumerated crimes. The VAWA definitions for sexual assault, dating violence, domestic violence and stalking are provided below:

Sexual Assault (Sex Offenses)

Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.

- a. **Rape** is the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes rape of both males and females.
- b. **Fondling** is the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his or her age or because of his or her temporary or permanent mental incapacity.
- c. **Incest** is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- d. **Statutory Rape** is sexual intercourse with a person who is under the statutory age of consent.

Dating Violence

Dating violence is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on a consideration of the reporting party's statement and with the consideration of the length of the relationship, the type of

relationship, and the frequency of interaction between the persons involved in the relationship.

For the purpose of this definition:

- Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- Dating violence does not include acts covered under the definition of domestic violence.

Domestic Violence

Domestic Violence is defined as a felony or misdemeanor crime of violence committed

- By a current or former spouse of intimate partner of the victim.
- By a person with whom the victim shares a child in common.
- By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner.
- By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Stalking

Stalking is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- Fear for the person's safety or the safety of others; or
- Suffer substantial emotional distress.

For the purpose of this stalking definition:

- **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 a person, or interferes with a person's property.
- **Reasonable person** means a reasonable person under similar circumstances and with similar identities to the victim.
- **Substantial emotion distress** means significant mental suffering or anguish that may, but does not require, medical or other professional treatment or counseling.

Applicable Jurisdictional Law Definitions Sexual Assault, Dating Violence, Domestic Violence and Stalking

Arizona

The Arizona Revised Statutes contain the following definitions, which applies to all MCCCCD locations.

A.R.S. § 13-1406: Sexual Assault

A person commits sexual assault by intentionally or knowingly engaging in sexual intercourse or oral sexual contact with any person without consent of each person.

A.R.S. § 13-1401: “Without Consent”

“Without consent” includes any of the following:

- The victim is coerced by the immediate use or threatened use of force against a person or property.
- The victim is incapable of consent by reason of mental disorder, mental defect, drugs, alcohol, sleep or any other similar impairment of cognition and such condition is known or should have reasonably been known to the defendant. For the purposes of this subdivision, “mental defect” means the victim is unable to comprehend the distinctively sexual nature of conduct or is incapable of understanding or exercising the right to refuse to engage in the conduct with another.
- The victim is intentionally deceived as to the nature of the act.
- The victim is intentionally deceived to erroneously believe the person is the victim’s spouse.

A.R.S. § 13-3601: Domestic Violence

A crime of violence or criminal damage, if any of the following apply:

- The relationship between the victim and the defendant is one of marriage or former marriage or of persons residing or having resided in the same household.
- The victim and the defendant have a child in common.
- The victim or the defendant is pregnant by the other party.
- The victim is related to the defendant or the defendant’s spouse by blood or court order as a parent, grandparent, child, grandchild, brother or sister or by marriage as a parent-in-law, grandparent-in-law, stepparent, step-grandparent, stepchild, step-grandchild, brother-in-law or sister-in-law.
- The victim is a child who resides or has resided in the same household as the defendant and is related by blood to a former spouse of the defendant or to a person who resides or who has resided in the same household as the defendant.

- [Dating Violence] The relationship between the victim and the defendant is currently or was previously a romantic or sexual relationship. The following factors may be considered in determining whether the relationship between the victim and the defendant is currently or was previously a romantic or sexual relationship:
 - (a) The type of relationship.
 - (b) The length of the relationship.
 - (c) The frequency of the interaction between the victim and the defendant.
 - (d) If the relationship has terminated, the length of time since the termination.

A.R.S. § 13-2923: Stalking

A. A person commits stalking if the person intentionally or knowingly engages in a course of conduct that is directed toward another person and if that conduct causes the victim to:

1. Suffer emotional distress or reasonably fear that either:

a) The victim's property will be damaged or destroyed.

b) Any of the following will be physically injured:

(i) The victim

(ii) The victim's family member, domestic animal or livestock.

(iii) A person with whom the victim has or has previously had a romantic or sexual relationship.

(iv) A person who regularly resides in the victim's household or has resided in the victim's household within the six months before the last conduct occurred.

2. Reasonably fear death or the death of any of the following:

a) The victim's family member, domestic animal or livestock.

b) A person with whom the victim has or has previously had a romantic or sexual relationship.

c) A person who regularly resides in the victim's household or has resided in the victim's household within the six months before the last conduct occurred.

B. This section does not apply to an interactive computer service, as defined in 47 United States Code section 230(f)(2), or to an information service or

telecommunications service, as defined in 47 United States Code section 153, for content that is provided by another person.

C. Stalking under subsection A, paragraph 1 of this section is a class 5 felony. Stalking under subsection A, paragraph 2 of this section is a class 3 felony.

D. For the purposes of this section:

1. "Course of conduct:"

(a) Means directly or indirectly, in person or through one or more third persons or by any other means, to do any of the following:

(i) Maintain visual or physical proximity to a specific person or direct verbal, written or other threats, whether express or implied, to a specific person on two or more occasions over a period of time, however short.

(ii) Use of any electronic, digital or global positioning system device to surveil a specific person or a specific person's internet or wireless activity continuously for twelve hours or more or on two or more occasions over a period of time, however short, without authorization.

(iii) Communicate, or cause to be communicated, on more than one occasion words, images or language by or through the use of electronic mail or an electronic communication that is directed at a specific person without authorization and without a legitimate purpose.

(b) Does not include constitutionally protected activity or other activity authorized by law, the other person, the other person's authorized representative or if the other person is a minor, the minor's parent or guardian.

2. "Emotional distress" means significant mental suffering or distress that may, but does not have to, require medical or other professional treatment or counseling.

Reporting the Incident

MCCCD strongly encourages victims of sexual assault, domestic violence, dating violence, sexual harassment, or stalking to seek support and report the incident. In these cases, the focus for MCCCD Police is on investigating the allegations and providing victims with the necessary assistance and resources.

The following reporting options are available to MCCCD students, faculty and staff who have been victimized or who know someone who has been or is being victimized. We understand individual circumstances may determine if and how a victim chooses to

make a report. A victim can choose to pursue one or more reporting options. These options are outlined below.

- A report may be filed by contacting the District Police Communications Center, or your local [College Police Department](#) Office. Emergency situations should be immediately reported to the District Communications Center at: 480-784-0911 (Emergency) or 480-784-0900 (Non-emergency)
- A report may be filed by contacting your local college [Title IX Coordinator](#).
- Incidents may also be reported to Campus Security Authorities (CSA's) as defined by the Campus Security Policy and Campus Crime Statistics Act.

Confidentiality

The Maricopa County Community College District (MCCCD) has designated a [Title IX Coordinator](#) at each college. If a victim discloses an incident to a responsible employee or directly to the Title IX Coordinator, but wishes to maintain confidentiality or requests that no investigation into a particular incident be conducted or disciplinary action taken, the Title IX Coordinator must weigh that request against MCCCD's obligation to provide a safe, non-discriminatory environment for all students, including the victim.

When weighing a victim's request for confidentiality or that no investigation or discipline be pursued, the campus' [Title IX Coordinator](#) will consider a range of factors, including the following:

- The increased risk that the accused individual will commit additional acts of sexual or other violence, such as:
 - whether there have been other sexual violence complaints about the same accused individual; or whether the accused individual has a history of arrests or records from a prior school indicating a history of violence;
 - whether the accused individual threatened further sexual violence or other violence against the victim or others;
 - whether the sexual violence was committed by multiple individuals;
- whether the sexual violence was perpetrated with a weapon;
- whether the victim is a minor;
- whether MCCCD possesses other means to obtain relevant evidence of the sexual violence (e.g., security cameras or personnel, physical evidence);
- whether the victim's report reveals a pattern of perpetration (e.g., via illicit use of drugs or alcohol) at a given location or by a particular group.

The presence of one or more of these factors could lead MCCCD to investigate and, if appropriate, pursue disciplinary action. **If none of these factors are present, MCCCD will likely respect the victim's request for confidentiality.**

If MCCCDC determines that it cannot maintain a victim's confidentiality, MCCCDC will inform the victim prior to starting an investigation and will, to the extent possible, only share information with people responsible for handling the college's response. MCCCDC will remain mindful of the victim's well-being, will take ongoing steps to protect the victim from retaliation or harm, and will work with the victim to create a safety plan. Retaliation against the victim, whether by students or MCCCDC employees, will not be tolerated. MCCCDC will also:

- assist the victim in accessing other available victim advocacy, academic support, counseling, disability, health or mental health services, and legal assistance both on and off campus (see portion of policy identifying these);
- provide other security and support, which could include issuing a no-contact order, helping arrange a change of living or working arrangements or course schedules (including for the accused individual pending the outcome of an investigation) or adjustments for assignments or tests; and
- inform the victim of the right to report a crime to campus or local law enforcement, and provide the victim with assistance if the victim wishes to do so.

MCCCDC may not require a victim to participate in any investigation or disciplinary proceeding.

If MCCCDC honors the request for confidentiality, a victim must understand that MCCCDC's ability to meaningfully investigate the incident and pursue disciplinary action against the accused individual(s) may be limited. Although rare, there are times when MCCCDC may not be able to honor a victim's request in order to provide a safe, non-discriminatory environment for all students. If MCCCDC determines that it can respect a victim's request for confidentiality, MCCCDC will also take immediate action as necessary to protect and assist the victim.

Other Confidential Resources

Sexual misconduct can be a complex and painful experience that can require many different types of support including medical, legal, psychological, and academic resources. There are no employees within Maricopa who can guarantee complete confidentiality; however, there are resources outside of Maricopa that you may wish to have a confidential conversation with about your options and what next steps you would like to take.

National Sexual Assault Hotline and Website

Access free, 24/7 local crisis support online or by calling 1-800-856-HOPE (4673). For more information, visit ohl.rainn.org/online.

Off-Campus Counselors, Advocates and Resources

Off-campus counselors, advocates, and health care providers will also generally maintain confidentiality and not share information with MCCCDC unless the victim requests the disclosure and signs a consent or waiver form.

National resources

- [GLBTQ Domestic Violence Project](#)
 - Domestic Violence 24 Hour Hotline: 1-800-832-1901
- [The Network/La Red](#)
 - 24 Hour Crisis Line for GLBTQA Survivors: (617) 742-4911(v); (617) 227-4911(TTY)
- [National Coalition Against Domestic Violence](#)
 - 24 Hour Hotline: 1-800-799-7233 (SAFE); 1-800-787-3224 (TTY)
- [Rape, Abuse, and Incest National Network \(RAINN\)](#)
 - Phone: 1-800-656-HOPE
- [Womenspace National Network to End Violence Against Immigrant Women](#)
 - 24 Hour Hotline: (609) 394-9000

Local Resources

- [A New Leaf](#)
 - Advocacy: (602) 372-7605
 - Hotline: 1-844-SAFEDVS
- [Arizona Coalition to End Sexual and Domestic Violence](#)
 - Legal advocacy: (602) 279-2900; (800) 782-6400
 - Hours of Operation: 8:30 am 5:00 pm, Monday-Friday
- [Autumn House](#)
 - 24 Hour Crisis Line: (480) 835-5555
- [Chrysalis](#)
 - 24 Hour Hotline: (602) 944-4999
 - Programs and Services: (602) 955-9059
- [CONTACTS](#)
 - 24 Hour Hotline: (602) 263-8900; 1-800-799-7739
- [Faith House](#)
 - 24 Hour Crisis Line: (623) 939-6798
- [Glendale Family Advocacy Center](#)
 - Hours of Operation: Monday-Friday 7 am to 5 pm
 - Phone: (623) 930-3720
- [Shelter Without Walls](#)
 - Phone (English): (602) 452-4640
 - Phone (Spanish): (602) 534-3087
- [Sojourner Center](#)

- Crisis Line: (602) 244-0089; (602) 889-1610 (TDD)
- [Southwest Family Advocacy Center](#)
 - Phone: (623) 333-7900

Preserving Evidence

It is important to preserve evidence, which may assist in proving that the alleged criminal offense occurred or which may be helpful in obtaining a protective order. Try to preserve evidence even if you are unsure at the time whether you will pursue pressing criminal charges.

The following is a list of tips for preserving evidence:

Sexual Assault:

Victims of sexual assault should not shower, douche, urinate, brush their teeth, or change or discard their clothing and/or bedding until evidence can be collected.

All victims of sexual assault have a right to have a free forensic medical examination, which will be administered by a registered nurse who has received advanced training to provide care and treatment to sexual assault victims.

Even if you are not sure that you want to file a police report, it can be helpful to have any available evidence collected in case you decide to file a report with law enforcement later. Collection of DNA is most successful when collected within 120 hours (5 days) after the assault.

Domestic and Dating Violence:

Not all experiences of domestic or dating violence cause visible injuries. If visible injuries are present, it can be helpful to document them with photographs, if it is safe to do so. It is also important to seek medical attention if possible and safe to do so.

Stalking:

If you have experienced stalking, it can be helpful to an investigation to retain any evidence of that behavior, including documentation of any unwanted communication (written, oral, electronic), posts (such as on social media), gifts, etc.

Investigation Process

Reporting to the police initiates a process designed to determine what happened. The order in which the steps occur may vary slightly between police departments based

upon the specifics of the case. The steps involved in reporting are: initial interview of victim; forensic examination, witness interviews, evidence collection (clothing, video, text messages, emails, etc.) and review. For MCCCDC Police, cases which meet the elements of sexual assault or sex offense, as defined in the Arizona Revised Statutes, will be submitted to the County Attorney's Office for prosecution. For off campus locations, local law enforcement will make the determination to submit the case for prosecution.

Reporting sexual assault, domestic violence, dating violence, or stalking to MCCCDC Police does not require filing criminal charges. However, it does activate all support systems for the victim, including campus resources. Victims may notify MCCCDC Police or local law enforcement directly. However, if the victim so elects, a [Title IX Coordinator](#) or a Campus Security Authority will assist the victim in notifying law enforcement authorities.

As part of the criminal justice process in Arizona, the victim is given a document listing their rights under the [Arizona Constitution, Article 2, Section 2.1. \(A\)](#), which preserves and protects the victim's right to justice and due process. It also lists the rights which automatically attach to the victim and a list of rights the victim must request, along with information on victim compensation, orders of protection/injunctions against harassment, and a domestic violence legal advocacy resource with contact information. The victim also receives a Community Resources and Links sheet, which provides telephone numbers and webpage addresses for local resources.

A victim may decline to notify law enforcement, but still take advantage of all other MCCCDC and local support systems. When a student or employee reports to MCCCDC that he or she has been a victim of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, MCCCDC will provide the student or employee with a written explanation of the student or employee's rights and options.

Confidentiality: MCCCDC will maintain the confidentiality of the information it receives, except where disclosure is required by law; necessary to protect the health, safety, or security of others; or is necessary to facilitate legitimate university processes, including the reporting, investigation and resolution of student code of conduct violations as well as the resolution of discrimination, harassment or retaliation allegations. MCCCDC will also complete publicly available recordkeeping, including Clery Act reporting and disclosures, without the inclusion of personally identifying information about the victim. If a "timely warning" is required related to an act of sexual violence, MCCCDC will not disclose the names of the victims.

Free Forensic Sexual Exam

The Federal Government under the Violence Against Women Reauthorization Act requires states which receive federal funding under VAWA, as Arizona does, to provide

forensic sexual examinations to all victims regardless of whether police involvement is desired. The forensic sexual exam is always free of charge to the victim of a crime of sexual violence. MCCCCD encourages victims to get the exam to preserve evidence should they later decide to seek prosecution. It may also assist in getting an order of protection.

If a victim chooses to report a crime of sexual violence to the MCCCCD Police Department, the police will assist the victim in contacting a Sexual Assault Response Team Center. However, as noted, a victim may obtain a forensic sexual examination without police involvement. To obtain a free exam, a victim should contact:

Sexual Assault Response Team Centers

Family Advocacy Center

2120 N. Central Ave. #250
Phoenix, AZ 85004-1453
602-534-2120

<https://www.phoenix.gov/humanservices/programs/victims/fac>

Glendale Family Advocacy Center

4600 W. Glendale Ave.
Glendale, AZ 85301
623-930-3720

<http://www.acfan.net/centers/glendale>

Mesa Family Advocacy Center

225 E. 1st Street Mesa, AZ 85201
Mesa, AZ 85201
480-644-4075

<http://acfan.net/centers/mesa-center.htm>

Salt River Pima Maricopa Indian Community Family Advocacy Center

10177 East Osborn Rd.
Scottsdale, AZ 85256

<http://www.acfan.net/centers/salt-river-center.htm>

Scottsdale Family Advocacy Center

3939 N. Drinkwater Blvd.
Scottsdale, AZ 85251

<https://www.scottsdaleaz.gov/human-services/advocacy-center>

Southwest Family Advocacy Center

2333 N. Pebble Creek Pkwy
Suite A-200
Goodyear, Az 85395

<http://www.acfan.net/centers/southwest-family.htm>

Orders of Protection and Injunctions Against Harassment

Civil court orders are issued in an attempt to prevent continuing acts of violence or harassment. A person who is being victimized has the right to file a petition with a magistrate, justice of the peace, or superior court judge for an order of protection or injunction against harassment.

The relationship of the petitioner and the defendant, as defined in [\[A.R.S. § 13-3601\]](#), determines which order applies for orders issued within Maricopa County.

Protection Orders

Protection Orders are civil court orders prohibiting a specific person from contacting you such as coming near your home, work site, school, or other locations as listed on the order. Protection orders are based on the relationship you have with the party you are seeking protection from and must be issued by a judge and served by a police officer, deputy sheriff or process server. The protection order will be effective for 12 months from the service date unless voided by the court.

Protection Orders can restrain a defendant from continuing acts of violence and harassment by prohibiting the individual from contacting or coming in contact with you. A protection order can also provide you with legal recourse if the defendant violates the order.

Protection Orders cannot resolve landlord/tenant disputes, change custody or visitation orders, or guarantee your safety.

Injunction Against Harassment

An Injunction Against Harassment does not depend upon relationships and is available if the conduct of any person is "Harassment" as defined by law [\[A.R.S. § 13-2921\]](#). In Arizona, harassment is a series of acts (at least two events) over any period of time that is directed at a specific person, and that would cause a reasonable person to be seriously alarmed, annoyed or harassed and the conduct, in fact, seriously alarms, annoys, or harasses the person and serves no legitimate purpose.

Applying for an Order of Protection or Injunction Against Harassment

To apply for an order in Maricopa County, the court needs your contact information. If the person you need protection from (the defendant) does not know where you live, the court can hide your address so the defendant will not see it in your Order of Protection paperwork.

You will need to provide information on what acts of violence or threatening conduct occurred leading you to apply for protection, and addresses to which you do not want the defendant to come. In conjunction, you need to provide the names and relationships of other persons for whom you may request protection, whether the defendant has access to or possesses firearms, the nature of your relationship to the defendant, and whether there are any courts involved in the relationship (divorce, child custody, etc.).

You will then appear before a Justice of the Peace who will hear your sworn testimony and review evidence. The Justice will decide whether your order will be issued immediately or whether a hearing will be set. There are no fees associated with applying for any of these protection orders at the time of publication of this document.

Once issued by the Justice Court, the order or injunction will be in effect when a private process server, a law enforcement officer, or a constable serves it to the defendant. It remains in effect for one year from the date it is served. If the defendant violates the order or injunction, contact local law enforcement immediately. If you are in physical danger, call 911. Victims are reminded to remain cautious and have a personal safety plan.

Justice Court Locations Monday - Friday, 8:00 a.m. - 5:00 p.m.

Agua Fria	Arcadia Biltmore	Arrowhead
<p>Court Address: 10420 W. Van Buren St. Avondale, AZ 85323</p> <p>Judge: Joe Guzman Phone: (602) 372-8001 Fax: (602) 372-8201</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>	<p>Court Address: 620 W Jackson St Phoenix, AZ 85003</p> <p>Judge: Leonore Driggs Phone: (602) 372-6300 Fax: (602) 372-6412</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>	<p>Court Address: 14264 W. Tierra Buena Lane Surprise, AZ 85374</p> <p>Judge: Craig Wismer Phone: (602) 372-2000 Fax: (602) 372-2620</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>
Country Meadows	Desert Ridge	Downtown
<p>Court Address: 10420 W. Van Buren St. Avondale, AZ 85323</p> <p>Judge: Anna Huberman Phone: (602) 372-8000 Fax: (602) 372-8024</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>	<p>Court Address: 18380 N. 40th Street Phoenix, AZ 85032</p> <p>Judge: Cathy Riggs Phone: (602) 372-7100 Fax: (602) 372-7912</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>	<p>Court Address: 620 W. Jackson Phoenix, AZ 85003</p> <p>Judge: Enrique Medina Ochoa Phone: (602) 372-6300 Fax: (602) 372-6406</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>

<p style="text-align: center;">Dreamy Draw</p> <p>Court Address: 18380 N. 40th Street Phoenix, AZ 85032</p> <p>Judge: Frank Conti Jr Phone: (602) 372-7000 Fax: (602) 372-7911</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>	<p style="text-align: center;">East Mesa</p> <p>Court Address: 4811 E. Julep Mesa, AZ 85205</p> <p>Judge: Keith Russell Phone: (480) 985-0188 Fax: None</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>	<p style="text-align: center;">Encanto</p> <p>Court Address: 620 W. Jackson Phoenix, AZ 85003</p> <p>Judge: Ken Chevront Phone: (602) 372-6300 Fax: (602) 372-6414</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>
<p style="text-align: center;">Hassayampa</p> <p>Court Address: 14264 W. Tierra Buena Lane Surprise, AZ 85374</p> <p>Judge: Miles Keegan Phone: (602) 372-2000 Fax: (602) 372-2620</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>	<p style="text-align: center;">Highland</p> <p>Court Address: 55 E. Civic Center Dr. Ste 55 Gilbert, AZ 85296</p> <p>Judge: Steven Urie Phone: (602) 372-8300 Fax: (602) 372-8301</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>	<p style="text-align: center;">Ironwood</p> <p>Court Address: 209 E. Pima St Gila Bend, AZ 85337</p> <p>Judge: Joe Getzwiller Phone: (928) 683-2651 Fax: (928) 683-6412</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>
<p style="text-align: center;">Kyrene</p> <p>Court Address: 201 E. Chicago Street Chandler, AZ 85225</p> <p>Judge: Sharron Sauls Phone: (602) 372-3400 Fax: (602) 372-3494</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>	<p style="text-align: center;">Manistee</p> <p>Court Address: 14264 W. Tierra Buena Lane Surprise, AZ 85374</p> <p>Judge: Donald Watts Phone: (602) 372-2000 Fax: (602) 372-2068</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>	<p style="text-align: center;">Maryvale</p> <p>Court Address: 10420 W. Van Buren St. Avondale, AZ 85323</p> <p>Judge: Andrew Gastelum Phone: (602) 372-8002 Fax: (602) 372-8203</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>
<p style="text-align: center;">McDowell Mountain</p> <p>Court Address: 18380 N. 40th Street Phoenix, AZ 85032</p> <p>Judge: Michael Reagan Phone: (602) 372-7000 Fax: (602) 372-7910</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>	<p style="text-align: center;">Moon Valley</p> <p>Court Address: 18380 N. 40th Street Phoenix, AZ 85032</p> <p>Judge: Andrew Hettinger Phone: (602) 372-7000 Fax: (602) 372-8025</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>	<p style="text-align: center;">North Mesa</p> <p>Court Address: 1837 S. Mesa Drive Mesa, AZ 85210</p> <p>Judge: Cecil Ash Phone: (480) 926-9731 Fax: None</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>

North Valley	San Marcos	San Tan
<p>Court Address: 14264 W. Tierra Buena Lane Surprise, AZ 85374</p> <p>Judge: Gerald Williams Phone: (602) 372-2000 Fax: (602) 372-2066</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>	<p>Court Address: 201 E. Chicago Street Chandler, AZ 85225</p> <p>Judge: Jay Tibshraeny Phone: (602) 372-3400 Fax: (602) 372-3468</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>	<p>Court Address: 201 E. Chicago Street Chandler, AZ 85225</p> <p>Judge: Samuel Goodman Phone: (602) 372-3400 Fax: (602) 372-3441</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>
South Mountain	University Lakes	West McDowell
<p>Court Address: 620 W. Jackson St Phoenix, AZ 85003</p> <p>Judge: Cody Williams Phone: (602) 372-6300 Fax: (602) 372-6410</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>	<p>Court Address: 201 E. Chicago Street Chandler, AZ 85225</p> <p>Judge: Tyler Kissell Phone: (602) 372-3400 Fax: (602) 372-3414</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>	<p>Court Address: 620 W. Jackson Phoenix, AZ 85003</p> <p>Judge: Teresa Lopez Phone: (602) 372-6300 Fax: None</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>
West Mesa	White Tank	
<p>Court Address: 2050 W. University Drive Mesa, AZ 85201</p> <p>Judge: Elaissia Sears Phone: (480) 964-2958 Fax: (480) 969-1098</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>	<p>Court Address: 10420 W. Van Buren St. Avondale, AZ 85323</p> <p>Judge: David Osterfeld Phone: (602) 372-8003 Fax: (602) 372-8205</p> <p style="text-align: center;">Email this Court</p> <p style="text-align: center;">View MapView Precinct</p>	

Emergency Orders of Protection for Domestic Violence or Dating Violence

If the court has closed for business, an Emergency Order of Protection can be granted by a judge in writing, verbally, or telephonically to protect a person who is in imminent danger of domestic or dating violence. Emergency Orders of Protection are obtained through local law enforcement agencies. If you need an emergency order of protection and are in immediate danger, call 911.

The law enforcement agency will dispatch an officer to review your situation. If appropriate, the officer will contact the court after hours to request the court grant an Emergency Order. If the order is granted, it will be a temporary order only good until the

close of the next day of court business following the day the Emergency Order was issued. You will need to go to the location where protective orders are issued, the very next business day, to complete and file a petition for a permanent order of protection.

Enforcement of Orders

Any person on MCCCDCD property who has obtained an order of protection or injunction against harassment may contact their college or local police department for enforcement.

“No Contact” Orders

MCCCDCD administration does not issue orders of protection or injunctions against harassment but may issue “no contact” orders through the Dean of Students Office. If a “no contact” order is deemed appropriate, it will be issued, and the involved parties will be contacted. The stipulations may include, but are not limited to, no contact via phone calls, e-mails, voicemails, text messages, letters, cards, gifts, social networking messages or any other type of correspondence. This also includes both direct communication and indirect communication. i.e., you may not use other people or social networking sites as a means of communication. A “no contact” order is an administrative order. Violations of the “no contact” order are subject to the student disciplinary policy and procedures. You may contact the Dean of Students office at your college to make the report of the violation. The report will be reviewed by the Dean’s Office and a determination made.

Interim Measures

MCCCDCD, through the Dean of Students Office, will take interim measures, designed to support and protect individuals and the college community, at any time. Such interim measures might include: restrictions on contact, class schedule alterations, leaves of absence, increased safety measures, or course/class academic adjustments. If it is ultimately determined that district policy has been violated, then these measures may also become part of any permanent sanction/discipline against the violator. Factors that might be considered during the determination of interim measures process include, but are not limited to, the following:

- Severity or pervasiveness of the allegations.
- Any continuing effects on the complainant.
- Whether other judicial measures have been taken to protect the complainant (e.g., civil order of protection or an injunction against harassment).

Even if a victim elects not to report an incident of alleged sexual assault, domestic violence, dating violence, or stalking to college police or local law enforcement, MCCCDCD can help the victim. MCCCDCD will provide written notification to victims about options,

available assistance, and how to request changes to academic situations. The notification will also address the availability of protective measures.

Academic Accommodation Requests

MCCCD is obligated to comply with a victim/student's reasonable request for an academic situation change. The available options include, but are not limited to:

- Allowing the victim/student to complete a class without being physically present in the same room as the accused.
- Allowing the victim/student to change classes if the same class is held at another time, another location, and/or via another venue during the same semester.

To request an academic situation change, the victim/student should contact the Dean of Students office at their college.

MCCCD will provide written notification to a victim about the options mentioned above. MCCCD will also maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality will not impair the colleges ability to provide the accommodation or protective measures as stated in the section on Reporting Crimes and Incidents, Institutional Reporting. If an individual requests anonymity after a report is filed, the Title IX Coordinator will consider the request, the due process rights of all parties involved, the severity of any alleged harassment, and the potential risk of a hostile environment for others in the community in order to determine whether the request can be honored. The requesting party will be advised of the determination.

MCCCD also provides written notification to students and employees about counseling, health, mental health, victim advocacy, legal assistance, assistance, student financial aid, and other services available for victims both within the district and in the community. Additionally, when a student or employee reports that he or she has been a victim of sexual assault, dating violence, domestic violence, or stalking, whether the offense occurred on or off campus, MCCCD will provide the student or employee with a written explanation of the student or employee's rights and options.

MCCCD Complaint and Disciplinary Proceedings for Students and Employees in Cases Involving Sexual Assault, Domestic Violence, Dating Violence and Stalking

In cases of sexual assault, domestic violence, dating violence and stalking, MCCCD shall provide prompt, fair, and impartial proceedings, which will include a fact-finding investigation, meetings, and may include an administrative hearing. A written explanation of rights and options is provided as part of the administrative process. The process for filing a disciplinary complaint against a student and the various steps in the complaint review process are found under the reporting section of the district's [Title IX and Preventing Sexual Harassment webpage](#).

Maricopa County Community Colleges District offers an online system for reporting students of concern, academic misconduct, student code of conduct and Title IX violations. Please select the appropriate reporting form to route your submission to the responsible party. If you are unsure of which form to choose, please use the [Conduct Incident Reporting](#) form.

Employees who experience sexual harassment at work (by a supervisor, co-employee, student or visitor) are urged to report such conduct to the direct attention of their supervisor, their college president or to the Maricopa Community Colleges Equal Employment Opportunity/Affirmative Action Office. If the complaint involves the employee's supervisor or someone in the direct line of supervision, or if the employee for any reason is uncomfortable in dealing with his or her immediate supervisor, the employee may go directly to the Maricopa Community Colleges EEO/AA Office.

Sanctions

Sexual assault, domestic violence, dating violence, and stalking are criminal acts that carry criminal and civil penalties under state and/or federal law. Such conduct is also contrary to MCCCDC policy and can lead to administrative and/or disciplinary action. MCCCDC-imposed sanctions will vary from case to case and may include a single sanction or a combination of sanctions dependent upon the individual facts and circumstances of the case. Students found responsible for committing such conduct may be subject to the following district sanctions: warnings, probation, loss of privileges, expulsion, suspension, administrative hold, restricted access to district property, or other sanctions permissible under district policy. [\[ADMIN REG 2.5.2\]](#)

Protection from Retaliation

Any individual who files a complaint, or has experienced or witnessed acts of sexual harassment, discrimination, or violence is protected from retaliation.

The Maricopa County Community College District (MCCCDC) strictly prohibits retaliation against any individual who files a complaint, or has experienced or witnessed acts of sexual harassment, discrimination, or violence. MCCCDC defines retaliation as when any instructor(s), supervisor(s), manager(s), academic professional(s), administrator(s), or other employee(s) uses their authority to take adverse action against an individual who files a complaint, or has experienced or witnessed acts of sexual harassment, discrimination, or violence, or is involved in the investigation of acts of sexual harassment, discrimination, or violence.

Acts of retaliation increase the severity of the investigative case and may lead to additional sanctions or consequences for the accused individual.

Retaliation may look like any of the following:

- Loss of employment status

- Denial of time off or harmful schedule change
- Reduction of a grade
- Increase in grading requirements or course expectations
- Negative employee evaluation
- ... and more

Campus Sex Crimes Prevention Act

The Campus Sex Crimes Prevention Act mandates that convicted sex offenders who are required to register under state law must also disclose their association with institutions of higher education when applicable. Specifically affected are those registered sex offenders who attend as students, are employed by or employed at, or volunteer at institutions of higher education. The CSCPA amends the Family Educational Rights and Privacy Act of 1974 to clarify that nothing in FERPA can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders.

The Arizona Department of Public Safety has established the Arizona Sex Offender Info Center according to the requirements of [A.R.S. § 13-3827](#). Arizona DPS is responsible for maintaining the site and annually verifying the addresses of registered sex offenders in the State of Arizona. For more information, visit <https://www.azdps.gov/services/public/offender>.

MCCCD Police, will notify the college community of a registered sex offender, as required by law. Notification also can be found on the MCCCD Police website at <https://district.maricopa.edu/consumer-information/sex-offender-information-notification>

Sexual Assault and Violence Support Services

Those seeking support in the wake of a sexual assault, domestic violence, dating violence, stalking, or other forms of abuse can find help from a variety of community organizations.

- **Center Against Sexual Abuse (CASA)** 602-254-6400
- **Empact: 24-Hour Crisis Intervention** 480-921-1006
- **RAINN Sexual Assault Hotline (National)** 800-656-4673
- **National Domestic Violence Hotline** 800-799-7233

Timely Warnings and Emergency Notifications

Timely Warnings

Timely warnings are initiated by crimes that have already occurred, but represent an ongoing threat to the campus community. MCCCCD may issue a timely warning for any Clery Act crime committed on its campuses and or Clery Geography, which has been reported to a campus security authority or local law enforcement agency, and that is considered by MCCCCD to represent a serious or continuing threat to students, staff, and/or faculty.

Clery Geography is defined as the core campus boundaries (which includes all district/college owned or controlled property on campus and public property that is within or immediately adjacent to the campus) and on non-campus properties. The MCCCCD Police Department issues timely warnings as soon as the pertinent information is available. Timely warnings are issued to aid in preventing similar crimes, enable people to protect themselves, and may seek information that may lead to an arrest or conviction of an offender.

The MCCCCD Police Department is responsible for determining if a timely warning will be issued once notified a Clery Act crime has been reported to a campus security authority, local law enforcement, or directly to the College Police Department. Timely Warnings are disseminated using a variety of methods to include, but not limited to:

- Rave text messages
- Mass email notifications
- Flyers

When deciding whether to issue a Timely Warning, the primary considerations are (1) the nature of the crime and (2) whether there is a continuing danger that members of the campus community may become victims of a similar or related crime.

These warnings advise the community about violent crimes against persons, a series of crimes against property, or threats to persons or property in an effort to inform the community about potential risks and allow individuals to protect themselves against such risks. Timely Warnings may also provide details of the crime or threat, a description of the suspect (if known), information on who to contact about the investigation, and crime prevention tips.

A Timely Warning Notice will typically include the following, unless issuing any of this information would risk compromising law enforcement efforts:

- Date and time or timeframe of the incident
- Location
- Nature of the crime

- Information that will promote safety and potentially aid in the prevention of similar crimes (crime prevention or safety tips)
- Suspect description(s)
- Police agency contact information
- Other information as deemed appropriate by the Chief or his/her designee

The description of subjects in a case will only be included in the notice if there is a sufficient amount of detail to describe the individual. If the only known descriptors are sex and race, then this information will not be included in the notice.

MCCCD Police works closely with individuals reporting serious crimes to ensure the victim's privacy, while also ensuring the community has adequate information regarding potential risks. The names and identifying information of victims will not be released in a Timely Warning.

Emergency Notifications

The Maricopa County Community College District (MCCCD) is duty-bound to immediately notify the College Community regarding circumstances that pose an imminent threat to health and/or safety. The MCCCD Police Department shall utilize the Emergency Mass Notification system to promptly notify the District and/or local College Community for any significant emergency or dangerous situation involving an immediate threat to the health and/or safety of students, employees or visitors. The only reason MCCCD Police will not immediately issue an emergency mass notification for a confirmed emergency presenting an identified risk to health and/or safety will be under a unique circumstance that would compromise efforts to:

- Assist a victim or victims;
- Contain the emergency;
- Respond to the emergency;
- Otherwise mitigate the emergency

The MCCCD Police Chief or designee will confirm that a significant emergency or dangerous situation exists, determine the emergency notification content, identify the segments of the campus community to receive the notification, and initiate the notification system, unless doing so will, based on the Chief or the designee's professional judgement, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. The MCCCD Police Department has the sole authority to issue emergency notifications, as it deems necessary, to maximize public safety.

For an emergency response to fires and ill or injured persons, MCCCD relies upon the municipal Fire Department emergency services in the city where each campus is located. Therefore, the Incident Commander may be a member of the local fire department. They will utilize the Incident Command System but follow their own

agency's policies and procedures while responding to the emergency. An Incident Commander has the authority on scene and should be consulted to determine the content of the notification. There are other local, county, state and federal agencies which may be consulted during an emergency, such as FEMA during a dangerous weather event, or the Public Health Department to confirm a serious virus outbreak.

A determination regarding what segment of the campus community will receive the notification shall be based on the nature, severity, and location of the emergency. The same procedures will be used to notify the larger campus community.

Given the severe consequences that could result, every member of the community is encouraged to report emergencies immediately. Dial 911 to reach police. The police department answering the call will notify the police department with jurisdiction so emergency services can be dispatched. Your first priority is to get to safety; your second priority is to call 911.

Notification Procedures

In the event of a serious incident that poses an immediate threat to members of the campus community, MCCCDC has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event of an immediate threat to the campus community. These methods of communication are:

- Rave text messages
- Mass email notifications
- VOIP phone announcements
- Alertus internal/external speakers (where available)
- Emergency intercoms (where available)
- Fire alarms
- Digital Signage
- Social media
- District/College website

The notification system's purpose is to provide brief and immediate instructions to the campus community and to provide other resources where additional information can be obtained.

Community Notifications

Community Notifications are developed and distributed to the community for security and safety related incidents that do not meet the legal standards or requirements for the distribution of an Emergency Notification or Timely Warning Notice per the Clery Act. Examples of such incidents and situations include:

- A crime or pattern of crimes that are not one of the 15 reportable Clery crimes.
- A crime that occurs outside of the MCC Clery Geography (the decision to issue a Community Notification for an off-campus crime will be made on a case-by-case basis depending on an assessment of various factors, which include but are not limited to: the nature of the crime, the exact location, the time of the incident, the local police response, and guidance to campus officials and the potential direct effect on the campus community).
- A minor security or safety issue.
- Facilities-related issues that may cause a disruption to one or more campuses.

Community Notifications are typically written by the Chief of Police or designee and are distributed via email and may be distributed to the entire campus community or to a segment of the community that is affected, as deemed appropriate by MCCCCD Police.

Emergency Preparedness Plan

The Emergency Preparedness Plan (EPP) is designed to provide the Maricopa County Community College District (MCCCCD) with a management tool to facilitate a timely, effective, efficient, and coordinated response to a variety of situations including emergencies. It is based upon integrating MCCCCD emergency response resources with those of other jurisdictional emergency response agencies. The colleges and District Office (DO) will typically rely on their local city and other agencies to provide resources for law enforcement, fire, and emergency medical services (EMS).

The EPP uses the National Incident Management System-Incident Command System (NIMS-ICS) for managing major events, emergency situations and even disasters. It is intended to be fully NIMS compliant. The Incident Command System (ICS) is designed to be used for all types of incidents and is applicable to routine day-to-day emergency situations as well as large scale complex disasters. ICS provides a system for managing emergency operations involving a single agency within a single jurisdiction; multiple agencies within a single jurisdiction; and multiple agencies from multiple jurisdictions.

The organizational structure of the ICS may not resemble the day-to-day organization of the college or District Office. Employees may report to other employees to whom they do not usually have a reporting relationship. Furthermore, as the severity of the incident increases, employee assignments may change in the ICS organizational structure. This means that an employee's position in the ICS structure may change during the course of a single incident.

The EPP is part of a larger integrated Emergency Management & Continuity of Operations Program at MCCCCD that focuses on mitigation, preparedness, response, continuity and recovery activities. The Maricopa Emergency Management System ([MEMS](#)) is part of this integrated program.

The EPP is based on the fact that MCCCCD and local governments (e.g., the City of Phoenix, Mesa, Glendale, Avondale, Chandler, Tempe and the Salt River Indian Community) will most likely respond to emergencies that occur on a MCCCCD campus. Operations are designed to protect lives, stabilize the incident, minimize property damage, protect the environment and provide for the continuation and restoration of essential services.

The EPP provides a framework for emergency preparation, response and recovery efforts. Leadership, preparation, good judgment and common sense overall by personnel directing these efforts will determine the effectiveness of the response and outcome. Given the nature of some emergencies, the Incident Commander or Unified Command may alter the ICS structure for more effective response or to accomplish strategic priorities.

The guidelines and procedures included in this plan have utilized the most current information and planning assumptions available at the time of preparation. There is no guarantee in outcome or performance implied by this plan. In an emergency, resources may be overwhelmed and essential services may be delayed, inadequate or in extreme cases not be available at all. Deviation from these guidelines may be necessary given the facts of any particular situation.

Emergency Response and Evacuation Procedures

In the event of an emergency, the College Police Department has the responsibility for responding to and summoning any immediate necessary resources. The district relies upon the municipal Fire Department in the city where each campus is located. Therefore, during a fire, hazardous materials situation, or medical emergency the Incident Commander may be a member of the local fire department. They will use the Incident Command System but will follow their own agency's policies and procedures while responding to the emergency. There are other local, county, state and federal agencies which may be consulted during an emergency, such as the Public Health Department being asked to confirm a serious virus outbreak.

Training Objective

Training is a vital element of preparedness to ensure college leadership, college police staff, safety coordinators and the CIMT is prepared for an effective and timely response during emergencies. Training will occur on a continuing basis with all portions of the plan. The goals of emergency preparedness training, including drills and exercises, include the following:

- Testing and evaluating plans and procedures (announced or unannounced).
- Identifying plan weaknesses.
- Identifying gaps in resources.
- Clarifying roles and responsibilities.

- Training personnel in roles and responsibilities.
- Establishing college community confidence and support.
- Improving interagency/jurisdictional coordination.
- Meeting regulations and requirements.

Schedule of Training, Drills and Exercises

Emergency preparedness training drills and exercises are to be conducted at college campus every semester. Simulated emergency situations allow first responders, employees and students to become familiar with procedures, facilities, evacuation assembly points and communications systems that will actually be used in emergency situations. Training is conducted in several formats:

Orientation - scheduled on an ongoing basis for new employees, safety coordinators and crisis management team members. Orientation may include an overview of the college emergency preparedness program; crisis management team roles and responsibilities; and / or introduction or review of the emergency preparedness plan.

Drills – are conducted at each college at least once a calendar year with faculty, staff and students to test a specific operation, function or equipment. Drills are planned in advance, supervised, and coordinated among college first responders and CIMT. Drills may take the form of an evacuation, lockdown or shelter in place.

Exercises – are conducted at each college with first responders, college incident management team members and members of the college community. Individuals or departments perform tasks that would be expected of them in a real emergency. Exercise types include tabletop, functional or full scale. College exercises are coordinated through use of an Exercise Guide and results of the drills / exercises, including corrective action(s) and lessons learned, are documented through the use of an After-Action Report (AAR) and an Improvement Plan.

The information on the AAR should include documentation for each test, a description of the exercise, the date, time and whether it was announced or unannounced.

Evacuation Procedures

Limited Evacuation

District policy requires immediate evacuation when any fire alarm sounds within a building. All students, faculty, staff, and any other individuals within the building must

immediately depart the building using available exit routes if safe. All building occupants will follow instructions issued by MCCCCD Police personnel.

Conditions for temporary evacuation of a building or area also include, but are not limited to, incidents of mechanical, electrical, or other facility-related failures, health, safety, and/or environmental issues such as hazardous spills, and other emergency conditions. MCCCCD Police Department, in consultation with other campus offices, will decide if a limited evacuation is warranted.

Campus-wide Evacuation

For any event that significantly threatens the Mesa Community College Campuses, the MCCCCD Police Department in consultation with the College President or designee will determine if a campus-wide evacuation is warranted.

If a decision is made to evacuate a campus building, you will be notified by activation of the Emergency Intercom System, audible/visual fire alarm system (horns and/or white strobe lights), a phone call, text alert, verbally, or by VOIP (some phones can be used as a speaker system) announcement. Once you are notified, evacuation is required.

- If possible, take the most important personal items with you (e.g. medications, keys, purse, and jacket).
- Close doors behind you, but do not lock them.
- Do not use elevators.
- Evacuate the area by using the exits, follow directions, and go to the assigned outdoor evacuation area.
- If you are unable to leave the building, or there is no ground floor access, notify College Police of your situation and tell them what type of assistance you require (e.g. wheelchair user, breathing difficulties, visual impairment).

Once the campus is evacuated, it will be secured and no one will be allowed to re-enter without proper authorization.

The campus will remain closed until the decision to reopen is made by emergency responders and College Administration. Campus re-opening will be broadcasted through email, text alert, web, local radio and television stations. For more information on what to do in an emergency, go to: <https://www.mesacc.edu/college-police>

Special Assistance

Individuals with disabilities are encouraged to prepare for emergencies ahead of time by discussing their need with appropriate personnel. Employees should discuss questions

or concerns about emergencies with their supervisor and/or the [EEO/ADA](#) office. Students should discuss questions or concerns about emergencies with the Disability Resources ([DRS](#)) office on campus:

Shelter-in-Place Procedures

What it means to “Shelter-in-Place”

If an incident occurs and the building(s) or areas around you become unstable or unsafe, or if the air outdoors becomes dangerous due to toxic or irritating substances, it may be safer to stay indoors. Leaving the area may expose you to that danger caused by high winds, limited visibility, and respiratory-related issues, to name a few. Thus, to “shelter-in-place” means to “make a shelter” using the building that you are in, and with a few adjustments, this location can be made even safer and more comfortable until it is safe to go outside.

Basic “Shelter-in-Place” Guidance

During an incident, if the building you are in is not damaged and still affords protection, stay inside. If possible, move to an interior room and away from glass or items that might become dangerous flying objects. Stay inside until you are told the area is safe by designated staff or it is obvious the incident has passed and no longer affords protection from the incident. Take your belongings needed for personal care (purse, wallet, medications) as long as it does not slow your exit. Follow the evacuation protocols for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators, etc.). Do not remove personal items (e.g., pictures, computer, etc.) Once evacuated, seek shelter at the nearest safe building. Follow all instructions given by first responders if they are already on scene.

How You Will Know to “Shelter-in-Place”

A shelter-in-place notification may come from several sources, including College Police, College employees or other authorities utilizing the colleges’ emergency communications tools such as:

- Rave text messages
- Mass email notifications
- VOIP phone announcements
- Alertus internal/external speakers (where available)
- Emergency intercoms (where available)
- Digital Signage
- Social media
- District/College website
- In person

How to “Shelter-in-Place”

No matter where you are, these basic steps should assist and should be considered unless instructed otherwise by emergency personnel.

1. If you are inside, stay where you are. Collect any emergency shelter-in-place supplies you may need if you must evacuate immediately. Supplies will also include any items you may need if utilities are severed, and you must remain inside for a prolonged period. (e.g., a flashlight, extra batteries, etc.).
2. If you are caught outdoors, move quickly to the nearest undamaged building and take shelter.
3. If possible, your shelter area should be:
 - a. an interior room.
 - b. above ground level.
 - c. without windows or with the least number of windows possible.
4. Shut and lock all windows (tighter seal) and close exterior doors.
5. Turn off air conditioners, heaters, and fans.
6. Close ventilation system vents if able. University staff will turn off the ventilation as quickly as possible.
7. Turn on a radio or TV (if power is still available) and listen for more information about the incident.

Security and Access to Campus Buildings and Grounds

As a public community college district, most campus buildings and facilities are open to the public during the day and evening hours, when classes are in session and events are occurring. At other times, College buildings are generally locked and only faculty, staff, and authorized individuals are admitted. Consequently, regardless of the time of day or night, and no matter where you may be on campus, it is important for you to be alert and aware of your surroundings and exercise personal safety at all times. Do not leave doors propped open or unlocked after hours.

Electronic Card Access

Most campuses utilize an electronic access control system for access to buildings and classrooms. Electronic access data is used strictly for purposes of investigative incident management or may be anonymized for general reporting. It is prohibited for tracking individuals.

If your campus keys/access cards are lost or stolen, report the loss immediately to the College Police Department.

Security Maintenance

Facilities and landscaping are maintained in manner that minimizes hazardous conditions. College Police at MCC regularly patrols the campus and reports malfunctioning lights and other unsafe conditions to Facilities Maintenance and Operations for repair. Other members of the campus community should promptly report hazardous or unsafe conditions to either College Police or Maintenance and Operations.

Weapons prohibited on campus

Arizona State law [A.R.S. § 13-2911](#) provides for the Maricopa County Community College District Governing Board to regulate deadly weapons, which includes firearms, on District campuses. The Maricopa County Community College District does not allow firearms or any deadly weapon on any of its campuses. Police officers do have exemptions from these laws. However, contact the College Police department to ascertain who may have authority to carry a firearm on campus. [\[ADMIN REG 4.6\]](#)

Any person violating the policy shall be ordered to leave the campus. Any person, who refuses to leave, shall be subject to arrest under [A.R.S. § 13-1502](#) Third Degree, Criminal Trespass. Any student/employee violating this policy is also subject to applicable college disciplinary procedures. If a person having a weapon appears dangerous, is acting suspicious, is threatening, or is behaving irrationally, stay away from the individual and call MCCCDC Police at **480-784-0911** or **9-1-1** immediately.

Witness a Crime Involving a Weapon?

If you are a witness to a crime involving a weapon, call 911 immediately. If you see a weapon of any kind on campus, alert the police by contacting the corresponding college police department.

Reporting Hate Crimes and Incidents

Hate crimes are not separate distinct crimes but instead involve any traditional criminal offense that is committed against a person or property that is motivated by a victim's actual or perceived race, religion, ethnicity, national origin, gender identity, or sexual orientation. MCCCDC takes a strong stance against hate crimes, violent acts, property damage, intimidation, and threats because of a person's perceived personal characteristics.

In accordance with the First Amendment to the U.S. Constitution, hate groups and individuals have the right to exist, assemble and express their views. However, they do not have the right to break any laws. Any speech that threatens violence or physical harm to specific persons or groups may constitute a crime. Most verbal and written expression is constitutionally protected, so racial slurs or derogatory speech is not enough to be considered a crime.

Hate crimes will not be tolerated or dismissed as "pranks" or "bad behavior." Hate crimes should be reported to the appropriate university departments and organizations so proper follow-through can occur. Immediately report any hate crime incident.

Witness a Hate Crime?

Reporting hate crime is a key part of stopping such acts. If you or someone you know reports a hate crime, the matter will be taken seriously. A thorough investigation will be conducted and, if evidence warrants, administrative and/or criminal proceedings will follow.

Call or report the hate crime incident to police the corresponding [College Police Department](#) at 480-784-0911.

Student Code of Conduct

The purpose of this Code is to help ensure a healthy, comfortable and educationally productive environment for students, employees and visitors.

Article I: Definitions

The following are definitions of terms or phrases contained within this Code:

1. "**Accused student**" means any student accused of violating this Student Conduct Code.
2. "**Appellate boards**" means any person or persons authorized by the college president to consider an appeal from a Student Conduct Board's determination that a student has violated this Student Conduct Code or from the sanctions

imposed by the Student Conduct Administrator. The college president may act as the appellate board.

3. "**College**" means a Maricopa Community College or center.
4. "**College premises**" means all land, buildings, facilities and other property in the possession of or owned, used or controlled by the college or District.
5. "**College official**" means any person employed by the college or District, performing assigned administrative or professional responsibilities pursuant to this Student Conduct Code. The college president shall designate the college or center official to be responsible for the administration of the Student Conduct Code.
6. "**Complainant**" means any person who submits a charge alleging that a student violated this Student Conduct Code. When a student believes that s/he has been a victim of another student's misconduct, the student who believes s/he has been a victim will have the same rights under this Student Conduct Code as are provided to the complainant, even if another member of the college community submitted the charge itself.
7. "**Day**" means calendar day at a time when college is in session and shall exclude weekends and holidays.
8. "**Disruptive behavior**" means conduct that materially and substantially interferes with or obstructs the teaching or learning process in the context of a classroom or educational setting.
9. "**District**" means the Maricopa County Community College District.
10. "**Faculty member**" means any person hired by the college or District to conduct classroom or teaching activities or who is otherwise considered by the college to be a member of faculty.
11. "**May**" is used in the permissive sense.
12. "**Member of the college community**" means any person who is a student, faculty member, college official or any other person employed by the college or center. A person's status in a particular situation shall be determined by the college president.
13. "**Organization**" means any number of persons who have complied with the formal requirements for college recognition.

14. "**Policy**" is defined as the written regulations of the college and/or District as found in, but not limited to, this Student Conduct Code and Governing Board policy.
15. "**Shall**" is used in the imperative sense.
16. "**Student**" means any person taking courses at the college whether full-time or part-time. Persons who are not officially enrolled for a particular term but who have a continuing relationship with the college are considered "students".
17. "**Student Conduct Administrator**" means a college official authorized on a case by case basis by the college official responsible for administration of the Student Conduct Code to impose sanctions upon students found to have violated this Student Conduct Code. A Student Conduct Administrator may serve simultaneously as a Student Conduct Administrator and the sole member or one of the members of a Student Conduct Board. The college official responsible for administration of the Student Conduct Code may authorize the same Student Conduct Administrator to impose sanctions in all cases.
18. "**Student Conduct Board**" means any person or persons authorized by the college president to determine whether a student has violated this Student Conduct Code and to recommend sanctions that may be imposed when a violation has been committed.
19. "**Threatening behavior**" means any written or oral statement, communication, conduct or gesture directed toward any member of the college community, which causes a reasonable apprehension of physical harm to self, others or property. It does not matter whether the person communicating the threat has the ability to carry it out, or whether the threat is made on a present, conditional or future basis.

Article II: Judicial Authority

1. The college official responsible for administration of the Student Conduct Code shall determine the composition of Student Conduct Board and determine which Student Conduct Administrator, Student Conduct Board, and appellate board shall be authorized to hear each case.
2. The college official responsible for administration of the Student Conduct Code shall develop procedures for the administration of the judicial program and rules for the conduct of hearings that are consistent with provisions of this Student Conduct Code.

3. Decisions made by a Student Conduct Board and/or Student Conduct Administrator shall be final, pending the normal appeal process.

Article III: Prohibited Conduct

1. Jurisdiction of the college

The Student Conduct Code shall apply to conduct that occurs on college or District premises, or at college- or District-sponsored activities that adversely affects the college community and/or the pursuit of its objectives. Each student shall be responsible for his/her conduct from the time of admission through the actual awarding of a degree, certificate, or similar indicator of completion of a course of study, even though conduct may occur before classes begin or after classes end, as well as during the academic year and during periods between terms of actual enrollment (and even if their conduct is not discovered until after a degree is awarded). The Student Conduct Code shall apply to a student's conduct even if the student withdraws from school while a disciplinary matter is pending.

2. Temporary Removal of student

Disruptive behavior includes conduct that distracts or intimidates others in a manner that interferes with instructional activities, fails to adhere to a faculty member's appropriate classroom rules or instructions, or interferes with the normal operations of the college. Students who engage in disruptive behavior or threatening behavior may be directed by the faculty member to leave the classroom or by the college official responsible for administration of the Student Conduct Code to leave the college premises. If the student refuses to leave after being requested to do so, college safety may be summoned. For involuntary removal from more than one class period, the faculty member should invoke the procedures prescribed in the Student Conduct Code.

3. Conduct – Rules and Regulations

Any student found to have committed the following misconduct is subject to the disciplinary sanctions outlined in Article IV:

- A. Acts of dishonesty, including but not limited to the following:
 - i. Furnishing false information to any college official or office.
 - ii. Forgery, alteration or misuse of any college document, record or instrument of identification.

- iii. Tampering with the election of any college-recognized student organization.

- B. Obstruction of teaching, research, administration, disciplinary proceedings or other college activities, including its public service functions on campus, in clinical settings or other authorized non-college activities, when the conduct occurs on college premises a faculty member may remove a student from a class meeting for disciplinary reasons. If a faculty member removes a student for more than one class period, the faculty member shall notify the college official responsible for administration of the Student Conduct Code in writing of the problem, action taken by the faculty member, and the faculty member's recommendation. If a resolution of the problem is not reached, the student may be removed permanently pursuant to appropriate due process procedures.

- C. Physical abuse, verbal abuse, threats, intimidation, harassment, coercion, conduct which threatens or endangers the health or safety of any person, and/or disruptive behavior as defined in Article II.B above.

- D. Attempted or actual theft of and/or damage to property of the college or property of a member of the college community or other personal or public property.

- E. Failure to comply with direction of college officials or law enforcement officers in the performance of their duties and/or failure to identify oneself to these persons when requested to do so.

- F. Unauthorized possession, duplication or use of keys to any college premises, or unauthorized entry to or use of college premises.

- G. Violation of any college or District policy, rule or regulation published in hard copy such as a college catalog, handbook, etc. or available electronically on the college's or District's website.

- H. Violation of federal, state or local law.

- I. Use, possession, manufacturing or distribution of illegal or other controlled substances except as expressly permitted by law.

- J. Illegal use, possession, manufacturing or distribution of alcoholic beverages or public intoxication.
- K. Illegal or unauthorized possession of firearms, explosives, other weapons, or dangerous chemicals on college premises, or use of any such item, even if legally possessed, in a manner that harms, threatens, or causes fear to others, or property damage.
- L. Participation in a demonstration, riot or activity that disrupts the normal operations of the college and infringes on the rights of other members of the college community; leading or inciting others to disrupt scheduled and/or normal activities within any college building or area.
- M. Obstruction of the free flow of pedestrian or vehicular traffic on college premises or at college-sponsored or supervised functions.
- N. Conduct that is disorderly, lewd or indecent; breach of the peace; or aiding, abetting or procuring another person to breach the peace on college premises or at functions sponsored by or participated in by the college or members of the academic community. Disorderly conduct includes but is not limited to: any unauthorized use of electronic or other devices or to make an audio or video record of any person while on college or District premises without his/her prior knowledge, or without his/her effective consent or when such a recording is likely to cause injury or distress. This includes, but is not limited to, secretly taking pictures of another person in a gym, locker room, or restroom.
- O. Attempted or actual theft or other abuse of technology facilities or resources, including but not limited to:
 - i. Unauthorized entry into a file, to use, read or change the contents or for any other purpose.
 - ii. Unauthorized transfer of a file.
 - iii. Unauthorized use of another individual's identification and/or password.
 - iv. Use of technology facilities or resources to interfere with the work of another student, faculty member or college official.

- v. Use of technology facilities or resources to send obscene or abusive messages.
- vi. Use of technology facilities or resources to interfere with normal operation of the college technology system or network.
- vii. Use of technology facilities or resources in violation of copyright laws.
- viii. Any violation of the District's technology resource standards.
- ix. Use of technology facilities or resources to illegally download files.

P. Abuse of the Student Conduct system, including but not limited to:

- i. Falsification, distortion or misrepresentation of information before a Student Conduct Board.
- ii. Disruption or interference with the orderly conduct of a Student Conduct Board proceeding.
- iii. Invoking a Student Conduct Code proceeding with malicious intent or under false pretenses.
- iv. Attempting to discourage an individual's proper participation in, or use of, the Student Conduct system.
- v. Attempting to influence the impartiality of the member of a judicial body prior to, and/or during the course of, the Student Conduct Board proceeding.
- vi. Harassment, either verbal or physical, and/or intimidation of a member of a Student Conduct Board prior to, during and/or after a Student Conduct Board proceeding.
- vii. Failure to comply with the sanctions imposed under this Student Conduct Code.

- viii. Influence or attempting to influence another person to commit an abuse of the Student Conduct Code system.
 - ix. Failure to obey the notice from a Student Conduct Board or college official to appear for a meeting or hearing as part of the Student Conduct system.
- Q. Engaging in irresponsible social conduct.
- R. Attempt to bribe a college or District employee.
- S. Stalking behavior, which occurs if a student intentionally or knowingly maintains visual or physical proximity toward another person on two or more occasions over a period of time and such conduct would cause a reasonable person to fear for his or her safety.

4. Violation of Law and College Discipline

- A. Disciplinary proceedings may be instituted against a student charged with conduct that potentially violates both the criminal law and this Student Conduct Code (that is, if both possible violations result from the same factual situation) without regard to pending of civil or criminal litigation. Proceedings under this Student Conduct Code may be carried out prior to, simultaneously with, or following civil or criminal proceedings off campus at the discretion of the college official responsible for administration of the Student Conduct Code. Determinations made or sanctions imposed under this Student Conduct Code shall not be subject to change because criminal charges arising out of the same facts giving rise to violation of college rules were dismissed, reduced, or resolved in favor of or against the criminal law defendant.
- B. When a student is charged by federal, state or local authorities with a violation of law, the college will not request or agree to special consideration for that individual because of his or her status as a student. If the alleged offense is also being processed under this Student Conduct Code, however, the college may advise off campus authorities of the existence of this Student Conduct Code and of how such matters will be handled internally within the college community. The college will cooperate fully with the law enforcement and other agencies in the enforcement of criminal law on campus and in the conditions imposed by criminal courts for the rehabilitation of student violators.

Individual students and faculty members, acting within their personal capacities, remain free to interact with governmental representatives as they deem appropriate.

Article IV: Student Conduct Code Procedures

1. Charges and Student Conduct Board Hearings

- A. Any member of the college community may file charges against a student for violations of this Student Conduct Code. A charge shall be prepared in writing and directed to the Student Conduct Administrator. Any charge should be submitted as soon as possible after the event takes place, preferably within thirty (30) days following the incident. Misconduct charges of a sexual nature, including sexual harassment and sexual assault, should be sent to the vice president of student affairs who is the designated Title IX Coordinator at each MCCC college. Title IX protects students from sexual misconduct and other forms of discrimination in connection with all academic, extracurricular, athletic, and other programs sponsored by the college at any college facility or other location. The Title IX Coordinator (or designee) will conduct an investigation that is prompt, thorough, and impartial according to the MCCC sexual harassment complaint process.
- B. The Student Conduct Administrator may conduct a prompt, thorough, and impartial investigation to determine if the charges have merit and/or if they can be disposed of administratively by mutual consent of the parties involved on a basis acceptable to the Student Conduct Administrator. Such disposition shall be final and there shall be no subsequent proceedings. If the charges are not admitted and/or cannot be disposed of by mutual consent, the Student Conduct Administrator will convene the student conduct board. If the student admits violating institutional rules, but sanctions are not agreed to, the hearing shall be limited to determining the appropriate sanction(s).
- C. All charges shall be presented to the accused student in written form. The Student Conduct Administrator will provide written notice of the time, date, and location of the student conduct hearing. The notice will describe the evidence of alleged misconduct, the code provisions violated, and the possible sanctions. The student conduct hearing notice, plus a copy of this code, shall be provided to the student accused of misconduct no less than five (5) workdays before the hearing date. The hearing will be held no more than fifteen (15) workdays after the student has been notified unless the Student Conduct Administrator extends the deadline for good cause in his or her sole discretion.

- D. Hearings shall be conducted by a Student Conduct Board according to the following guidelines, except as provided by Article IV 1.G below:
- i. Student Conduct Board hearings normally shall be conducted in private.
 - ii. The complainant, accused student and their advisors, if any, shall be allowed to attend the entire portion of the Student Conduct Board hearing at which information is received (excluding deliberations). Admission of any person to the hearing shall be at the discretion of the Student Conduct Board and/or its Student Conduct Administrator.
 - iii. In Student Conduct Board hearings involving more than one accused student, the Student Conduct Administrator, in his or her discretion, may permit the Student Conduct Board hearing concerning each student to be conducted either separately or jointly.
 - iv. The complainant and the accused shall have the right to be assisted by any advisor they choose, at their own expense. A party who elects to be assisted by an advisor must notify the student conduct administrator of the name and contact information of the advisor not less than two (2) days before the scheduled hearing. The advisor must be a member of the college community and may not be an attorney. Both the complainant and the accused are responsible for presenting their own information and, therefore, advisors are not permitted to speak or participate directly in any Student Conduct Board hearing before a Student Conduct Board.
 - v. The complainant, the accused student, and the Student Conduct Board may arrange for witnesses to present pertinent information to the Student Conduct Board. The Student Conduct Administrator will try to arrange the attendance of possible witnesses who are members of the college community, if reasonably possible, and who are identified by the complainant and/or accused student at least two days prior to the Student Conduct Board hearing. Witnesses will provide information to and answer questions from the Student Conduct Board. Questions may be suggested by the accused student and/or complainant to be answered by each other or by other witnesses. This will be conducted by the Student Conduct Board with such questions directed to the chairperson, rather than to the witness directly. This method is used to preserve the educational tone of the hearing and to avoid creation of an adversarial environment. Questions of whether potential information will be received shall be resolved in the discretion of the chairperson of the Student Conduct Board.

- vi. The Student Conduct Administrator will present the information he or she received.
 - vii. Pertinent records, exhibits, and written statements may be accepted as information for consideration by a Student Conduct Board at the discretion of the chairperson.
 - viii. All procedural questions are subject to the final decision of the chairperson of the Student Conduct Board.
 - ix. After the portion of the Student Conduct Board hearing concludes in which all pertinent information has been received, the Student Conduct Board shall determine (by majority vote if the Student Conduct Board consists of more than one person) whether the accused student violated the section of this Student Conduct Code which the student is charged with violating.
 - x. The Student Conduct Board's determination shall be made on the basis of whether it is more likely than not that the accused student violated this Student Conduct Code.
- E. There shall be a single verbatim record, such as a tape recording, of all Student Conduct Board hearings before a Student Conduct Board (not including deliberations). The record shall be the property of the District.
- F. No student may be found to have violated this Student Conduct Code because the student failed to appear before a Student Conduct Board. In all cases, the evidence and support of the charges shall be presented and considered.
- G. The Student Conduct Board may accommodate concerns for the personal safety, well-being, and/or fears of confrontation of the complainant, accused student, and/or other witness during the hearing by providing separate facilities, by using a visual screen, and/or by permitting participation by telephone, videophone, closed circuit television, video conferencing, videotape, audio tape, written statement, or other means, where and as determined in the sole judgment of the college official responsible for administration of the Student Conduct Code.

2. Sanctions

- A. The following sanctions may be imposed upon any student found to have violated the Student Conduct Code:

- i. **Warning** - a written notice to the student that the student is violating or has violated institutional rules or regulations.
 - ii. **Probation** - a written reprimand for violation of specified rules or regulations. Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to violate any institutional rules or regulation(s) during the probationary period.
 - iii. **Loss of Privileges** - denial of specified privileges for a designated period of time.
 - iv. **Restitution** - compensation for loss, damage or injury. This may take the form of appropriate service and/or monetary or material replacement.
 - v. **Discretionary Sanctions** - work assignments, essays, service to the college, or other related discretionary assignments. (Such assignments must have the prior approval of the Student Conduct Administrator.)
 - vi. **College Suspension** - separation of the student from all the colleges in the District for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.
 - vii. **College Expulsion** - permanent separation of the student from all the colleges in the District.
- B. More than one of the sanctions listed above may be imposed for any single violation.
- C. Other than college expulsion, disciplinary sanction shall not be made part of the student's academic record but shall become part of the student's disciplinary record. Upon graduation, the student's disciplinary record may be expunged of disciplinary actions upon the student's application to the Student Conduct Administrator. Cases involving the imposition of sanctions other than suspension or expulsion shall be expunged from the student's confidential record seven (7) years after final disposition of the case.

In situations involving both an accused student(s) (or group or organization) and a student(s) claiming to be the victim of another student's conduct, the records of the process and of the sanctions imposed, if any, shall be considered to be the education records of both the accused student(s) and

the student(s) claiming to be the victim because the educational career and chances of success in the college community of each may be impacted.

D. The following sanctions may be imposed upon groups or organizations:

- i. Those sanctions listed above in Article IV 2. A. 1 through 4.
- ii. Loss of selected rights and privileges for a specified period of time.
- iii. Deactivation - loss of all privileges, including college recognition for a designated period of time.

E. In each case in which a Student Conduct Board determines that a student and/or group or organization has violated the Student Conduct Code, the sanction(s) shall be determined and imposed by the Student Conduct Administrator. In cases in which persons other than, or in addition to, the Student Conduct Administrator have been authorized to serve as the Student Conduct Board, the recommendation of the Student Conduct Board shall be considered by the Student Conduct Administrator in determining and imposing sanctions. The Student Conduct Administrator is not limited to sanctions recommended by members of the Student Conduct Board. Following the Student Conduct Board hearing, the Student Conduct Board and the Student Conduct Administrator shall advise the accused student, group and/or organization (and a complaining student who believes s/he was the victim of another student's conduct) in writing of its determination and of the sanction(s) imposed, if any.

3. Emergency Suspension

If a student's actions pose an immediate threat or danger to any member of the college community or the educational processes, a college official responsible for administering the Student Conduct Code may immediately suspend or alter the rights of a student pending a Student Conduct Board hearing. Scheduling the hearing shall not preclude resolution of the matter through mediation or any other dispute resolution process. The decision will be based on whether the continued presence of the student on the college campus reasonably poses a threat to the physical or emotional condition and well-being of any individual, including the student, or for reasons relating to the safety and welfare of any college property, or any college function. When an emergency suspension is imposed, the student conduct administrator will seek to resolve the complaint at the earliest possible date. This suspension is not a sanction but an effort to protect people and property and prevent disruption of college operations.

In imposing an emergency suspension, the college official responsible for administration of the Student Conduct Code may direct that the student immediately leaves the college premises and may further direct the student not to return until contacted by that official. An accused student shall be in violation of this policy regardless of whether the person who is the object of the threat observes or receives it, as long as a reasonable person would interpret the communication, conduct or gesture as a serious expression of intent to harm.

4. Administrative Hold

The Student Conduct Administrator may place a temporary administrative hold preventing an accused student's registration, financial aid award, transcript release, or graduation if it is necessary to secure the student's cooperation in the investigation or compliance with a direction. This hold is not a sanction but a necessary step to resolve the complaint promptly.

5. Academic Consequences

Violations of the student conduct code can have academic consequences if the violation also constitutes failure to meet standards of performance or professionalism set by the instructor or the program, or if it constitutes cheating, plagiarism, falsification of data, or other forms of academic dishonesty. The instructor may award a failing grade for the assignment or the course in such cases, and the program faculty may decide that the student is ineligible to continue in the program. Academic consequences are determined by the faculty and academic administration and are not dependent on the decisions of the student conduct board, the appeals board, or the student conduct administrator.

6. Appeals Regarding Student Code of Conduct

- A. A decision reached by the Student Conduct Board judicial body or a sanction imposed by the Student Conduct Administrator may be appealed by accused students or complainants to an Appellate Board within five (5) days of receipt of the decision. Such appeals shall be in writing and shall be delivered to the Student Conduct Administrator.
- B. Except as required to explain on the basis of new information, an appeal shall be limited to the review of the verbatim record of the Student Conduct Board hearing and supporting documents for one or more of the following purposes:
 - i. To determine whether the Student Conduct Board hearing was conducted fairly in light of the charges and information presented, and in conformity with prescribed procedures giving the complainant a reasonable opportunity to prepare and present information that the Student Conduct Code was violated and giving the accused student a

reasonable opportunity to prepare and to present a response to those allegations. Deviations from designated procedures will not be a basis for sustaining an appeal unless significant prejudice results.

- ii. To determine whether the decision reached regarding the accused student was based on substantial information, that is, whether there were facts in the case that, if believed by the fact finder, were sufficient to establish that a violation of the Student Conduct Code occurred.
- iii. To determine whether the sanction(s) imposed was appropriate to the violation of the Student Conduct Code which the student was found to have committed.
- iv. To consider new information, sufficient to alter a decision or other relevant facts not brought out in the original hearing, because such information and/or facts were not known to the person appealing at the time of the original Student Conduct Board hearing.

C. If an appeal is upheld by the appellate board, the matter shall be returned to the original Student Conduct Board and Student Conduct Administrator for reopening of the Student Conduct Board hearing to allow reconsideration of the original determination and/or sanction(s). If an appeal is not upheld, the matter shall be considered final and binding upon all concerned.

Article V: Interpretation and Revision

Any question of interpretation regarding the Student Conduct Code shall be referred to the college official responsible for administration of the [Student Conduct Code](#) for final determination.

Employment Standards

The following constitutes grounds for disciplinary action, up to and including termination of any Maricopa County Community College District (MCCCD) employee as outlined by the respective [policy manuals](#):

1. Willful and intentional violation of any state or federal law, applicable ordinance, MCCCD Governing Board policy, or MCCCD administrative regulation that affects the employee's ability to perform his or her job.
2. Making a false statement of or failing to disclose a material fact in the course of seeking employment or re-assignment of position at MCCCD.

3. Willful and intentional commitment of acts of fraud, theft, embezzlement, misappropriation, falsification of records or misuse of MCCCCD funds, goods, property, services, technology or other resources.
4. Conviction of a felony or misdemeanor that adversely affects an employee's ability to perform job duties or has an adverse effect on MCCCCD if employment is continued.
5. Fighting with a fellow employee, visitor, or student, except in self-defense. Committing acts of intimidation, harassment or violence, including (but not limited to) oral or written statements, gestures, or expressions that communicate a direct or indirect threat of physical harm, or other violations of MCCCCD Administrative Regulation 6.21 – Workplace
6. Reporting to work under the influence of alcohol and/or illegal drugs or narcotics; the use, sale, dispensing, or possession of alcohol and/or illegal drugs or narcotics on MCCCCD premises, while conducting MCCCCD business, or at any time which would interfere with the effective conduct of the employee's work for the MCCCCD; the use of illegal drugs; or testing positive for illegal drugs. The exception would include the consumption of alcohol at a reception or similar event at which the employee's presence is clearly within the scope of employment
7. Possessing firearms or other weapons on MCCCCD property, except as may be required by the job or as otherwise permitted by law.
8. Knowing failure of an employee who is authorized to drive MCCCCD vehicles to report to the supervisor, the district Risk Manager, and the manager responsible for authorizing the use of college vehicles, within 48 hours or when reasonable in the event of vacation, sick leave, or other approved time away, any conviction for driving under the influence of alcohol or drugs, moving traffic violations, or drivers' license suspension or revocation that occurs, regardless of whether or not the driver was operating a college or district owned, privately owned, rented or borrowed vehicle, or other violation of Administration Regulation 4.14 – Motor Vehicle Usage.
9. Knowing failure of an employee to maintain an acceptable conditional driving record.
10. Engaging in sexual harassment or other illegal discrimination based on race, color, religion, gender, sexual orientation, gender identity, national origin,

citizenship status (including document abuse), age, disability, veteran status or genetic information, or other violation of MCCCDC Administrative Regulation 5 – Non-Discrimination Policy

11. Dishonesty or dishonest actions, including but not limited to lying, deceitfulness, or making false statements
12. Soliciting or accepting a gift, gratuity, bribe, or reward for the private use of the employee, or otherwise using one's position, identification, name, photograph or title for personal gain, or otherwise violating the State of Arizona's conflict of interest laws for public employees or MCCCDC Administrative Regulation 1.18 – Gifts, Gratuities and Unrelated Compensation.
13. Unauthorized possession, use, neglect, misuse, abuse, or destruction of the private property or assets of or another employee that occurs during work time.
14. Willful and intentional violation of MCCCDC's Hiring of Relatives policy or Administrative Regulation 4.18 - Consensual Relationships policy.
15. Providing false testimony; making or publishing a false, vicious or malicious statement concerning other employees, MCCCDC, or its operations; or refusing to provide testimony or information in an investigation when properly required per MCCCDC policy.

Statement on Rehiring

Employees (Board approved and otherwise) who are terminated or non-renewed due to a determination that the employee has violated Maricopa Employment Standards as set forth above, or who resign in lieu of such termination or non-renewal by agreement or otherwise, are not eligible for rehire within the Maricopa County Community College District. Employees will be afforded notice of such a determination and an opportunity to be heard pursuant to the applicable employee policy or administrative regulation.

The Vice Chancellor for Human Resources or designee is responsible for reviewing documented violations of employment standards, establishing procedures for the review of recommended disciplinary action to be taken, and determining whether the recommended disciplinary action is consistent with the documented violations of the employment standards. The Vice Chancellor for Human Resources shall have final authority to recommend disciplinary action under this policy and shall document the rationale for all decisions. To the extent that the recommendation for disciplinary action by the Vice Chancellor for Human Resources or designee differs from the recommendation of the employee's College President or Vice Chancellor or other Chancellor's Executive Council Member, the Chancellor shall be consulted and shall

make the final recommendation on disciplinary action. The Vice Chancellor for Human Resources shall make recommendations that involve the Chancellor.

Quarterly, a summary report shall be submitted to the Governing Board on disciplinary actions taken pursuant to this policy.

Whistleblower Protection

In response to a legislative directive, the Governing Board has adopted the following policy:

1. Pursuant to [ARS §38-532](#), no adverse personnel action will be taken against an employee of the Maricopa County Community College District in retaliation or reprisal for written disclosure of information of a public concern to a public body concerning an alleged violation of law, mismanagement, gross waste of monies or abuse of authority (collectively referred to herein as "alleged wrongful conduct").
2. "Public Body" is defined as the Arizona Attorney General, the Arizona Legislature, the Governor of Arizona, the Maricopa County Attorney, a federal, state or local law enforcement agency, or the Maricopa County Community College District Governing Board.
3. It is prohibited personnel practice for an employee who has control over personnel actions, to knowingly take an adverse personnel action against an employee in retaliation for disclosing alleged wrongful conduct to a public body. Any District employee found to have so retaliated is subject to dismissal subject to termination procedures as set forth in District policy and a civil penalty of up to five thousand dollars (\$5,000).
4. This policy may not be used as a defense by an employee who is being or has been disciplined for legitimate reasons or cause under District policy, and it shall not be a violation of this policy to take an adverse personnel action towards an employee whose conduct or performance warrants discipline.
5. Any District employee who knowingly makes false allegations of alleged wrongful conduct to a public body shall be subject to discipline, up to and including termination of employment subject to termination procedures as set forth in District policy and a civil penalty of up to twenty-five thousand dollars (\$25,000).
6. An adverse personnel action under this policy is defined as one of the following if the reason for the action was prior disclosure of alleged wrongful conduct to a public body:

- A. Termination of employment
 - B. Demotion with salary reduction
 - C. Imposition of suspension without pay
 - D. Receipt of written reprimand
 - E. Failure to appoint, promote or reemploy
 - F. Negative performance evaluation
 - G. Withholding of appropriate salary adjustments
 - H. Involuntary transfer or reassignment
 - I. Elimination of the employee's position absent a reduction in force, reorganization or by reason of a decrease or lack of sufficient funding, monies or workload
 - J. Significant changes in duties or responsibilities which is inconsistent with the employee's salary or grade level
7. An employee or former employee (an employee who has been dismissed) who believes he or she has been subjected to an adverse personnel action based on prior disclosure of alleged wrongful conduct may protest the action by filing a claim of retaliation and having it considered in accordance with the following procedures:
- A. A written complaint setting forth the basis for the claim or retaliation must be filed with the Chancellor or designee within 10 days of the effective date of the action taken against him/her.
 - B. The Chancellor or his/her designee shall name within five working days after receipt of a complaint described in paragraph (a), a Whistleblower Hearing Committee to hear the complaint.
 - C. The committee shall be composed of three persons not associated with the incident or allegations. The make-up of the committee shall be as follows: one College President from a college not related to the alleged violation to be named by the Chancellor; one District employee named by the complainant; one District employee named by the individual who is accused of committing a prohibited personnel practice.
 - D. The committee shall make an initial determination of jurisdiction over the subject matter within 10 working days after receipt of the complaint by the Chancellor. This means that, based upon the contents of the written complaint and any additional information the parties desire to submit, the committee will decide whether (1) the complainant did, in fact, disclose information to a public body as defined by the law and policy and (2) whether an adverse personnel action as set forth in Paragraph 6 took place. If the answer to either (1) or (2) is "no," no further action will take place.

- E. If the answers to (1) and (2) in Paragraph 7 (d) are yes, the committee will accept jurisdiction and set a hearing date no later than 30 calendar days after receipt of the complaint by the Chancellor.
 - F. At the hearing, a determination of whether the adverse personnel action was retaliation for the disclosure or whether it was based upon other supportable reasons will be determined. Also, the issue of whether the complainant knowingly made false allegations to a public agency as described in Paragraph 5 will be decided if raised.
 - G. All parties at the hearing may be represented by counsel.
 - H. The hearing will be open to the public except where the complainant requests a confidential hearing. The hearing will not be subject to the technical rules of evidence except the rule of privilege recognized by the court. Each side will have the opportunity to call witnesses, present evidence, and cross-examine the other party's witnesses. The hearing will be recorded and transcribed upon the request of either party. The requesting party will bear the cost of transcription.
 - I. The committee will issue findings of fact within 15 days after the conclusion of the hearing. The committee's findings are final. These findings will be forwarded to the Governing Board along with the committee's recommendation for appropriate discipline, if applicable. The Governing Board shall make the final decision with regard to imposition of discipline or fine.
 - J. Complaints against the Governing Board or an appeal of the decisions made in accordance with this policy must be filed in Superior Court.
8. The District shall have Ombudsperson Services that are available to the external (non-employees) community and internal employee community to address complaints and concerns relative to the operations of the Maricopa County Community College District. These services may be staffed by District employees or may be contracted or both. The District shall also maintain a 24-hour hotline for the submission of complaints and concerns (anonymous or otherwise). These services are not considered to be services of the "public body" as defined in section 2 of this policy; persons seeking whistleblower protection may avail the services of the public body as defined in section 2.

9. Among the concerns or complaints that may be reviewed by the Ombudsperson are unsolicited, derogatory and anonymous complaints or concerns about employees. These shall not be reviewed separately by the Governing Board.

10. Quarterly, the Chancellor shall submit to the Governing Board and District Audit and Finance Committee summary information on the number of Ombuds and 24-Hour Hotline complaints in the District. Such report shall protect the identity of Ombuds and 24-Hour Hotline reporters. Quarterly, the Chancellor also shall submit to the Governing Board and District Audit and Finance Committee summary information on complaints and concerns submitted to the external and internal Ombudsperson Services. Identities shall be protected.

MCCCD Policy on Substance Abuse

Drug Free Schools & Communities Act of 1989

District Policy

Maricopa Community Colleges supports the Drug Free Schools and Communities Act Amendments of 1989, Public Law 101-226, and complies with all federal, state, and local laws pertaining to controlled substances, including alcohol. The possession, sale or consumption of an alcoholic beverage in any premises owned and/or leased/rented by the District for approved educational purposes is prohibited.

College Response to Alcohol and Drug Violations

Besides the sanctions imposed by federal and state courts concerning controlled substance violation(s), the college will respond administratively when the offense involves a student or employee as the offender. Students and employees are subject to applicable District policies and disciplinary procedures. Sanctions may include suspension or expulsion for student offenders or termination of employment for employees.

S-16 Statement on the Arizona Medical Marijuana Act (Proposition 203)

In 2010, Arizona voters approved the Arizona Medical Marijuana Act (Propositions 203), a state law permitting individuals to possess and use limited quantities of marijuana for medical purposes. Because of its obligations under federal law, however, the Maricopa Community Colleges will continue to prohibit marijuana possession and use on campus for any purpose.

Under the Drug Free Workplace Act of 1988, and the Drug Free Schools and Communities Act of 1989, "...no institution of higher education shall be eligible to

receive funds or any other form of financial assistance under any federal program, including participation in any federally funded or guaranteed student loan program, unless it has adopted and has implemented a program to prevent the use of illicit drugs and abuse of alcohol by students and employees.” Another federal law, the Controlled Substances Act, prohibits the possession, use, production, and distribution of marijuana for any and all uses, including medicinal use. This law is not affected by the passage of the Arizona Medical Marijuana Act. Because Maricopa Community Colleges could lose its eligibility for federal funds if it fails to prohibit marijuana, it is exempt from the requirements of the Arizona Medical Marijuana Act. Therefore, Maricopa Community Colleges will continue to enforce its current policies prohibiting the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance on its property or as part of any of its activities.

Employees and students who violate Maricopa Community Colleges policy prohibiting the use or possession of illegal drugs on campus will continue to be subject to disciplinary action, up to and including expulsion from school and termination of employment.

Alcohol and Drug Use Prevention

Maricopa Community Colleges sponsors and/or participates in the following drug prevention activities:

- Counseling services provide individual sessions on the topic of Substance Abuse. When necessary, counselors will provide referral services to community-based agencies.
- Drug and alcohol awareness workshops are offered through Maricopa Community Colleges Fitness Center Wellness Workshops

Campus community members who may have an alcohol or drug problem can also receive assistance by calling:

- Al-Anon at 1-800-356-9996
- American Council on Alcoholism at 1-800-527-5344
- National Institute on Drug Abuse Hotline at 1-800-662-4357
- DRUGHELP at 1-800-378-4435

Off-Campus Student Organizations

College Police do not monitor the activities of off-campus student organizations.

Crime Statistics

The Clery Act requires MCCCDC to track and include four general categories of crime statistics:

Criminal Offenses

- Criminal Homicide, including Murder and Non-negligent Manslaughter, and Manslaughter by Negligence.
- Sexual Assault, including Rape, Fondling, Incest and Statutory Rape.
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson

VAWA Offenses

- Domestic Violence
- Dating Violence
- Stalking
- Sexual Assault (which is also a VAWA offense, but is included in the Criminal Offenses category for Clery Act reporting purposes).

Hate Crimes

Any of the offenses listed in the Criminal Offenses category and any of the following offenses if motivated by bias:

- Larceny – Theft
- Simple Assault
- Intimidation
- Destruction/Damage/Vandalism of Property

Arrests and Referrals for Disciplinary Action

Referrals for disciplinary action may result in a disciplinary sanction, administrative action, or educational intervention.

- Weapons – Carrying, Possessing, Law Violations
- Drug Abuse Violations
- Liquor Law Violations

Crime Statistics Definitions

For purposes of crime statistics reporting, the following definitions apply:

Criminal Offenses

1. Criminal Homicide

- a. **Murder/Non-negligent Manslaughter** is the willful (non-negligent) killing of one human being by another.
- b. **Negligent Manslaughter** is the killing of another person through gross negligence.

2. Sexual Assault (Sex Offenses)

Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.

- a. **Rape** is the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes rape of both males and females.
 - b. **Fondling** is the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
 - c. **Incest** is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
 - d. **Statutory Rape** is sexual intercourse with a person who is under the statutory age of consent.
3. **Robbery** is the taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
 4. **Aggravated Assault** is an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

5. **Burglary** is the unlawful entry of a structure to commit a felony or theft.
6. **Motor Vehicle Theft** is the theft or attempted theft of a motor vehicle.
7. **Arson** is any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Hate Crimes

A Hate Crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.

Under the Clery Act, only the following eight categories of bias are reported:

1. **Race.** A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, blacks or African Americans, whites.
2. **Religion.** A preformed negative attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, Protestants, atheists.
3. **Sexual Orientation.** A preformed negative attitude toward a group of persons based on their actual or perceived sexual orientation.
4. **Gender.** A preformed negative attitude toward a group of persons based on their actual or perceived gender, e.g., male or female.
5. **Gender Identity.** A preformed negative attitude toward a group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.
6. **Ethnicity.** A preformed negative attitude toward a group of persons whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stress common ancestry.

7. **National Origin.** A preformed negative attitude toward a group of people based on their actual or perceived county of birth.
8. **Disability.** A preformed negative attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

In addition to the Criminal Offenses defined above, the following offenses are included in Clery Act statistics if they are Hate Crimes.

1. **Larceny-Theft** is the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.
2. **Simple Assault** is an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
3. **Intimidation** is to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
4. **Destruction/Damage/Vandalism of Property** is to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

VAWA Offenses

1. **Dating Violence** is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on a consideration of the reporting party's statement and with the consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

For the purposes of this definition:

- Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

- Dating violence does not include acts covered under the definition of domestic violence.
2. **Domestic Violence** is defined as a felony or misdemeanor crime of violence committed:
- By a current or former spouse or intimate partner of the victim;
 - By a person with whom the victim shares a child in common;
 - By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
 - By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;
 - By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
3. **Stalking** is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
- Fear for the person's safety or the safety of others; or
 - Suffer substantial emotional distress.

For the purposes of this stalking definition:

- **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 a person, or interferes with a person's property.
- **Reasonable person** means a reasonable person under similar circumstances and with similar identities to the victim.
- **Substantial emotional distress** means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

Arrests and Disciplinary Referrals for Violation of Weapons,

Drug Abuse and Liquor Laws

Arrest for Clery Act purposes is defined as persons processed by arrest, citation or summons.

Referred for disciplinary action is defined as the referral of any person to any official who initiates an action of which a record is established and which may result in the

imposition of a disciplinary sanction, administrative action, and/or an educational intervention.

1. **Weapons: Carrying, Possessing, etc.**, is defined as the violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offense that are regulatory in nature.
2. **Drug Abuse Violations** are defined as the violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.
3. **Liquor Law Violations** are defined as the violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

Geographical Definitions

For the purpose of crime statistics reporting, the following geographical definitions apply:

1. **On-Campus Property** is defined as any building or property owned or controlled by an institution of higher education within the same reasonably contiguous geographic area of the institution and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to the area identified in this definition that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or retail vendor).
2. **On-Campus Student Housing Facility** is defined as any student housing facility that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus.
(MCC does not have an on-campus housing facility)

3. **Non-Campus Property** is defined as any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.
4. **Public Property** is defined as public property, including thoroughfares, streets, sidewalks, and parking facilities that is within the campus, or immediately adjacent to and accessible from the campus.

Statistical Overview

The crime statistics in this report have been compiled in accordance with definitions taken from the Federal Bureau of Investigation Uniform Crime Reporting Handbook as required by Clery Act regulations and modified by the Hate Crime Statistics Act and Campus SaVE Act.

The data relates to all reported crimes occurring on Mesa Community College campus, as well as relevant non-campus property and public property as these terms are defined in the aforementioned Geographical Definitions. Also included are crimes reported to College Police by its officers, the local law enforcement agencies having primary jurisdiction, and other college personnel who have significant responsibility for student and campus activities. Although asked to do so, not all law enforcement agencies responded to or were able to provide statistics as required for Clery Act reporting.

In 2018, MCCCCD students stayed overnight in hotels, campgrounds, while traveling with officially recognized groups and clubs. Letters were sent to the applicable police departments in each jurisdiction, requesting Clery Act data, for these stays which required Clery Act reporting.

If rape, fondling, incest, or statutory rape occurs in the same incident as a murder, MCCCCD will record both the sex offense and the murder in the statistics.

Incidents and arrests occurring in On-Campus Student Housing Facilities are duplicated in the On-Campus totals and are not in addition to them.

For stalking, MCCCCD records a crime statistic every year in which the course of conduct is reported to a local police agency or a Campus Security Authority. MCCCCD also records each report of stalking as occurring only at the first location within MCCCCD's Clery geography in which a perpetrator engaged in the stalking course of conduct or a victim first became aware of stalking.

The statistics for drug, liquor law, and weapons violations related to actual offenses occurring on campus property.

Violations Referred for Disciplinary Action are the result of alleged criminal offenses, which did not result in an arrest, but were referred to other responsible college officials for administrative investigation and possible disciplinary action, administrative action, or educational intervention.

Unfounded Crimes

Pursuant to the Violence Against Women Reauthorization Act regulations, an institution may withhold, or subsequently remove, a reported crime from its crime statistics in the rare situation where sworn or commissioned law enforcement personnel have fully investigated the reported crime and, based on the results of this full investigation and evidence, have made a formal determination that the crime report is false or baseless and therefore “unfounded.” Only sworn or commissioned law enforcement personnel may “unfound” a crime report. The recovery of stolen property, the low value of stolen property, refusal of the victim to cooperate with the prosecution, and the failure to make an arrest do not “unfound” a crime report.

MCC Dobson Campus Unfounded Crimes

2018: No unfounded crimes. 2017: One unfounded crimes. 2016: No unfounded crimes.

MCC Red Mountain Campus Unfounded Crimes

2018: No unfounded crimes. 2017: No unfounded crimes. 2016: No unfounded crimes.
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MCC Downtown Campus Unfounded Crimes

2018: No unfounded crimes. 2017: No unfounded crimes. 2016: No unfounded crimes.
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MCC Dobson Campus Statistics

	OFFENSE	YEAR	GEOGRAPHIC LOCATION		
			ON- CAMPUS PROPERTY	NON- CAMPUS PROPERTY	PUBLIC PROPERTY
CRIMINAL OFFENSES	Murder/Non-Negligent Manslaughter	2016	0	0	0
		2017	0	0	0
		2018	0	0	0
	Manslaughter by Negligence	2016	0	0	0
		2017	0	0	0
		2018	0	0	0
	Rape	2016	0	0	0
		2017	1	0	0
		2018	0	0	0
	Fondling	2016	1	0	0
		2017	1	0	0
		2018	0	0	0
	Incest	2016	0	0	0
		2017	0	0	0
		2018	0	0	0
	Statutory Rape	2016	0	0	0
		2017	0	0	0
		2018	0	0	0
	Robbery	2016	0	0	0
		2017	0	0	0
		2018	0	0	0
	Aggravated Assault	2016	0	0	0
		2017	1	0	0
		2018	0	0	0
	Burglary	2016	1	0	0
		2017	0	0	0
		2018	0	0	0
	Motor Vehicle Theft	2016	4	0	0
2017		5	0	0	
2018		3	0	0	
Arson	2016	0	0	0	
	2017	1	0	0	
	2018	0	0	0	

MCC Dobson Campus Statistics (continued)

VAWA OFFENSES	OFFENSE	YEAR	GEOGRAPHIC LOCATION		
			ON- CAMPUS PROPERTY	NON- CAMPUS PROPERTY	PUBLIC PROPERTY
Domestic Violence		2016	1	0	0
		2017	4	0	0
		2018	1	0	0
Dating Violence		2016	0	0	0
		2017	0	0	0
		2018	0	0	0
Stalking		2016	1	1	0
		2017	2	0	0
		2018	1	0	0

ARRESTS AND DISCIPLINARY REFERRALS	OFFENSE	YEAR	GEOGRAPHIC LOCATION		
			ON-CAMPUS PROPERTY	NON- CAMPUS PROPERTY	PUBLIC PROPERTY
Weapon Law Arrests		2016	0	0	0
		2017	0	0	0
		2018	0	0	0
Weapon Law Referrals		2016	0	0	0
		2017	0	0	0
		2018	0	0	0
Drug Arrests		2016	4	0	0
		2017	1	0	0
		2018	4	0	0
Drug Referrals		2016	1	0	0
		2017	0	0	0
		2018	1	0	0
Alcohol Arrests		2016	5	0	0
		2017	1	0	0
		2018	0	0	0
Alcohol Referrals		2016	3	0	0
		2017	0	0	0
		2018	1	0	0

Hate Crimes

2018: No hate crimes reported.
 2017: No hate crimes reported.
 2016: No hate crimes reported

MCC Red Mountain Campus Statistics

	OFFENSE	YEAR	GEOGRAPHIC LOCATION		
			ON- CAMPUS PROPERTY	NON- CAMPUS PROPERTY	PUBLIC PROPERTY
CRIMINAL OFFENSES	Murder/Non-Negligent Manslaughter	2016	0	0	0
		2017	0	0	0
		2018	0	0	0
	Manslaughter by Negligence	2016	0	0	0
		2017	0	0	0
		2018	0	0	0
	Rape	2016	0	0	0
		2017	0	0	0
		2018	0	0	0
	Fondling	2016	0	0	0
		2017	0	0	0
		2018	0	0	0
	Incest	2016	0	0	0
		2017	0	0	0
		2018	0	0	0
	Statutory Rape	2016	0	0	0
		2017	0	0	0
		2018	0	0	0
	Robbery	2016	0	0	0
		2017	0	0	0
		2018	0	0	0
	Aggravated Assault	2016	0	0	0
		2017	0	0	0
		2018	0	0	0
	Burglary	2016	2	0	0
		2017	0	0	0
		2018	0	0	0
Motor Vehicle Theft	2016	0	0	0	
	2017	0	0	0	
	2018	0	0	1	
Arson	2016	0	0	0	
	2017	0	0	0	
	2018	0	0	0	

MCC Red Mountain Campus Statistics (continued)

VAWA OFFENSES	OFFENSE	YEAR	GEOGRAPHIC LOCATION		
			ON- CAMPUS PROPERTY	NON- CAMPUS PROPERTY	PUBLIC PROPERTY
Domestic Violence		2016	0	0	0
		2017	1	0	0
		2018	0	0	0
Dating Violence		2016	0	0	0
		2017	0	0	0
		2018	0	0	0
Stalking		2016	0	0	0
		2017	0	0	0
		2018	0	0	0

ARRESTS AND DISCIPLINARY REFERRALS	OFFENSE	YEAR	GEOGRAPHIC LOCATION		
			ON-CAMPUS PROPERTY	NON- CAMPUS PROPERTY	PUBLIC PROPERTY
Weapon Law Arrests		2016	0	0	0
		2017	0	0	0
		2018	0	0	0
Weapon Law Referrals		2016	1	0	0
		2017	0	0	0
		2018	0	0	0
Drug Arrests		2016	0	0	0
		2017	0	0	0
		2018	0	0	0
Drug Referrals		2016	0	0	0
		2017	0	0	0
		2018	0	0	0
Alcohol Arrests		2016	0	0	0
		2017	0	0	0
		2018	0	0	0
Alcohol Referrals		2016	0	0	0
		2017	0	0	0
		2018	0	0	0

Hate Crimes

2018: No hate crimes reported.
 2017: No hate crimes reported.
 2016: No hate crimes reported

MCC Downtown Campus Statistics

	OFFENSE	YEAR	GEOGRAPHIC LOCATION		
			ON- CAMPUS PROPERTY	NON- CAMPUS PROPERTY	PUBLIC PROPERTY
CRIMINAL OFFENSES	Murder/Non-Negligent Manslaughter	2016	0	0	0
		2017	0	0	0
		2018	0	0	0
	Manslaughter by Negligence	2016	0	0	0
		2017	0	0	0
		2018	0	0	0
	Rape	2016	0	0	0
		2017	0	0	0
		2018	0	0	0
	Fondling	2016	0	0	0
		2017	0	0	0
		2018	0	0	0
	Incest	2016	0	0	0
		2017	0	0	0
		2018	0	0	0
	Statutory Rape	2016	0	0	0
		2017	0	0	0
		2018	0	0	0
	Robbery	2016	0	0	0
		2017	0	0	0
		2018	0	0	0
	Aggravated Assault	2016	0	0	0
		2017	0	0	0
		2018	0	0	0
	Burglary	2016	2	0	0
		2017	0	0	0
		2018	0	0	0
Motor Vehicle Theft	2016	1	0	0	
	2017	0	0	0	
	2018	0	0	0	
Arson	2016	0	0	0	
	2017	0	0	0	
	2018	0	0	0	

MCC Downtown Campus Statistics (continued)

VAWA OFFENSES	OFFENSE	YEAR	GEOGRAPHIC LOCATION		
			ON- CAMPUS PROPERTY	NON- CAMPUS PROPERTY	PUBLIC PROPERTY
Domestic Violence		2016	0	0	0
		2017	0	0	0
		2018	0	0	0
Dating Violence		2016	0	0	0
		2017	0	0	0
		2018	0	0	0
Stalking		2016	0	0	0
		2017	0	0	0
		2018	0	0	0

ARRESTS AND DISCIPLINARY REFERRALS	OFFENSE	YEAR	GEOGRAPHIC LOCATION		
			ON-CAMPUS PROPERTY	NON- CAMPUS PROPERTY	PUBLIC PROPERTY
Weapon Law Arrests		2016	0	0	0
		2017	0	0	0
		2018	0	0	0
Weapon Law Referrals		2016	0	0	0
		2017	0	0	0
		2018	0	0	0
Drug Arrests		2016	0	0	0
		2017	0	0	0
		2018	0	0	0
Drug Referrals		2016	0	0	0
		2017	0	0	0
		2018	0	0	0
Alcohol Arrests		2016	0	0	0
		2017	0	0	0
		2018	0	0	0
Alcohol Referrals		2016	0	0	0
		2017	0	0	0
		2018	0	0	0

Hate Crimes

2018: No hate crimes reported.
 2017: No hate crimes reported.
 2016: No hate crimes reported

MCC-Dobson 1833 W. Southern Ave. Mesa, AZ 85202



MCC-Red Mountain 7110 E. McKellips Road Mesa, AZ 85207



MCC-Downtown Center 145 N. Centennial Way Mesa, AZ 85201

