

CLERY AND SECURITY COMPLIANCE

I. Purpose

Campus security and safety are vital in maintaining a positive learning environment for students and working environment for employees. It is important for the College to keep students, parents, and employees informed about campus safety and security.

II. General Statement of Policy

A. The Office of Institutional Effectiveness and Student Success is charged with oversight of compliance with the Jeanne Clery Campus Safety Act (Clery Act or Clery) and *34 C.F.R. §668.46*. WDTC will comply with all areas of the regulations including, but not limited to, the following:

1. Reporting and notification of campus crime statistics;
2. Preparation and publication of an annual security report (ASR);
3. Implementation and notification of an effective drug and alcohol abuse prevention program (DAAPP);
4. Biannual preparation and publication of the Campus Hazing and Transparency Report;
5. Programs and programming to prevent and stop hazing;
6. Programs and programming to prevent and raise awareness of domestic violence, dating violence, sexual assault, and stalking;
7. Timely warnings, emergency notifications, evacuations, and the annual emergency test.

III. Definitions – None

IV. Reporting Procedures

A. Campus Crime Statistics

WDTC, through the office of Institutional Effectiveness, ensures annual preparation and submission of crime statistics to the U.S. Department of Education in accordance with the Clery Act by the timelines published in the Federal Register *34 C.F.R. §668.41(e)(5)*. The crime statistics are submitted through the Department's annual Campus Safety and Security Survey for inclusion in the Office of Postsecondary Education's Campus Safety and Security Data Analysis Cutting Tool. Campus crime statistics are available at <http://ope.ed.gov/security>.

B. Annual Security Report

WDTTC, through the office of Institutional Effectiveness, prepares an ASR with all required elements as stated in the Clery Act and in *34 C.F.R. §668.46(b)* and publishes the single-document report as a safety service to the WDTTC community. Each employee and student receives an electronic notification of the report by October 1 of each year through email. The electronic notification includes notice of the report's availability, a link to its exact electronic address, a description of its contents, and a notice that a paper copy will be provided upon request. Prospective employees and prospective students are also notified of the report's availability, a link to its exact electronic address, a description of its contents, and a notice that a paper copy will be provided upon request. Prospective employees are notified via job postings, and prospective students are notified via the student application. The report can also be accessed electronically through the WDTTC consumer information website at <https://www.wdt.edu/assets/docs/uploads/consumer-information/securityreport.pdf>.

C. Drug and Alcohol Abuse Prevention Program (DAAPP)

WDTTC complies with the Drug-Free Schools and Communities Act (DFSCA) and part 86 of the Department of Education's General Administrative Regulations through the Office of Institutional Effectiveness and Student Success and the Alcohol and Other Drug (AOD) Committee. The VP of Institutional Effectiveness and Student Success and the AOD Committee are responsible for developing, implementing, and reviewing the effectiveness of drug and alcohol abuse policies, the biennial review which measures the effectiveness of the AOD programs and ensures consistent application of disciplinary sanctions, and oversight of the education and prevention programs designed to prevent the unlawful possession, use, and distribution of drugs and alcohol on campus and at recognized activities.

Each student enrolled in a course for credit and each employee receives an electronic notification of the DAAPP through an email on an annual basis. The DAAPP is also distributed in a timely manner to all students and all employees who start or who are hired after the initial annual distribution date through email or orientation. The notification includes standards of conduct that prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees, legal sanctions under Federal, state, and local laws, a description of the health risks, a description of drug and alcohol counseling, treatment, rehabilitation programs, and a statement that WDTTC will impose disciplinary sanctions on students and employees for violations and a description of those sanctions.

The biennial review and supporting documents are also available to any interested party upon request to the VP for Institutional Effectiveness & Student Success.

D. Campus Hazing Transparency Report

WDTC, through the office of Institutional Effectiveness, biannually prepares a Campus Hazing and Transparency Report summarizing findings concerning any student organization that is established or recognized by the College found to be in violation of the College's standards of conduct relating to hazing as defined in Policy 4432. The report includes all required elements as stated in the Clery Act - §485(f)(9) and is published in a prominent location on the public website of the College.

V. Dissemination of Policy and Training

A. This policy shall appear on the WDTC website.

Legal References:

- Higher Education Act of 1965, §485(f) - Jeanne Clery Safety Act(Clery Act);
- 34 C.F.R. §668.46;
- 34 C.F.R. §668.41(e)(5);
- Drug-Free Schools and Communities Act (DFSCA) and part 86 of the Department of Education's General Administrative Regulations

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