

Pacific Bible College

Annual Security Report

2018



The safety of students, faculty and staff is important to Pacific Bible College.

This report complies with the Clery Act.

We are required to distribute to all students, employees, and applicants two types of information:

- 1) a description of policies related to campus security
- and
- 2) statistics concerning specific types of crimes. (Types of crimes starting 2019)

CAMPUS LOCATION(S)

Pacific Bible College
Main Campus
Offices/Library/Classrooms
28 S Fir Street, Suite 212
Medford, OR 97501

Teaching Sites

1. Ashland, OR
2. Grants Pass, OR

Policy

Pacific Bible College will make reasonable efforts to provide a safe and healthy educational and working environment for all employees, students and others who may utilize the college's facilities and grounds. All staff will implement safety policies and procedures that promote an injury free environment.

Anyone engaged in college related activities must exercise personal responsibility and care to prevent injury and illness to themselves and others who may be affected by their acts or omissions. No person shall intentionally interfere with or misuse anything provided by the college in the interests of health and safety.

What is the Clery Act?

The Clery Act is named after a young woman, Jeanne Clery, who was raped and murdered by another student at Lehigh University. Jeanne's parents inspired the act once their research proved that it was not mandated for administrators at colleges to report on crimes that had been reported to campus authorities.

The Clery Act was enacted to afford victims of sexual misconduct on college campuses certain rights by law. This act enhances the protection granted by Title IX, which prohibits discrimination based on gender as well as the protection from sexual assault granted under the Violence against Women Act. The Clery Act lists crimes or campus disciplinary offenses for which institutions must collect, make public, and publish statistics in an annual report.

Security Services

Security Services at Pacific Bible College is under the administration (President, Dean of Students and the Chief Academic Officer). The security at PBC is designed to fit our one building facility and size of our student enrollment. We have a working relationship with the local police department for support when law enforcement is needed.

Annual Disclosure of Crime Statistics Policy

This report is filed as required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Statistics Act (Clery Act). The purpose of this report is to provide PBC students, staff, employees and visitors with the campus safety information, including crime statistics and procedures to report a crime. Any questions or need for further information should be directed to the school's Office Manager and/or Chief Academic Officer at 541-776-9942.

This report is prepared by the Chief Academic Officer or his designee in cooperation with the local law enforcement agencies.

Victims or witnesses of crime may report the incident to the school's administration, staff, or faculty. They may request to report in confidence and receive counseling and medical treatment. They may also contact the local police and pursue prosecution through the law enforcement agencies. They also

have the right to refuse any of these options. A procedure is in place to anonymously count crime statistics disclosed during a confidential counseling session. Anyone who reports violations of the Clery Act is protected from retaliation, threats, or discrimination by any employee of the College.

Copies of this report are available upon request in the school's administrative office and accessible on the college's website and course catalog. Copies can be requested by calling 541-776-9942.

Timely Warnings

In the event of a situation that constitutes an ongoing or continuing threat on campus a timely warning will be issued by the PBC office. Immediate notification will be made to all personnel and students in the campus facility either in person or through confirmed correspondence (email, text, etc.). Anyone with information warranting a timely warning should report it immediately to the school's office, school's personnel or by calling 541-776-9942.

Security and Access of Campus Facilities

Pacific Bible College is located on the second floor of a downtown area building and has one parking lot with four spaces, plus on-street parking and a secondary parking area located two blocks away at Grace Point Fellowship. During school hours the facility is monitored by the office staff and faculty depending on their hours of instruction. The building is not equipped at present with a security alarm system.

Crime Prevention and Security Awareness Programs

Awareness and education for all our students and staff are important aspects in preventing and responding to incidents. These include the following:

- Student orientation for new and transfer students designed to educate them regarding expected behaviors, policies, reporting and resources.
- Yearly educational programs reminding students and employees regarding these policies.
- Campus safety precautions are reviewed annually, and appropriate updates are added.

Campus Safety Surveys

Campus Safety Surveys are conducted annually to check student's knowledge about reporting policies and resources for victims. The survey also provides feedback on how the college is addressing issues of sexual violence and other crimes prevention.

Reporting and Resources for Harassment, Discrimination, Sexual Harassment, Bias-related Incidents, Hate Crimes, Stalking, Sexual Exploitation and Sexual Assault.

Harassment, discrimination, sexual harassment, bias-related incidents, hate crimes, domestic violence, stalking and sexual exploitation are not tolerated at Pacific Bible College. These actions violate local, state and federal law. All complaints or allegations of harassment are to be investigated promptly by personnel as assigned by the President, Chief Academic Officer, or Title IX Coordinator. Appropriate

corrective action may be implemented based upon the findings of the investigation. If any student or employee believes he or she has witnessed, or has been subjected to, harassment, discrimination, sexual harassment, bias-related incidents, hate crimes, domestic violence, dating violence, stalking, sexual exploitation or sexual assault, the person is encouraged to immediately report the incident to the Title IX Coordinator, being the Dean of Students. Any person violating these policies may be subject to appropriate community accountability, up to and including termination if they are an employee, and suspension or dismissal if they are a student.

Retaliation

Retaliation is prohibited by state and law, as well as, policy at Pacific Bible College. It is defined as any adverse or negative action against a person participating in any reporting, investigation or proceeding that is perceived as: intimidating, threatening, coercing, hostile, harassing, retribution, or violence that occurred in connection to the making and follow-up of the report. This also includes actions against an individual who has: (1) complained about alleged discrimination, harassment or retaliation, (2) participated as a party or witness in an investigation relating to such allegations, or (3) participated as a party or witness in a court proceeding or administrative investigation relating to such allegations.

Federal civil rights laws, including Title IX, make it unlawful to retaliate against an individual for the purpose of interfering with any right or privilege secured by these laws. Intimidation means to make fearful or to put into fear. Generally, proof of actual fear is not required in order to establish intimidation. It may be inferred from conduct, words, or circumstances reasonably calculated to produce fear. Any person violating this policy may be subject to appropriate community accountability, up to and including termination if they are an employee, and suspension or dismissal if they are a student.

Confidential Support

Students dealing with the effects of any reported situation may receive confidential on-campus support by contacting the Dean of Student Affairs who will provide access to the counseling department at PBC for confidential support services or make appropriate referrals elsewhere.

Emergency Response

Pacific Bible College in most emergency situations will contact local emergency response services (police, fire, ambulance). Notification to all personnel and students in the facility will be prompt and timely. Some examples of emergency situations:

- Approaching extreme weather
- Earthquake
- Gas Leak
- Terrorist Attack
- Armed Intruder
- Bomb Threat
- Explosion
- Nearby chemical or hazardous waste spill

Examples of situations not necessitating emergency notification:

- Power outage
- Vandalism
- Burglary during non-active hours.

Emergency Evacuation Procedures

An evacuation map and plan is posted for the facility in case of fire or any emergency necessitating the evacuation of the building. The plan is posted in each room of the facility.

Emergency Help Numbers:

Police, Fire, Ambulance	911
Medford Police Business (non-emergency)	541-774-2250
Alcohol & Drug Hotline	800-662-4357
Poison Center	800-222-1222
Victims Assistance	541-774-8187
Pregnancy Counseling	541-772-1921
Rogue Valley Medical Center	541-789-7000
Providence Medical Center	541-732-5000
24 Hr. Women's Crisis Hotline	877-227-5946

Firearms, Munitions, Explosives

Possession, use, or threatened use of firearms, fireworks, ammunition, explosives, chemicals, or any other objects as weapons on college property or at college-sponsored or supervised activities, except as expressly authorized by law or university regulation, are prohibited. Professional law enforcement officers are the only persons permitted to possess firearms while on campus. Concealed weapons are prohibited.

Alcohol, Drugs and Tobacco

Pacific Bible College is committed to maintaining a safe and healthy educational environment free from alcohol, drugs and tobacco. The use, possession, or distribution of alcoholic beverages and illicit drugs, including marijuana, synthetic marijuana or controlled substances, or the abuse of legal substances, are prohibited on or away from campus. Marijuana prescribed for medical use, also known as medical marijuana, is prohibited regardless of any state's laws permitting marijuana to be used for medicinal purposes.

The college prohibits smoking, including e-cigarettes/vapor cigarettes, and all forms of tobacco use or possession everywhere on-campus; as well as off-campus by students.

Crime Statistics

Crime logs are available upon request.

The Annual Security Report (ASR) is distributed to all enrolled students and current employees each year via an e-mail notification providing the website to access this report. All prospective students are provided the report upon application for enrollment via a website link during the on-line application process. A portion of the report is also included in the catalog. All prospective employees are provided with a link to the web site to access the report upon application of employment. Prospective employees may also request a hard copy from the college.

Students will report all crimes to Student Services.
College employees will report all crimes to the President.

Reports will be kept confidential within the college and reported to the police.
Record of all reports will be kept in a locked file cabinet.

An internal crime log will be available to staff and students.