

ADMINISTRATIVE REGULATION 3520

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

GENERAL INSTITUTION

LOCAL LAW ENFORCEMENT

I. COORDINATION

The Irvine Valley College Police Department (IVCPD) and Saddleback College Police Department (SCPD) shall maintain a close working relationship with the Irvine Police Department, Tustin Police Department, and Orange County Sheriff's Office, pursuant to the written memorandums of understanding. The IVCPD and SCPD occasionally work with state and federal law enforcement agencies. Meetings may be held between the leaders of the law enforcement agencies on both a formal and informal basis. The IVCPD and SCPD communicate regularly with the law enforcement agencies involving incidents that occur in and around the campus area. When incidents arise that require joint investigative efforts, resources, crime related reports, and exchanges of information, the IVCPD and SCPD will work closely with the appropriate law enforcement agency.

II. RESPONSE AND AUTHORITY

In response to a call, the IVCPD and SCPD will take the required action, dispatching an officer or asking the complainant to file an incident report. As appropriate, IVCPD and SCPD will notify the Vice President for Student Services of incidents that may require further review or action. The IVCPD and SCPD may investigate a report when it is deemed appropriate.

IVCPD and SCPD have complete police authority to apprehend and arrest anyone involved in illegal acts on campus and areas immediately adjacent to the campus. If minor offenses involving District rules and regulations are committed by a student, the IVCPD and SCPD may also refer the individual to the Vice President for Student Services, or designee. Major offenses such as rape, murder, aggravated assault, robbery, and auto theft are reported to the local law enforcement. The IVCPD and/or SCPD and local law enforcement will work together to solve these serious felony crimes. IVCPD and SCPD personnel work closely with local, state, and federal police agencies. They are also a part of the local 911 Emergency System. Through coordination with local law enforcement agencies, any criminal activity engaged in by students at off-campus locations of student organizations, is monitored and recorded. This information is provided to the respective college's Vice President for Student Services for any action or follow-up that may be required.

Security officers have the authority to ask persons for identification and to determine whether individuals have lawful business at the District. Safety and Security officers do not possess arrest power. Criminal incidents are referred to the IVCPD and SCPD first, and may be referred to local law enforcement for major offenses.

III. REPORTING

All crime victims and witnesses are strongly encouraged to immediately report the crime to IVCPD or SCPD and the appropriate police agency. Prompt reporting will ensure timely warning notices on-campus and timely disclosure of crime statistics.

Community members, students, faculty, classified professionals, management team members, and guests are encouraged to report all crimes and public safety related incidents to the IVCPD and SCPD in a timely manner. To report a crime or an emergency at:

Saddleback College campus

- Call the SCPD at 949-582-4444*

Irvine Valley College campus, including ATEP campus

- Call the IVCPD at 949-451-5234*

*911 calls go to respective local agency, who in turn forward all calls to IVCPD or SCPD.

When a potentially dangerous threat to the District's community arises, timely warnings or emergency notifications will be issued through e-mail announcements, text messages, the posting of flyers at local campuses, in-class announcements, or other appropriate means.

IV. CAMPUS MENTAL HEALTH COUNSELING

In regards to confidential reporting, campus mental health counselors, when acting as such as defined below, are not considered to be campus security officers and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of practice, they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

- A. A Campus Mental Health Counselor is an employee of a District whose official responsibilities include providing psychological counseling to currently enrolled students and who is functioning within the scope of their license or certification. This may include a Campus Psychologist and/or a Mental Health Counselor/Therapist.
- B. Psychology or Social Worker Intern is a volunteer of the District, whose official responsibilities include providing psychological counseling to currently enrolled students and who is functioning under the license of a Campus Psychologist, Mental Health Counselor/Therapist, or other appropriate campus supervision.

References:

Education Code Sections 67381 and 67381.1

Jeanne Cleary Act, U.S.C. Section 1092(f)

34 Code of Federal Regulations, Section 668.46(b)(4)