



## **2010 Annual Security and Fire Safety Report** *Doheny Campus*

Dear Members of the Mount Community,

The Department of Campus Security is responsible for the safety and security of the MSMC community from all hazards, including crime. As a department of the Division of Student Affairs, the Campus Security is the primary department for providing security and safety at MSMC.

This report will provide you with information on safety and security at the MSMC Doheny campus. This report contains information on the Department of Campus Security, policies and procedures for reporting crime, safety and security prevention and protection programs, victim assistance services, and other safety and security information to assist you in maintaining your safety and security. Campus crime statistics are listed for your review and information.

We encourage you to read this information and consider how it can help you prevent and protect yourself and the MSMC community against crime. If you have any questions or comments regarding the information contained in this report please contact the Director of Campus Security.

Copies of this report may be obtained at the following locations:

- Student Affairs Office, Building 7
- Residence Life Office- Hannon Hall

Sincerely,

***Michael McFatridge***  
Director of Campus Security  
[mmcfatridge@msmc.la.edu](mailto:mmcfatridge@msmc.la.edu)

***Dr. Mari B. Wadsworth***  
Associate Vice-President for Student Affairs  
[mwadsworth@msmc.la.edu](mailto:mwadsworth@msmc.la.edu)

# *Mount St. Mary's College*

## *Doheny Campus*

### 2010 Annual Campus Security and Fire Safety Report

#### A. CAMPUS SECURITY POLICIES

##### General Campus Security Information

For the safety and security of students, faculty, and staff, Universal Protection Service has been contracted to provide security coverage for the Doheny campus.

1. Security operates 24 hours a day, 7 days a week including holidays.
2. Security officers are stationed at four locations on campus:
  - The Security Supervisor kiosk is located mid-campus on the East Side of Chester Place (in front of the Mansion). This position is staffed 24 hours a day, 7 days a week.
  - The main entrance security kiosk located at the west gate entrance at St. James Place and is staffed 24 hours a day, 7 days a week.
  - The 23<sup>rd</sup> St. security kiosk is located at the north end of the campus on the West Side of Chester Place between Houses 1 and 2 and is staffed 8pm-5am 7 days a week.
  - The parking structure security kiosk is located in the Ken Skinner Parking Pavilion and is staffed 6:30am-10:30pm 7 days a week except on holidays.
3. The security supervisor is responsible for patrolling **15 plus acres** which includes 20 on-campus buildings, grounds, St. Vincent's parking lot, AAA parking lot and all on-campus parking locations.
4. A "roving" security officer works 40 hours a week covering multiple security needs on both campuses. While on duty at the Doheny Campus, this officer is assigned both parking enforcement and patrol duties.
5. Security can be contacted at the following numbers:
  - Security Supervisor : (213) 477-2501
  - Main Entrance: (213) 477-2502
  - Ken Skinner Parking Pavilion: (213) 477-2503 6:30am-10:30pm
6. Blue light emergency phones are located in four areas on campus. (Building 4 patio, exit of Art Walk behind building 5, driveway next to building 7 and at the intersection of St. James and Chester Place.) Additional emergency phones are located on each floor of the Ken Skinner Parking Pavilion. All emergency calls are routed to Campus Security.

##### Reporting a Security Concern

Mount St. Mary's College encourages students, faculty and staff to assume the responsibility for their own security, the security of other members of the college community as well as the safety and security of college buildings and grounds. Any member of the college community (faculty, staff, and/or student) may submit an Incident Report to the individuals listed below or by calling Campus Security directly at **213-477-2502**.

- Michael McFatrige, *Director of Campus Security* – (213) 477-2995/ (310)954-4084
- Dr. Mari Wadsworth, *Associate Vice President for Student Affairs*- (310) 954-4130
- Bernadette Robert, *Assistant Vice President for Student Affairs* – (213) 477-2571
- Laura Crow, *Director of Residence Life* – (213) 477-2661
- Jessica Cuevas, *Associate Director of Residence Life (Doheny)* – (213) 477-2666

The Residence Life/Student Affairs staff will work with the Department of Campus Security to investigate the report and take appropriate action. A copy of the Incident Report Form may be printed at the following web address:

<http://www.msmc.la.edu/student-life/department-of-campus-security/incidenttheft-report-forms.asp>

## **B. EMERGENCY RESPONSE AND EVACUATION**

### Emergency Response (*Exercise the most appropriate option*)

**DAYTIME:** In the event of an emergency, call 911\*, call Security at (213) 477-2502 (ext. 2502) Main Entrance Kiosk \*\*, or call Student Affairs at (213) 477-2571 (ext. 2571).

**EVENING/WEEKEND:** Call 911\*, or call Security at (213) 477-2502 (ext. 2502)\*\*. *Residents Only:* Resident students in need of assistance may contact the Resident Assistant on duty by paging them at (213) 501-7908.

\* If the police department or fire department is requested, you must notify Security as to the exact location of the emergency (building and room).

\*\* Security may contact the police, paramedics, or fire department.

### Campus Timely Warnings

In the event of a reported serious security concern, the President's Office, the Department of Campus Security, the Student Affairs Office, or the Residence Life Office will issue "timely warnings" to the college community notifying them of potential risks and the proper reporting procedure for security concerns. These warnings will be issued through the college e-mail, MSMC Portal, text messages (E-Alert), posted notices, Doheny Happenings, the Campus Safety web page, etc.

### Emergency Notification System (E-Alert/e2campus)

The college has a mass notification system in place to inform the college community of any campus emergency or disaster which could impact college business. This notification system is a voluntary program which will allow those that sign up for the service to be notified of emergencies via email and/or text message to personal cell phones and college email addresses. There is no cost to sign up for the service and normal text messaging rates will apply.

Information regarding the Emergency Notification System can be found at

<http://www.msmc.la.edu/ealert>.

To assist in the planning, implementation and response to emergency situations at the college, Mount St. Mary's College has established an emergency response team or DERT, (Doheny Emergency Response Team). This team is lead by the Director of Campus Security and includes faculty, staff, Residence Life Assistants and student representatives.

Once an incident has been determined to impact the normal operations of the college, the President, Vice President for Student Affairs or her designee or the Director of Campus Security will initiate the emergency plan. This plan is to be carried out by the Incident Commander. The following individuals have been identified as Incident Commanders:

- 1) Vice President for Student Affairs
- 2) Associate Vice President for Student Affairs
- 3) Assistant Vice President for Student Affairs

- 4) Director of Campus Security
- 5) Director of Residence Life
- 6) Associate Director of Residence Life

The Incident Commander will then determine if the emergency warrants the activation of our Emergency Notification System or E-Alert. If the Incident Commander deems this activation so necessary, a message to the entire college community will be sent. Messages are sent to the college community through the use of the Emergency Notification System (text message), MSMC Facebook page, MSMC Portal and email system. Those college members that are signed up for the service have messages sent directly to their cell phone as well as their college issued email address. The individuals that have authorization to send a mass notification and determine the content of the emergency message and the appropriateness of the message are as follows:

- 1) Vice President for Student Affairs
- 2) Assistant Vice President for Student Affairs
- 3) Director of Campus Security
- 4) Director of Residence Life

### Evacuation

- Evacuate to the **north lawn** area or the nearest safe open area by using the nearest or safest exit. (Do not use elevators.)
- Follow directions of Building Monitors, Floor Monitors and College Officials.
- Evacuation procedures and routes are posted in all Residence Hall rooms, classrooms, hallways, stairwells and public areas.

### **C. MISSING STUDENT PROCEDURE**

Anyone believing that a resident student has been missing for 24 hours should submit a Missing Persons Report to either the office of Student Affairs, Residence Life or the Department of Campus Security. Copies of this report may be obtained in the Residence Life office, Student Affairs, Campus Security, Health Service and/or Counseling and Psychological Services or on-line at <http://www.msmc.la.edu/student-life/departments-of-campus-security.asp>. Upon receiving a report, a copy will be given to the Director of Campus Security for review and follow-up.

All resident students have the option to complete an emergency contact form. This form contains basic information about the student and who should be contacted if it has been determined by Mount St. Mary's College Department of Campus Security officials that this student has been missing for 24 hours. This contact information is only accessible to authorized campus officials and will not be disclosed to anyone with the exception of law enforcement personnel in furtherance of a missing person's investigation.

If a resident student is under the age of 18, Mount St. Mary's College officials are required to notify the student's custodial parent or guardian within 24 hours of the determination by the Department of Campus Security that the student is missing. Notification will also be made to any emergency contact person designated by the student. If the resident is over 18, and has not identified a person to be contacted, MSMC will notify the appropriate law enforcement agency.

Department of Campus Security officials will notify the Los Angeles Police Department within 24 hours after the determination has been made that the student is missing, unless the Los Angeles Police Department has previously made the determination that the student is missing.

After the determination has been made that a student has been missing for a 24 hour period, the Associate Vice President for Student Affairs or her designee will contact the students' emergency contact person if that student has designated such a person.

## **D. ACCESS TO CAMPUS**

### Visitors/Guests

- Visitors and guests of Mount St. Mary's students, faculty and staff are welcome on campus. However, the college reserves the right to refuse admittance to individuals not associated with the college and others who pose a safety or security risk.
- All visitors and guests are required to stop at the Main Entrance Kiosk to show a valid form of ID (picture ID), sign in, inform the guard of their intended destination and if necessary, pay for a parking permit.

### Escort Policy

Guests in the residence halls must be escorted by a resident student at all times. Visiting hours in the Residence Halls are from 10am-12am Sunday-Thursday and 10am-2am Friday and Saturday. Males are not permitted inside the Residence Halls before 10am.

### Identification Cards

Faculty, staff and students are required to carry their college identification cards (ID) with them at all times. This ID is necessary for library use, admittance to student sponsored events, on campus pre-paid meal plans, Fitness Center usage, utilizing the MSMC transportation system, (campus shuttle) and for security purposes.

### Building Security

For the safety and security of the residents, all residence hall exit doors are locked 24 hours a day. Each resident student is issued a room key, building access key and an access control card. If a key is lost it must be reported immediately to the Residence Life Office. It is important that residents fully understand their sense of community responsibility with regard to the building access key. There are numerous other students whose safety depends on the proper handling of keys. For safety and security reasons, duplication or loaning of keys is not permitted.

## **E. CAMPUS SECURITY ENFORCEMENT**

Mount St. Mary's College contracts with Universal Protection Service to provide security officers to Campus Security. Universal Protection Service is a licensed security company by the State of California, Department of Consumer Affairs, and Collection and Investigation Services. Universal Protection Service is in good standing with a current state license.

### Working Relationship with Local Police

The college has an excellent working relationship with the Southwest Division of the Los Angeles Police Department and will consult their expertise when necessary. Mount St. Mary's College is within the jurisdiction of the Los Angeles Police Department. Mount St. Mary's College has also maintained an excellent working relationship with the Public Safety Department at the University of Southern California (USC).

### Authority of Security Guards

All security officers working for Universal Protection Service and assigned to Mount St. Mary's College have a current and valid Guard Card including the Powers of Arrest. This card is issued by the State of California, Department of Consumer Affairs, Bureau of Security and Investigative Services. On-going training to fulfill the AB2880 requirement is done by Universal Protection Service.

### Violations of Criminal Law

Violations of criminal law, as witnessed by Campus Security may be reported to the local police. Criminal violations are defined by law and tried by the courts. In a situation in which a member of this community acts in a manner, which may reasonably be viewed as within the definition of criminal violations, the college may take action independent of any civil or criminal proceedings.

In the event that an that an alleged criminal offense occurs at Mount St. Mary's College, the Director of Campus Security will coordinate with the Los Angeles Police Department for any and all investigated crimes. The Los Angeles Police Department is the law enforcement agency responsible for all general law enforcement duties related to Mount St. Mary's College.

The Doheny Campus falls under the Southwest Division of the Los Angeles Police Department. The direct contact person with the Southwest Division is Senior Lead Officer Geraldine Thomsen. SLO Thomsen will coordinate with the appropriate authorities within the LAPD to best respond to an occurrence of crime on the Doheny Campus.

Procedures followed when a crime is reported to an MSMC official:

- 1) Crime report is sent to the Director of Campus Security.
- 2) A determination is made by MSMC officials if the alleged crime warrants the involvement of the Los Angeles Police Department for further investigation.
- 3) The Director of Campus Security is responsible for the notification to law enforcement.
- 4) The Los Angeles Police Department is responsible for the investigation of any verified criminal offense on Mount St. Mary's property.
- 5) Mount St. Mary's College will conduct an internal investigation, separate from the LAPD investigation, if deemed appropriate.

## **F. SECURITY/PERSONAL SAFETY AWARENESS PROGRAMS**

### Violence Prevention Task Force

Mount St. Mary's College has established a full committee to address the concern of violence against any and all members of the MSMC community. The committee members include administration, staff, faculty and students. This committee is broken into three separate sub-committees which are addressing the following three areas:

- 1) Prevention Programs and Information Support
- 2) Policies and Procedures
- 3) Intervention and Response

## Residence Life

Beginning with the first floor meeting and continuing throughout the year, the Resident Assistants are to remind the residents of safety procedures and security policies. Students are reminded to close and lock their doors whenever they leave their room, not leave any item unattended, not leave any guest unattended, report all suspicious individuals, report broken windows and doors, avoid propping exterior doors open, and to escort guests in the residence halls. In addition, all resident students are issued a key chain with the security contact numbers. The Director of Campus Security is included in Resident Assistant training on the role of Campus Security, emergency preparedness and emergency response.

## Orientation

During new student orientation, the Director of Campus Security presented information to new students and parents on personal safety and campus security procedures. Students are given information regarding safety on and off-campus and specific instructions about reporting security concerns.

## Counseling & Psychological Services

The professional staff from CPS presented and/or co-sponsored the following programs: "Take Back the Night," "The Clothesline Project," "Sensitivity Training for helping victims of violence," and "These Hands Don't Hurt." These programs addressed unhealthy relationships, dating violence and sexual assault.

## First-Year Seminar Class

The Introduction to College Studies class (SPR 85) discussed the following security topics during the semester: crime and violence prevention, personal security, ATM security, theft prevention and carjacking prevention. Counseling and Psychological Services and the Santa Monica Rape Treatment Center presented "Taking Charge of your Personal Safety" which included information on the definition of sexual assault and consent, common reactions, contributing factors (e.g. alcohol), prevention, communication skills and resources for victims.

## Web Site

The Division of Student Affairs has created a web site exclusively for campus safety. This web site can be found at <http://www.msmc.la.edu/student-affairs.asp>

## Admitted Students' Day

The Director of Campus Security distributed security information to prospective parents and students. A visual display of existing security programs and statistics was also provided.

## On-Campus Security Escorts

All members of the Mount community can request an escort from Campus Security to and from either their vehicle, classroom or office. This service is offered 24/7 and is available by contacting Campus Security at 213-477-2502. These escorts are only available on MSMC owned or controlled property.

## Statistical Disclosure of Reported Incidents

Incidents reported to either MSMC Campus Security or by a third party to MSMC Campus Security that fall into one of the required reporting classifications will be disclosed as a statistic in this annual report published by the Department of Campus Security and the Division of Student Affairs.

## Specific Information about Classifying Crime Statistics

The statistics in the report are published in accordance with the standards and guidelines used by the FBI Uniform Crime Reporting Handbook and relevant federal law (the Clery Act).

The number of victims involved in a particular incident is indicated in the statistics column for the following crime classifications: Murder/Non-Negligent Manslaughter, Negligent Manslaughter, Forcible and Non-Forcible Sex Offenses, and Aggravated Assault. For example, if an aggravated assault occurs and there are three victims, this would be counted a three aggravated assaults in the crime statistics chart.

The number reflected in the statistics for the following crime categories includes one offense per distinct operation: Robbery, Burglary, Vandalism, and Arson. For example, if five students are walking across campus together and they are robbed, this would count as one instance of robbery in the crime statistics chart.

In cases of Motor Vehicle Theft, each vehicle stolen is counted as a statistic.

## G. STATISTICS ON REPORTED CRIMINAL OFFENSES

**On-Campus** (owned or controlled, reasonably contiguous, education-related or student-used)

<b>Criminal Offenses</b>	<b>2010</b>	<b>2009</b>	<b>2008</b>
<b>Criminal Homicide</b> -Murder & Non-Negligent Homicide -Negligent Manslaughter	0	0	0
<b>Forcible sex offenses</b> -Rape -Sexual Assault with an object -Forcible Sodomy -Forcible Fondling	0	0	0
<b>Non-forcible sex offenses</b> -Incest -Statutory Rape	0	0	0
<b>Robbery</b>	0	0	0
<b>Aggravated Assault</b>	0	0	0
<b>Burglary (Unlawful Entry)</b>	13	7	4
<b>Motor Vehicle Theft</b>	0	0	1
<b>Arson</b>	0	0	0
<b>Liquor-law Violations</b>	Arrests: 0 Referred for campus disciplinary action: 3	Arrests: 0 Referred for campus disciplinary action: 7	Arrests: 0 Referred for campus disciplinary action: 2
<b>Drug-law Violations</b>	Arrests: 0 Referred for campus disciplinary action: 3	Arrests: 0 Referred for campus disciplinary action: 0	Arrests: 0 Referred for campus disciplinary action: 0
<b>Weapons Possession</b>	Arrests: 0 Referred for campus disciplinary action: 0	Arrests: 0 Referred for campus disciplinary action: 0	Arrests: 0 Referred for campus disciplinary action: 0

**Statistics on Criminal Offenses cont.**

**Dormitories or other students residences (within the “on-campus” area)**

<b>Criminal Offenses</b>	<b>2010</b>	<b>2009</b>	<b>2008</b>
<b>Criminal Homicide</b> -Murder & Non-Negligent Homicide -Negligent Manslaughter	0	0	0
<b>Forcible sex offenses</b> -Rape -Sexual Assault with an object -Forcible Sodomy -Forcible Fondling	0	0	0
<b>Non-forcible sex offenses</b> -Incest -Statutory Rape	0	0	0
<b>Robbery</b>	0	0	0
<b>Aggravated Assault</b>	0	0	0
<b>Burglary (Unlawful Entry)</b>	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0
<b>Arson</b>	0	0	0
Liquor-law Violations	Arrests: 0 Referred for campus disciplinary action: 3	Arrests: 0 Referred for campus disciplinary action: 7	Arrests: 0 Referred for campus disciplinary action: 2
Drug-law Violations	Arrests: 0 Referred for campus disciplinary action: 3	Arrests: 0 Referred for campus disciplinary action: 0	Arrests: 0 Referred for campus disciplinary action: 0
Weapons Possession	Arrests: 0 Referred for campus disciplinary action: 0	Arrests: 0 Referred for campus disciplinary action: 0	Arrests: 0 Referred for campus disciplinary action: 0

**H. STATISTICS ON REPORTED HATE CRIMES** (Evidence that manifest that the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity/national origin, or disability)

**On-Campus** (owned or controlled, reasonably contiguous, education-related or student-used)

<b>Criminal Offenses</b>	<b>2010</b>	<b>2009</b>	<b>2008</b>
<b>Criminal Homicide</b> -Murder & Non-Negligent Homicide -Negligent Manslaughter	0	0	0
<b>Forcible sex offenses</b> -Rape -Sexual Assault with an object -Forcible Sodomy -Forcible Fondling	0	0	0
<b>Non-forcible sex offenses</b> -Incest -Statutory Rape	0	0	0
<b>Robbery</b>	0	0	0
<b>Aggravated Assault</b>	0	0	0
<b>Burglary (Unlawful Entry)</b>	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0
<b>Arson</b>	0	0	0
<b>Larceny-Theft</b>	0	0	n/a
<b>Simple Assault</b>	0	0	n/a
<b>Intimidation</b>	0	0	n/a
<b>Destruction/Damage/Vandalism to Property</b>	0	0	n/a

**Statistics on Reported Hate Crimes cont.**

**Dormitories or other students residences (within the “on-campus” area)**

<b>Criminal Offenses</b>	<b>2010</b>	<b>2009</b>	<b>2008</b>
<b>Criminal Homicide</b> -Murder & Non-Negligent Homicide -Negligent Manslaughter	0	0	0
<b>Forcible sex offenses</b> -Rape -Sexual Assault with an object -Forcible Sodomy -Forcible Fondling	0	0	0
<b>Non-forcible sex offenses</b> -Incest -Statutory Rape	0	0	0
<b>Robbery</b>	0	0	0
<b>Aggravated Assault</b>	0	0	0
<b>Burglary (Unlawful Entry)</b>	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0
<b>Arson</b>	0	0	0
<b>Larceny-Theft</b>	0	0	n/a
<b>Simple Assault</b>	0	0	n/a
<b>Intimidation</b>	0	0	n/a
<b>Destruction/Damage/Vandalism to Property</b>	0	0	n/a

**Public Property**

Statistics regarding murder, non-negligent manslaughter, negligent manslaughter, forcible sex offenses, robbery, aggravated assault, burglary, motor vehicle theft and arson on public property immediately adjacent to the Doheny campus were not available from the Southwest Los Angeles Division of the Los Angeles Police Department.

## I. CAMPUS FIRE SAFETY

The residence halls on the Doheny Campus have a multi-layered fire safety system. This includes smoke detection devices, heat sensing devices, pull stations, strobe lights, alarm bells, water sprinklers and direct connections for fire department hook-ups.

Fire Drills are conducted four times per academic year. Residence Life conducts one evening drill each semester and Student Affairs conducts one day drill each semester. These drills test the evacuation process and the overall effectiveness of the evacuation and emergency response plan.

As part of the continuing improvement and education process, Mount St. Mary's College has established an emergency response team, or DERT (**D**oheny **E**mergency **R**esponse **T**eam). This team is lead by the Assistant Vice President for Student Affairs and the Director of Campus Security. Team members include faculty, staff, Resident Life Assistants and student representation. Meetings are held each semester to bring new fire safety information to the team. Each meeting includes training on fire safety/emergency management.

For a complete list of all prohibited items inside the Residence Halls, please visit:

<http://www.msmc.la.edu/student-life/living-on-off-campus/residence-life/frequently-asked-questions.asp>

## J. STATISTICS ON FIRE SAFETY (Residence Halls Only)

	<b>2010</b>	<b>2009</b>	<b>N/A</b>
Number/Cause	0	1 Shirt Left On Lamp	
Injuries	0	0	
Deaths	0	0	
Value of Property Damage	\$0	\$200	

## K. ALCOHOL POLICY

- Mount St. Mary's College prohibits traditional undergraduate students and their guests from possessing and consuming alcoholic beverages on or around the Doheny campus. Furthermore, it is a violation of the alcohol policy to display alcoholic containers (full or empty) anywhere on campus.
- Any student demonstrating inappropriate or disruptive behavior associated with the use of alcohol may be subject to college disciplinary action. All students may obtain confidential health care and counseling through Student Health Services.
- Alcoholic beverages may not be sold, consumed or served at any event sponsored by students or student organizations.
- Students who violate College policy or California laws regarding the use of alcohol are subject to College disciplinary action which may include warning, probation, restitution, community service, recommendation for counseling, referral for alcohol/drug evaluation, removal from on-campus residence, dismissal or suspension, and police referral.

Please go to <http://www.msmc.la.edu/student-life/departments-of-campus-security/msmc-policies.asp> for a more information on the MSMC Alcohol Policy.

## L. ILLEGAL DRUG POLICY

The following are prohibited on campus, at College-sponsored events, and in campus-operated residences:

- Unlawful possession, use or distribution of illegal drugs (including marijuana).
- Unlawful manufacture, distribution, dispensation, possession, or use of controlled substances (including marijuana).
- Possession of drug paraphernalia, including but not limited to water pipes, hookah, scales, needles, clips, rolling papers, bong, etc.; any device that may be associated with drug use regardless of whether it is purchased or handmade.

Students who violate California laws or College policy regarding the use of alcohol or other drugs demonstrate irresponsible or disruptive behavior associated with the use of alcohol or other drugs are subject to College disciplinary action which may include warning, restitution, community service, recommendation for counseling, referral for alcohol/ drug evaluation, removal from on-campus residence, dismissal or suspension, and police referral.

### ***Disclosure of drug and alcohol violations***

The Warner Amendment (section 952: Drug and Alcohol Violations Disclosures) permits disclosure to a parent or legal guardian of a student, information regarding any violation of any federal, state, or local law, or of any rule or policy of the institution, governing the use of possession of alcohol or a controlled substance, if (A) the student is under the age of 21; and (B) the institution determines that the student has committed a disciplinary violation with respect to such use or possession.

## M. SEX OFFENSE STATEMENT

Mount St. Mary's College encourages victims of sex crimes to report offenses, and offers assistance from college staff in notifying internal and external authorities. Mount St. Mary's stresses the importance of a victim of a sex crime to preserve any evidence as it may be necessary as proof of a criminal offense. Residence Life programs, Freshmen Orientation class workshops, and literature distribution promote awareness of forcible or non-forcible sex offenses and the college support available to victims. If a sex offense occurs, students may contact the following administrators for support and guidance Monday-Friday, 9:00am to 4:30pm:

- **Dr. Mari Wadsworth**, Associate Vice President of Student Affairs, 310.954.4130
- **Bernadette Robert**, Assistant Vice President for Student Affairs, 213-277-2571
- **Laura Crow**, Director of Residence Life, 310.954.4325 or 213.477.2661
- **Michael McFatridge**, Director of Campus Security, 310.954.4084 or 213.477.2995
- **Gail Gresser**, Director of Campus Ministry, 310.954.4126
- **Dr. Susan Salem**, Director of Counseling and Psychological Services, 310.954.4112
- **Beryl Salvatore**, Director of Health Services, 310-954-4110
- **Jessica Cuevas**, Associate Director of Residence Life, 310.954.4326, 213.477.2661

Also, they may contact Security, Student Affairs or Residence Life, including the resident assistant on duty of immediate support. Other departments available to assist them include Health Services, Counseling and Psychological Services, Academic Affairs and Campus Ministry.

If an on campus conduct procedure takes place as a result of an alleged sex offense, the accuser and the accused are entitled to have an advocate (another full-time student) present during the campus conduct proceedings. Both the accuser and accused are entitled to know the outcome of the conduct process. Resolutions resulting from a conduct procedure regarding rape, acquaintance rape or other sexual offenses (forcible or non-forcible) include disciplinary warning, disciplinary probation, restitution, interim suspension, termination of on-campus housing, suspension and/or expulsion.

As required by HEOA, the College will, upon written request, disclose to the alleged victim the final results of any disciplinary proceeding dealing with a crime of violence or a non-forcible sex offense.

In addition victims of sexual offenses will be advised of academic and student life options for their support, if requested and available. For questions about policies and procedures for dealing with incidences of sexual harassment, see the Student Handbook.

## N. SEXUAL OFFENDER REGISTRATION

The Campus Sex Crimes Prevention Act (CSCPA) of 2000 is a federal law that provides for the tracking of convicted sex offenders enrolled at, or employed by, institutions of higher education. Law enforcement agency information provided by California concerning registered sex offenders may be obtained through the State of California Department of Justice. For more details please visit the Megan's Law website at: <http://www.meganslaw.ca.gov/>

You can also view limited sex offender information online at the Los Angeles County website at [www.lacounty.info](http://www.lacounty.info).

## IMPORTANT SAFETY/SECURITY TELEPHONE NUMBERS

Mount St. Mary's College Security- (Mansion).....	(213) 477- 2501
Mount St. Mary's College Security- (Main Entrance).....	(213) 477- 2502
Mount St. Mary's College Security- (Parking Pavilion).....	(213) 477-2503
Student Affairs.....	(213) 477- 2570
Residence Life.....	(213) 477- 2661
Switchboard.....	(213) 477- 2500
Police, Fire and Ambulance.....	911
Alcohol Abuse Hotline & Treatment Referral.....	(800) 252- 6465
Alcoholism Center for Women, South Central Los Angeles.....	(213) 381- 8500
Battered Women's Services.....	(562) 594- 4555
Center for Hope and Health.....	(818) 704- 8541
Center for the Pacific Asian Family Hotline.....	(323) 653- 4042 (800) 339- 3940
Domestic Abuse Center (Crisis Line).....	(310) 392- 8381
Incest Survivors' Anonymous.....	(562) 428- 5599
Peace Over Violence, <i>formally known as Los Angeles Commission on Assaults Against Women</i> (24 hour hotline).....	(626) 793-3395 (310) 392-8381 (213) 626-3393
Santa Monica UCLA Medical Center Rape 24 hour hotline.....	(310) 319- 4000
*Rape Treatment Center (Bilingual)	(310) 319- 4000
National Domestic Violence Hotline.....	(800) 799- 7233
Su Casa Family Crisis & Support Center (Hotline- 24 Hours).....	(562) 402- 4888
Suicide Prevention (Crisis line - 24 hours) .....	(877) 727-4747
Women's Referral Service.....	(818) 995- 6646