



**CAMPUS SAFETY
AND SECURITY
INFORMATION FOR THE
CALENDAR YEAR 2008
COMPILED FOR ACADEMIC
YEAR 2009-2010**

This information is provided by Lakeland Community College in compliance with the Jeanne Clery Act.

For more information on campus safety, contact the Lakeland police department at 440-525-7241.

www.lakelandcc.edu/police

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HISTORY

The Lakeland Community College Police Department was created in 1978 pursuant to a state law giving the campus police primary jurisdiction on all college property and grounds. The College lies within the cities of Willoughby, Kirtland, and Mentor; and within the Village of Kirtland Hills.

College police officers are classified as “state university law enforcement officers,” with full police powers. The campus police department is staffed 24 hours per day, 365 days per year, and offers numerous services to the college community. Mutual aid is available from surrounding law enforcement agencies if needed. The College works closely with federal, state and local agencies to protect the learning environment. Local police, fire and SWAT personnel are invited to tour the college each year as part of the College’s emergency preparation program.

CAMPUS PROTECTION

The Lakeland Police Department is dedicated to the fair and impartial enforcement of law, apprehension of violators, maintenance of order, protection of property, community policing, quality education, crime prevention, and the timely provision of related services to the college community. However, the police cannot do it alone.

Students and employees are encouraged to promptly and accurately report all crimes to the campus police department. Your concerns will be handled by a trained public safety official in both a professional manner and as confidentially as the law allows. A follow-up may be conducted to identify criminals, recover stolen property, and when possible, prosecute offenders.

REPORTING A CRIME

Report crime or suspicious behavior to the campus police by calling 440-525-7241. Emergencies can be reported by dialing 911 on any college telephone or pay phone. Accidents, injuries, threats and assaults should be reported immediately to the campus police. At Lakeland Community College, students and employees are encouraged to work together with the campus police to enhance the safety and security of the entire college community. Federal law allows an alleged victim of certain types of sexual assault to report such activity to a campus administrator or counselor. (See the Student Handbook for more information.)

PRIORITY DETERMINATION

When an incident is reported to the campus police department, a diligent effort will be made to (a) investigate the incident, and (b) determine the facts. When multiple incidents occur during the same time period, they will be prioritized as follows:

- Matters involving personal safety, violence, or life-threatening circumstances;

- Property offenses or incidents;
- Requests for other services.

BUILDING ACCESS/SECURITY

Lakeland Community College is open from 7:00 a.m. – 11:00 p.m. Monday through Friday, and from 7:00 a.m. – 5:00 p.m. on weekends. The college is closed on designated holidays. Faculty, staff, administration, and contractors may enter after hours if they coordinate with the college police department. After-hour access is limited to the loading dock door. Students must have on file, in advance with the campus police, a letter of authorization from a dean or department head specifically stating the purpose, date(s), time(s), and location(s) of access. Visitors may enter the facility for any authorized special event when the college is otherwise closed. When closed, all college exterior doors are locked, allowing only authorized entry as set forth above. Patrols by police personnel and surveillance by closed-circuit television, along with alarm equipment in critical areas, are utilized to maintain the safety and security of the facilities.

CAMPUS SECURITY AND SAFETY

Lakeland takes a proactive approach to campus safety. In addition to motor, foot, and bicycle patrols, Lakeland police utilize student aides, volunteers, and college shuttle buses to patrol the campus. Surveillance cameras are used to monitor some parking lots, hallways, and lobby areas at all campuses. All exterior locations are well lit during the evening hours and through the night. The grounds are maintained by a professional groundskeeping staff. Pedestrian and vehicular safety, along with access for the disabled, is evident in all landscape, construction, and renovating considerations. A special work-order system is used to give priority to safety-related matters.

The campus police department works closely with the Facilities Management Department to prevent fires and explosions, service and maintain fire detection and alerting systems, while working with local fire officials to conduct regular inspections designed to insure that the college meets all applicable fire protection and fire prevention standards.

CRIME PREVENTION

The campus police department employs a certified crime prevention specialist to conduct workshops and seminars aimed at making everyone aware of potential risks and dangers, as well as sharing responsibility for a crime-free campus. Most workshops are designed to help students and employees avoid criminal victimization and to know what to do should they be victimized. For more information contact the campus police department at 440-525-7241.

SEXUAL PREDATORS

The College police department monitors registered sexual offenders and shares registration information with the college community as mandated by law. For more information consult the Student Handbook, Employee Handbook, or the college web page (www.lakelandcc.edu).

STALKING AND DOMESTIC VIOLENCE

Victims of stalking and domestic violence should contact the campus police so that they can assist and support them as much as possible while they learn and/or work at the college. For more information contact the campus police department at 440-525-7241.

EMERGENCY TELEPHONES

There are a number of emergency telephones and call boxes on campus that can be utilized to report a crime, fire, accident or any other type of emergency. The parking lot call boxes are

marked with distinctive blue lights and will connect the user with the campus police immediately. Hallway and lobby telephones are set up to dial directly to the campus police emergency dispatcher. In time of need, the internal phones can simply be “knocked off” the hook in order to summon the campus police immediately.

STUDENT ACTIVITIES (OFF-CAMPUS)

Student organizations occasionally meet off-campus and conceivably, someone could become a crime victim at such events. In this case, club and organization advisors or coaches, and/or the victim, should report the incident to both the agency in whose jurisdiction the crime occurred, and to the Lakeland police department, as soon as practical.

ALCOHOL AND DRUG POLICIES

The College works to provide an environment free of alcohol and drug abuse. The possession of, use of, distribution of, or any attempt to use or distribute, any illegal substance, controlled substances, or alcoholic beverage, without a permit, is prohibited on all college properties, owned or leased, and at all college activities. For more information consult the Student Handbook, Employee Handbook, or the college web page (www.lakelandcc.edu).

SATELLITE CAMPUSES

Local police agencies serve the college’s satellite campuses. Should a crime occur at one of these sites, students and employees are asked to contact the local police first, and report the problem to the campus police as soon as possible. The Lakeland police will work with the local police to complete the investigation and to keep the victim updated on a timely basis. Campus police personnel will visit the satellite campus sites several times a year to conduct fire inspections, safety inspections and crime prevention reviews, and to assist and support on-site employees and students with security and safety related matters.

DISCIPLINARY ACTIONS

The College’s Board of Trustees is responsible, by law, for regulating student, visitor, and employee conduct. Procedures for disciplining faculty and employees are available from the College’s Department of Human Resources. Student Conduct Code and Persona Non-Grata policy information is available from the office of the Director for Student Activities.

In the case of student or employee conduct which involves an alleged or proven violation of criminal law, police authority may be invoked. Disciplinary action may be taken if the conduct also involves a violation of college standards, or if the interests of the academic community are distinct from those of civil authority.

Upon written request from an alleged victim of any crime of violence allegedly occurring on campus, the college shall provide the results of any disciplinary proceedings conducted by such institution against the alleged perpetrator of such crime, without unreasonable delay. (See the Student Handbook for more information.)

SEXUAL OFFENSES

Sexual offenses (including attempts) should be reported immediately to the campus police or to a college dean or counselor. A victim advocate will be notified immediately. College police personnel and several college employees are trained to handle and investigate such matters in a sensitive and timely manner. The victim’s identity will be kept confidential within the limits of the law, and the victim will be kept apprised of developments by the campus police throughout the entire investigative and legal process. The college conducts workshops and programs on a

regular basis to promote sexual offense awareness and personal safety for employees and students alike. In some cases, the college student health office can refer students to off campus counseling services, mental health agencies, and victim rights offices. Employees can easily and confidentially access off-campus community resources through the Department of Human Resources or the campus police department. Please see the Employee Handbook and/or the Student Handbook for more information on this topic.

CRIME STATISTICS

Lakeland publishes an annual statistical report to comply with the statutory mandates imposed by the Jeanne Clery Act. The statistics are gathered daily, correlated monthly and published annually by the campus police department in a document entitled "Campus Safety and Security Information". This annual report is made available to perspective and current students and employees as required by law. It is also posted on the college web page (www.lakelandcc.edu).

U.S. Department of Education Crime Statistics for the calendar years 2006-2008, for Lakeland's main and satellite campuses, are included at the end of this report.

CRISIS INTERVENTION TEAM

As part of the college's proactive approach to crisis management, the institution has established a Crisis Intervention and Assessment Team (CIAT) designed to detect and assess Persons in Crisis (PIC) and incidents, and then coordinate a community-based response to the situation if applicable. The CIAT team includes the college Police Chief, Lieutenant, Psychologist, Students with Disability Counselor, Assistant Provost, Dean of Students, and several other members, including highly trained counselors and police officers. The primary objective of the CIAT team is to "connect all of the dots" relating to potentially dangerous situations before violence occurs, without violating student or employee confidentiality, and to enhance the quality of communication between student support professionals working at the college.

EMERGENCY RESPONSE ALERTS

The campus police will, upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff occurring on the campus, immediately notify and alert the campus community by issuing an Emergency Response Alert unless such notification will compromise efforts to contain the emergency. The decision to notify or to delay notification can only be made by law enforcement officials and will be made upon the initial known facts of the situation and after assessing whether or not conditions pose an immediate threat to the health and safety of students or staff. The Emergency Response Alert should not be confused with a Timely Warning regarding an ongoing criminal threat issued in compliance with Clery Act standards. Dissemination systems will be tested annually and records kept of such tests. Evacuation procedures are covered in another portion of this Annual Report.

TIMELY WARNINGS AND PROMPT REPORTING

The Lakeland Community College Police Department works closely with the surrounding police departments to review current criminal activity and share information about such matters. In the event that a situation arises, either on or off campus, that constitutes an ongoing or continuing threat to the college community, the Lakeland Community College Police Chief (or his designee) will issue a campus-wide alert. Timely warnings and alerts will be made via messenger, email, in-house telephone messaging, closed circuit cable TV, and in any other way that makes it likely to reach as many students and employees as possible. A record of timely warnings issued is available from the campus police department.

COLLEGE EVACUATION PROCEDURES

Emergency evacuation orders will be made by the Chief of Police, or the Officer-In-Charge, and the highest ranking available college official. In the event of a serious life-threatening emergency posing a substantial risk of serious physical harm, any police officer, fire official, or college administrator may evacuate all, or any portion, of the facility. The word will be spread via email, telephone, messenger, and bullhorn. In some cases, the fire alarms may be used to evacuate the facility.

Evacuation route information will be posted in all assembly rooms, classrooms, laboratories, hallways, and office areas throughout the college. When an evacuation order is given, or the alarms sound, everyone should collect their personal gear (including protective clothing) and leave the building following a pre-designated evacuation route. Groups should gather at a predetermined assembly point for a "headcount," and should not return to the building until told to do so by the police. Members of the college community are encouraged to assist anyone who may be having difficulty in leaving the building safely, or should try and summon assistance as quickly as possible. If you hear an order to evacuate or a fire alarm, leave at once.

DAILY CRIME LOG

The campus police department maintains a daily crime log, as mandated by the federal Clery Act. It is available for inspection during normal business hours by the general public at the dispatch center in the basement of Building A.

EMERGENCY MANAGEMENT PLAN

The Director of Public Safety and Chief of Police is also the College's Homeland Security Coordinator. As such, he is responsible for college-wide emergency planning and crisis preparation, emergency readiness. Tasked with updating the College's Emergency Management Plan each year, he also serves as the institution's liaison with homeland security agencies and officials, and as the president's key advisor on homeland security matters.

BACKGROUND INVESTIGATIONS

The campus police department conducts background investigations on all perspective employees and current employees who request pass keys and/or alarm codes. Student employees who handle cash and/or confidential documents are also background checked by the campus police. Fingerprinting and identify confirmation are components of the background checks conducted by the police.

WEB PAGE

The Lakeland Police Department can be accessed via the internet at:

www.lakelandcc.edu/police

QUESTIONS

Questions concerning these topics should be directed to the Lakeland Community College Chief of Police at 440-525-7321, or via e-mail at jmcbride@lakelandcc.edu.

Prepared September 2009

CRIME STATISTICS FOR ALL CAMPUSES: LAKELAND COMMUNITY COLLEGE
CALENDAR YEARS 2006-2008

	MAIN CAMPUS			EAST CAMPUS (MADISON VILLAGE)			WEST CAMPUS (WILLOWICK)			PAINESVILLE CAMPUS		
	2006	2007	2008	2006	2007	2008	2006	2007	2008	2006	2007	2008
Murder	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	1*	0	0	0	0	0	1*	0	0	1*	0	3*
Aggravated Assault	0	0	0	0	0	0	0	0	1	2*	0	0
Motor Vehicle Theft	3*	1	4	1*	0	0	0	0	0	2*	0	2*
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	1	0	1	1*	0	0	0	0	0	0	0	4*
Forcible Sex Offense	0	0	1	0	0	0	0	0	0	1*	0	3*
Non Forcible Sex Off.	0	0	0	0	0	0	0	0	0	0	0	2*
Theft	30	28	43	4	0	2*	0	0	0	0	1	2*

*Occurred in the immediate surrounding area.

ARRESTS AND DISCIPLINARY ACTIONS FOR ALL CAMPUSES: LAKELAND COMMUNITY COLLEGE
CALENDAR YEARS 2006-2008

	MAIN CAMPUS			EAST CAMPUS (MADISON VILLAGE)			WEST CAMPUS (WILLOWICK)			PAINESVILLE CAMPUS		
	2006	2007	2008	2006	2007	2008	2006	2007	2008	2006	2007	2008
Liquor Law Arrest	6*	0	1	12*	0	0	0	0	0	9*	0	1*
Drug Law Arrest	3*	0	1	14*	0	0	0	0	0	2*	0	21*
Illegal Weapons Possession Arrest	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violation Referred For Disciplinary Action	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation Referred for Disciplinary Action	0	6	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Violation Referred For Disciplinary Action	0	0	0	0	0	0	0	0	0	0	0	0

*Occurred in the immediate surrounding area

HATE CRIME STATISTICS FOR ALL CAMPUSES: LAKELAND COMMUNITY COLLEGE
CALENDAR YEARS 2006-2008

	MAIN CAMPUS			EAST CAMPUS (MADISON VILLAGE)			WEST CAMPUS (WILLOWICK)			PAINESVILLE CAMPUS		
	2006	2007	2008	2006	2007	2008	2006	2007	2008	2006	2007	2008
Hate Crimes	0	0	0	0	0	0	0	0	0	0	0	0