**SADDLEBACK COLLEGE POLICE DEPARTMENT**

2024–2025 Annual Security Report

Campus Access, Safety & Security

Prepared and compiled by the Saddleback College Police Department in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

Campus

Saddleback College · 28000 Marguerite Parkway, Mission Viejo, CA 92692

Statistics

Calendar years 2023, 2024, and 2025

Police

Parking Lot 2 · [949-582-4585](tel:949-582-4585) · On-campus emergency: 4444 or [911](tel:911)

Motto

Service · Honor · Duty

SERVICE · HONOR · DUTY

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Report identification

Item	Information
Campus	Saddleback College, 28000 Marguerite Parkway, Mission Viejo, CA 92692
Police location	Parking Lot 2
On-campus emergencies	949-582-4585 · District phone 4444 or 911
Crime statistics	Calendar years 2023, 2024, and 2025
Motto	Service · Honor · Duty

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Message from the Chief

Preparing the Annual Security Report

Safety and security at Saddleback College is a comprehensive effort to provide our community with the highest level of safety and police services, while respecting human dignity and understanding the needs and values of a diverse campus community, in direct support of Saddleback College's mission of providing excellence in education.

This annual security report is prepared and compiled by the Saddleback College Police Department. Our motto is **"Service-Honor-Duty."** This motto is meant to serve as a daily reminder of our commitment to the safety and security of all who attend this college and for all guests.

The Saddleback College Police Department is responsible for initiating Timely Warnings, Emergency Notifications, investigation and submission of initial crime reports, maintaining the Crime Log, Campus Security Authority training, and the annual statistical disclosure required under the Jeanne Clery Act.

This report covers two Saddleback College Clery campuses: the Mission Viejo campus at 28000 Marguerite Parkway and **Saddleback@ATEP** at 1634 Valencia Avenue, Tustin (Automotive Technology and Culinary). District policies in this report apply at both campuses. The campus community should report crimes to the Saddleback College Police Department. Campus Police and the Office of the Vice President for Student Services collect information on incidents in Saddleback Clery geography. A written request for statistical information is made annually to all Campus Security Authorities and to College department heads, including program faculty and administrators at Saddleback@ATEP. The Saddleback College Police Department submits the annual crime statistics published in this document to the U.S. Department of Education.

The Orange County Sheriff's Department provides statistical information for public property and vicinity incidents at the Mission Viejo campus. The **Tustin Police Department** provides statistical information for public property and vicinity incidents at Saddleback@ATEP. Saddleback educational operations at ATEP commenced **August 11, 2025**. The Tustin PD statistical request for this reporting cycle was completed; **no Clery-reportable offenses** were noted for Saddleback@ATEP geography, including public property immediately adjacent to 1634 Valencia Avenue, for the period of operation through December 31, 2025. Calendar years 2023 and 2024 predate this campus.

It is our hope that you will find valuable information in this report and find that Saddleback College is a safe environment to facilitate the educational growth of students and a collaborative environment for staff and faculty toward the college's mission: **"Saddleback College will be the first choice of students who seek a dynamic, innovative, and student-centered postsecondary education."**

We expect the contents of this report will answer any questions you may have about the safety of the College and all the programs and personnel here to provide the environment and atmosphere to further your academic or vocational goals. I appreciate the time you are taking to review this report and welcome any feedback you may have.

Welcome to Saddleback College!

Richard Nelson

Chief of Police
Saddleback College Police Department

Access to Campus Facilities

Core Campus

Mailing address 28000 Marguerite Parkway Mission Viejo, CA 92692
Police Department location Parking Lot 2
On-campus emergencies 949-582-4585 District phone: 4444 or 911
Police office hours Monday–Thursday, 7:00 a.m.–6:00 p.m. Friday, 7:00 a.m.–5:00 p.m. Closed Saturdays, Sundays, and holidays

Campus access directory

Item	Information
Mailing address	28000 Marguerite Parkway, Mission Viejo, CA 92692
Police Department location	Parking Lot 2
On-campus emergencies	949-582-4585
District phone	4444 or 911
Office hours (Mon–Thu)	7:00 a.m.–6:00 p.m.
Office hours (Friday)	7:00 a.m.–5:00 p.m.
Weekends / holidays	Closed
Most buildings (Mon–Fri)	Open 6:00 a.m.–11:00 p.m.
Non-business hours (Mon–Fri)	11:00 p.m.–6:00 a.m.
Non-business hours (Sat/Sun)	5:00 p.m.–6:00 a.m.

Building hours

Most buildings are open Monday through Friday from 6:00 a.m. to 11:00 p.m. Non-business hours are 11:00 p.m. to 6:00 a.m. Monday through Friday, and 5:00 p.m. to 6:00 a.m. Saturday and Sunday.

Access

Students and staff members are required to have identification cards. Students are authorized to access and occupy college classrooms during assigned class periods with staff present. During non-class periods, students may remain in classrooms or laboratories only when supervised by a faculty member or an authorized staff member. During non-business hours, or on days when classes are not in session, the supervising faculty or staff member must notify the College Police Department or the on-duty College Police Officer of the activity.

During non-business hours and holidays, employees who need access to college offices or other facilities for work-related purposes must notify the on-duty College Police Officer of their arrival on campus and the location in which they will be working. This notification allows the officer to monitor activity on campus and helps prevent the accidental activation of facility intrusion alarms. Employees should also notify the College Police Officer when they leave the campus. Previously approved Master Calendar events are exempt from this policy.

Hard-key locks or access-control units secure all campus buildings. Currently, all main campus buildings have access-control security features. A new project is underway to retrofit all existing buildings with access control with video integration. For more information, please visit [the College Police website \(https://www.saddleback.edu/police\)](https://www.saddleback.edu/police).

Security Considerations Used in the Maintenance of Campus Facilities

Saddleback College supports campus facilities in a manner that minimizes hazardous and unsafe conditions. Parking lots and pathways are illuminated with lighting. The Saddleback College Police Department (SCPD) works closely with Facilities, Maintenance, and Operations (949-582-4880) to address burned-out lights promptly as well as malfunctioning door locks or other physical conditions that enhance security. Other members of the College community are helpful when they report equipment problems to SCPD or to Facilities, Maintenance, and Operations.

Saddleback@ATEP Campus

Saddleback College operates **Automotive Technology** and **Culinary** programs at Saddleback@ATEP, 1634 Valencia Avenue, Tustin, CA 92782, on District-owned property at the Advanced Technology and Education Park. **Education operations and services commenced on August 11, 2025** (grand opening). The site is a **separate Clery campus**: it is owned or controlled by the District, is not reasonably contiguous with the Mission Viejo campus, offers organized programs of study leading to a recognized credential, and has on-site administrative personnel.

Saddleback@ATEP instructional space is open to students and employees during scheduled class, laboratory, and office hours. After hours, access is limited to authorized faculty and staff, who must notify campus police of their presence. District identification cards are required. District Board Policies and Administrative Regulations in this report apply equally at Mission Viejo and at Saddleback@ATEP.

In an emergency at Saddleback@ATEP, call **911** (Tustin Police Department). Then notify the Saddleback College Police Department at [949-582-4444](tel:949-582-4444) so the incident can be assessed for a Timely Warning or emergency notification and included in Clery statistics. The Irvine Valley College Police Department also patrols District property at ATEP and may be reached at [949-451-5234](tel:949-451-5234). A report to IVC PD does not replace a report to SCPD for Saddleback programs. See [Saddleback@ATEP Campus](#).

Law Enforcement Partnership and Authority

Law Enforcement Partnership

Pursuant to California Education Code section 67381, the Saddleback College Police Department and the Orange County Sheriff's Department have adopted and signed a written Memorandum of Understanding that clarifies and affixes operational responsibilities for the investigation of violent and non-violent crimes occurring on college property. Due to the sophisticated investigative resources required to investigate certain crimes properly, the Saddleback College Police Department, by agreement, has arranged in certain circumstances for assistance from the Orange County Sheriff's Department.

The agreement states that the Saddleback College Police Department will be the primary reporting and investigating law enforcement agency for all crimes occurring on the Saddleback campus, except Part One crimes of homicide, robbery, kidnapping, felony assault, auto thefts, sexual assaults, hate crimes, and crimes against children. The Orange County Sheriff's Department will be the lead reporting and investigating agency for those offenses. The Orange County Sheriff's Department will be the primary reporting and investigating law enforcement agency for all crimes occurring in the vicinity of the college campus outside the boundaries of the Saddleback College campus and properties. Both agencies will continue to provide mutual aid assistance as appropriate when requested.

The Saddleback College Police Department also seeks assistance from federal, state, and city law enforcement agencies as needed. The Department is signatory to the Memorandum of Understanding maintained by the Orange County Sheriff's Department pursuant to Penal Code section 830.1, dated August 1, 1973.

SCPD maintains a working relationship with local agencies at both Saddleback Clery campuses. At **Mission Viejo**, the Orange County Sheriff's Department is the Education Code 67381 partner for designated Part I offenses. At **Saddleback@ATEP**, the Tustin Police Department is the local agency of jurisdiction for the Tustin site (including Part I violent crimes, sexual assaults, and hate crimes occurring there). The Irvine Valley College Police Department also provides patrol at the Advanced Technology and Education Park; that does not substitute for SCPD's Clery duties for Saddleback-controlled buildings and assigned lots at 1634 Valencia Avenue. Contracted beauty-academy classrooms in Lake Forest and Laguna Hills remain Clery **noncampus** geography. Mission Hospital nursing clinicals are not Clery geography. See Non-Campus Reporting, Classification of off-site instructional locations, and Saddleback@ATEP Campus.

Law Enforcement Authority

The Saddleback College Police Department is empowered pursuant to section 830.32(a) of the California Penal Code and section 72330 of the California Education Code and fully subscribes to the standards of the California Commission on Peace Officer Standards and Training (POST).

Saddleback College police officers have the authority to conduct criminal investigations and make arrests anywhere in the State of California. Sworn police officers receive the same basic training as city and county peace officers throughout the state, plus additional training to meet the unique needs of a campus environment.

The Department oversees all patrol, investigation, crime-prevention education, and related law enforcement duties for the campus community, and operates twenty-four hours a day, seven days a week.

The Saddleback College Police Department can be reached at 949-582-4585. The Department is a member of the Orange County Communications System and has direct radio contact with the local public safety agencies. The Department also has access to local, state, and federal law enforcement telecommunications systems that provide vehicle registration, driver license, and criminal record information.

Reporting Crimes

Community members are strongly encouraged to immediately report criminal and suspicious activity occurring on campus, on public property immediately adjacent to the campus, or on other property that is owned or controlled by Saddleback College to the Saddleback College Police Department at 949-582-4585.

For purposes of making timely warning reports, immediate notifications, and the annual statistical disclosure required under Clery, the campus community should report all campus crimes to the Saddleback College Police Department. Campus Police and the Office of the Vice President for Student Services collect information on all incidents occurring within Saddleback College Clery geography (Board Policy 3515). We encourage accurate and prompt reporting of all crimes to campus police, including when the victim elects to, or is unable to, make such a report.

SCPD officers offer information and guidance to victims when they file an SCPD report. If you choose to report the incident, an SCPD officer will take a statement from you regarding what happened. The officer will ask you to describe the suspect(s) and may ask questions about the scene of the crime, any witnesses, and what happened before and after the incident. You may have a support person with you during the interview.

Note. Reporting an incident is a separate step from choosing to prosecute. When you file a report, you are **not** obligated to continue with legal proceedings or college disciplinary action.

If the assault occurred off campus, report the incident to the Orange County Sheriff's Department (949-770-6011). If you are unsure who to report to, contact SCPD for assistance. The reasons for reporting to SCPD are: (1) to take action which may prevent further victimization, including issuing a Timely Warning Notice to warn the campus community of an impending threat to their safety; (2) to apprehend the suspect; (3) to seek justice for the wrong that has been done to you; and (4) to have the incident recorded for purposes of reporting statistics about incidents that occurred on campus.

Response to a Report

Dispatchers are available on these respective telephone numbers 24 hours a day to answer your calls. In response to a call, SCPD will take the required action, either dispatch an officer or ask the victim to report to SCPD to file an incident report. All reported crimes will be investigated by the College and may become a matter of public record. All SCPD incident reports are forwarded to the Vice President of Student Affairs Office for review and referral for potential action, as appropriate. SCPD investigators will investigate a report when it is deemed appropriate. If assistance is required from the Orange County Sheriff's Department or another local law enforcement department, or the Orange County Fire Authority, SCPD will contact the appropriate unit. If a sexual assault or rape should occur, staff on the scene, including SCPD, will offer the victim a wide variety of services.

Ways to report an incident

- **In person:** College Police Station (Lot 2)
- **By phone:** 949-582-4585 (on-campus emergencies x4444) or 949-582-4444
- **Online:** Silent Witness Form (<https://www.saddleback.edu/administration/saddleback-college-police/silent-witness>)

Reporting Options Other Than Campus Police

All Saddleback College Campus Security Authorities (CSAs) are required to report crimes (violations of federal, state, and local laws) to SCPD. CSAs are employees with significant responsibility for student and campus activities. Students and employees can report crimes to any Campus Security Authority on campus.

Saddleback College has identified the following people as **primary** Campus Security Authorities, to provide additional reporting options if the reporting party does not want to report a crime directly to SCPD. A crime may be reported directly to any of the CSAs listed below. All CSAs are required to subsequently notify SCPD of any reported crimes as soon as practicable, to allow for Timely Warnings, notifications, investigations, and the documentation of crime for statistical purposes.

Primary Campus Security Authorities

Title	Name	Phone
Title IX Officer	Jennifer LaBounty	949-582-4566
Dean of Counseling	Penelope Skaff	949-582-4573
Director of Student Life	Christopher Hargraves	949-582-4213
Dean of Kinesiology and Athletics	Daniel Clauss	949-582-4645
District Vice Chancellor of Human Resources	Cindy Vyskocil	949-582-4699
Executive Director of Human Resources	Karen Dubert	949-582-4395

Members of the community are helpful when they immediately report crimes or emergencies to the Saddleback College Police Department or a primary CSA as listed above, for purposes of including them in the annual statistical disclosure and assessing them for issuing Timely Warning Notices when deemed necessary.

Non-Campus Reporting

For incidents at off-site instructional locations, direct emergency calls to 911 and non-emergency calls to the local law enforcement agency with jurisdiction, then notify Saddleback College Police Department at 949-582-4444. Off-campus incidents are within the operational responsibility of the local jurisdiction in which the crime occurred. For non-emergency calls citywide, contact the Orange County Sheriff's Department at 949-770-6011.

The table below is both a reporting-contact list and a **Clery geography classification**. Saddleback@ATEP is a **separate campus**; its statistics appear in Tables 1A–5A, not in the Mission Viejo Non-campus column. Locations classified as noncampus building or property are included in the Non-campus column of Tables 1–5. A listing here for emergency reporting does not, by itself, make a site Clery geography.

Off-site instructional locations — reporting and Clery classification

Program / location	Address	Clery classification
Cosmetology and Esthetician Program — Saddleback Beauty Academy	23635 El Toro Rd., Suite J-2 & K, Lake Forest, CA 92630	Noncampus. College-controlled instructional space under written contract; frequently used by students; not reasonably contiguous with the Mission Viejo campus.
Cosmetology and Esthetician Program — SABA Beauty Academy	23565 Moulton Pkwy., Suite B, Laguna Hills, CA 92653	Noncampus. College-controlled instructional space under written contract; frequently used by students; not reasonably contiguous with the Mission Viejo campus.
Saddleback Nursing Program / Mission Hospital	27700 Medical Center Rd., Mission Viejo, CA 92691	Not Clery geography. Affiliated clinical site under hospital control; the College does not own or control the facility. Listed for local emergency reporting only.
Automotive Technology and Culinary at Saddleback@ATEP	1634 Valencia Avenue, Tustin, CA 92782	Separate Clery campus (educational operations commenced August 11, 2025). District-owned; organized programs of study; on-site administration; not contiguous with Mission Viejo. Statistics in Tables 1A–5A.

At any other location, contact SCPD at 949-582-4444 for the appropriate local law enforcement jurisdiction. Beauty-academy sites are in the Non-campus column of Tables 1–5. Saddleback@ATEP is disclosed as its own campus in Tables 1A–5A. Educational operations at Saddleback@ATEP commenced August 11, 2025; 2023 and 2024 predate this campus. No Clery-reportable crimes were recorded at the beauty academies in 2023–2025, or at Saddleback@ATEP from commencement through December 31, 2025. The Tustin PD statistical letter noted no Clery-reportable offenses for Saddleback@ATEP geography during the period of operation.

Voluntary / Confidential Reporting

If you are the victim of a crime, we encourage you to file a crime report. If you would like to maintain confidentiality and do not wish to pursue action within the college or criminal justice system, you are encouraged to consider filing a confidential report for purposes of inclusion in the annual disclosure of crime statistics. These types of reports can be made to the Saddleback College Police Department or to a staff or student member of the Student Health and Wellness Center. This information can enhance community safety by allowing the college to keep accurate records of crimes, helping to determine whether patterns of crime exist, and alerting the campus to potential danger.

Exemption for Pastoral and Professional Counselors

There are two individual employee categories who, although they have significant responsibility for student and campus activities, are not Campus Security Authorities under Clery.

Pastoral counselors

A person who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling, and is functioning within the scope of that recognition as a pastoral counselor.

Mental health provider / therapist in the Student Health and Wellness Center

A person whose official responsibilities include providing mental health therapy services to members of the institution's community and who is functioning within the scope of his or her license or certification.

Additionally, the South Orange County Community College District (SOCCCD) considers employees working in the Student Health and Wellness Center as exempt mandatory reporters under Clery.

Mental Health Provider Services — Student Health and Wellness Center

Although mental health providers typically have significant responsibility and involvement in student and campus activities, they are exempt from Clery and Title IX reporting requirements. They are, however, encouraged to forward non-identifying information to the Saddleback College Police Department on crimes that are reported to their offices. Included in the annual security report is this non-identifying information. Although exempt from divulging personally identifiable information of reporting parties, exempted personnel are encouraged to report Clery violations to Campus Police for statistical purposes only.

SCPD encourages pastoral counselors and professional mental health providers, if and when they deem it appropriate, to inform the persons they are providing mental health services to that they may voluntarily report the incident to SCPD on a confidential basis for inclusion in the annual disclosure of crime statistics.

The Clery Act

In 1990, the Higher Education Act of 1965 (HEA) was amended to include the Crime Awareness and Campus Security Act of 1990 (Title II of Public Law 101-542). This amendment required all postsecondary institutions participating in the Title IV student financial aid programs to disclose campus crime statistics and security information. In 1998, the act was renamed the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act in memory of Jeanne Clery, a university student who was killed in her dorm room in 1986. More commonly known as the Clery Act, this law requires a college to:

- Collect, classify, and count crime reports and statistics.
- Issue campus safety alerts and Timely Warnings.
- Publish an Annual Security Report.
- Submit crime statistics to the Department of Education.
- Maintain a daily crime log.
- Conduct annual safety trainings, drills, and exercises.
- Disclose missing-student notification procedures if the institution maintains on-campus student housing.
- Train designated CSAs and maintain records.
- Provide statistical documentation of VAWA and Title IX incidents.

Saddleback College does not have on-campus student housing facilities. Missing-student notification procedures under 34 CFR 668.46(h) and an Annual Fire Safety Report (AFSR) under 34 CFR 668.49 therefore do not apply and are not published.

Resources Available to Victims

The following resources are available to victims of domestic violence, dating violence, sexual assault, and stalking. These resources are not exclusively available to victims of crimes; they are also on-campus or off-campus resources for students or District employees.

If you or someone you know needs help or support, submit a CARE report: [Submit a CARE report](https://soccdd-advocate.symplicity.com/care_report/index.php/pid035899) (https://soccdd-advocate.symplicity.com/care_report/index.php/pid035899).

On-campus and off-campus victim resources

Setting	Type of services	Service provider	Contact
On campus	Treatment of acute illnesses, health education, general and women's health, immunizations, prescriptions	Student Health and Wellness Center	949-582-4606
On campus	Short-term mental health therapy, crisis intervention, LGBTQ support, alcohol and drug / substance abuse, domestic violence and sexual assault support	Student Health and Wellness Center	949-582-4606
On campus	F-1 visa assistance	International Student Office	949-582-4637
On campus	Scholarships, grants, work-study, loans	Financial Aid & Scholarship Office	949-582-4860
On campus	Housing and food resources, LGBT+ support	Care Corner / Basic Needs Center	949-348-6410
Off campus	Sexual assault victim services / counseling	South Orange County	949-752-1971
Off campus	Emergency medical treatment	Providence Mission Hospital, Mission Viejo	949-364-1400
Off campus	Psychological and psychiatric evaluation; group and family therapy	Providence Mission Hospital, Laguna Beach	949-499-1311
Off campus	Victim / witness assistance programs	Community Service Programs, Inc.	949-476-4855
Off campus	Legal aid assistance	Community Legal Aid Society of SoCal	714-571-5200

Victims' Protective Orders

In California, a victim of domestic violence, dating violence, sexual assault, or stalking has rights to be compensated for medical and mental health provider costs as well as the right to be notified of the status of criminal proceedings. Further, the College complies with California law in recognizing orders of protection, which are called restraining orders, and requests that any person who obtains an order of protection from California or any U.S. state provide a copy to Campus Police (949-582-4585) and the Title IX Coordinator / Vice President of Student Services (949-582-4566).

California protective and restraining orders

Topic	Elder / dependent adult abuse protective order	Domestic violence restraining order	Civil harassment restraining order	Workplace violence restraining order
This order may be for you if	You are a person 60 years or older, or a person 18–59 who has a mental health or physical condition that prevents you from conducting normal activities (a dependent adult), and you have been physically or financially abused; mentally or emotionally abused; neglected, abandoned, or abducted; isolated; or deprived by a caregiver of goods or services needed to avoid harm or suffering. The order may also protect other family or household members.	You have one of the following relationships with the restrained person: spouse or former spouse; cohabitant or former cohabitant (with a romantic/close relationship); current or past dating relationship; parent or child; brother, sister, grandparent, or grandchild; step-relatives (if the blood parent of the stepparent); or in-laws (any relationship with a spouse's blood relatives); and you have been abused (physical, spoken, or written). This order may also protect other family members.	You and the restrained person do not have a domestic violence case open, and you have been stalked, harassed, sexually assaulted, or threatened with violence. This order may also protect other family or household members.	You are an employee (including a volunteer or independent contractor who performs services at the worksite, a member of the board of directors, or a public officer) and employees have suffered violence at the workplace or received threats of violence at the workplace. An employee cannot ask for a workplace violence restraining order; only an employer may request this type of order. This order may also protect other family or household members.
If granted, the court can order someone to	Not contact you; stay away from you and your home; move out of your home; not own or possess a gun.	Not molest, attack, strike, stalk, assault, batter, threaten, sexually assault, or harass (personally or by telephone) you; not destroy your personal property; not come within a specified distance; move from the home you share; not own or possess a gun.	Issue a no-contact order, stay-away orders, a no-communication order, and adjusted work conditions.	Adjust work conditions or work requirements; issue a no-contact order, stay-away order, and no-communication order.

Emergency Protective Orders (Stay-Away Orders)

If you are in immediate danger, you may need an emergency protective order.

Emergency protective order

Topic	Emergency protective order
This order may be appropriate if	You are in immediate danger.
If granted, the court can order someone to	Stay away from you, your home, and your work; immediately move from your residence; not own or possess a gun. The court may also order temporary care and control of a minor child to the protected person.
This order lasts	Up to 7 days.
You may get help from	Any law enforcement officer can help you with an Emergency Protective Order. If you need protection for longer than 7 days, you must come to court and ask for another type of restraining order.

Superior Court of California, County of Orange — Self-Help Centers

Court self-help and protective-order resources

Name	Address
Central Justice Center — Santa Ana	700 Civic Center Drive West, 1st Floor, Santa Ana, CA 92701 · 657-622-7577
Harbor Justice Center — Newport Beach	4801 Jamboree Rd., Room 150, Newport Beach, CA 92660
Lamoreaux Justice Center — Orange	341 The City Drive, 1st Floor, Orange, CA 92868
North Justice Center — Fullerton	1275 N. Berkeley Ave., Room 355, Fullerton, CA 92832
Domestic Violence Assistance Program — Lamoreaux Justice Center	341 The City Drive, 1st Floor, Orange, CA 92868
Adult Protective Services (APS) — Santa Ana	Social Services Agency, P.O. Box 22006, Santa Ana, CA 92702

Relationship and abuse definitions. A cohabitant is a person who regularly resides in the household. Tenants or roommates subletting rooms in the same household do not meet the relationship requirement for a Domestic Violence Restraining Order unless they have a romantic or close relationship. A close relationship is one where the persons share a common goal and mutual interests beyond that of roommates. Abuse means to hit, kick, grab, choke, hurt, scare, throw things, pull hair, push, follow, harass, assault with a weapon, force to participate in unwanted, unsafe, or degrading sexual activity, or threaten to do any of these things.

Employer is defined as every person engaged in any business or enterprise in this state that has one or more persons in service under any appointment, contract of hire, or apprenticeship, express or implied, oral or written, irrespective of whether such person is the owner of the business or is operating on a concessionaire or other basis. (Labor Code 350(a).) A federal agency, the state, a state agency, a city, county, or district, and a private, public, or quasi-public corporation, or any public agency thereof or therein. (Code of Civil Procedure 527.8(d).)

Sexual and Gender-Based Harassment and Interpersonal Violence

Saddleback College does not tolerate sexual assault in any form and adheres to SOCCCD Board Policies (BP) and Administrative Regulations (AR) 3430 — Harassment and Discrimination, BP and AR 5500 — Student Conduct, and BP and AR 3540 — Sexual and Other Assaults as campus policy in matters related to sexual harassment, including sexual assault, dating violence, domestic violence, stalking, and sexual harassment. The policies and regulations can be located on the SOCCCD website or by contacting the Title IX Coordinator, Campus Police Department, or the Office of the Vice President for Student Services. The three policies are reviewed for update to reflect additional requirements and to provide more consistent and cohesive information for awareness, education, and discipline.

Saddleback College will investigate and address complaints in a prompt, fair, and impartial manner. Saddleback College prohibits any further retaliation against a person who participates in proceedings under its policies. If the assailant was a student, staff, or faculty member of Saddleback College, you are strongly encouraged to notify the Title IX Coordinator. Your report will be investigated promptly and

thoroughly. Even if you or criminal justice authorities choose not to prosecute, the college can pursue disciplinary action against your assailant and provide you with support resources.

Where there is a disclosed allegation that a sexual assault has occurred and that a student, faculty, or staff member has violated any District policy or regulation, all complaints will be investigated promptly and thoroughly. Even if the victim or criminal justice authorities choose not to prosecute, the college can pursue disciplinary action if the assailant is a student, staff, or faculty member. If the incident involves someone under 18 years old, the appropriate legal guidelines and notifications will be followed. Incidents involving non-members of the college community will be processed according to local and state laws.

Board Policy 3430 — Unlawful Harassment and Discrimination Prevention and Complaint Procedures

The District is committed to providing an academic and work environment that respects the dignity of individuals and groups. The District shall be free of sexual harassment and all forms of sexual intimidation and exploitation, including acts of sexual violence and discrimination. It shall also be free of other unlawful discrimination and harassment, including that which is based on any legally protected characteristic including but not limited to race, color, religious creed, ancestry, national origin, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age or sexual orientation of any person, or the perception that a person has one or more of the foregoing characteristics.

The District seeks to foster an environment in which all employees and students feel free to report incidents of harassment without fear of retaliation or reprisal. Therefore, the District also strictly prohibits retaliation against any individual for filing a complaint of harassment or for participating in a harassment investigation. Such conduct is illegal and constitutes a violation of this policy.

If the District determines that retaliation has occurred, it will take all reasonable steps within its power to investigate such conduct. Individuals who engage in retaliatory conduct are subject to disciplinary action, pursuant to California Education Code and Title VII. Any student or employee who believes that he or she has been harassed or retaliated against in violation of this policy should immediately report such incidents by following the approved procedures described in Administrative Regulation 3430.

Supervisors are mandated to report all incidents of harassment and retaliation that come to their attention. This policy applies to all aspects of the academic environment, including but not limited to classroom conditions, grades, academic standing, employment opportunities, scholarships, recommendations, disciplinary actions, and participation in any community college activity, even if the activity is off campus. In addition, this policy applies to all terms and conditions of employment, including but not limited to hiring, placement, promotion, disciplinary action, layoff, recall, transfer, leave of absence, training opportunities, and compensation.

To this end, the Chancellor shall ensure that the institution undertakes education activities to counter discrimination and to prevent, minimize, and/or eliminate any hostile environment that impairs access to equal education opportunity or affects the terms and conditions of employment. The Chancellor shall establish procedures that define harassment on campus. The Chancellor shall further establish procedures for employees, students, and other members of the campus community that provide for the investigation and resolution of complaints regarding harassment and discrimination, and procedures for students to resolve complaints of harassment and discrimination. All participants are protected from retaliatory acts by the District, its employees, students, and agents.

This policy and related approved procedures (including the procedure for making complaints) shall be widely published and publicized to administrators, faculty, staff, and students, particularly when they are new to the institution. They should be available for students and employees in all administrative offices. Employees and students who violate the policy and procedures may be subject to disciplinary action per California Education Code and Title VII.

Administrative Regulation 3540 — Sexual and Other Assaults on Campus

Any sexual assault or physical abuse, as defined by California law, including, but not limited to, rape, whether committed by an employee, student, or member of the public, occurring on District property, in connection with all the academic, educational, extracurricular, athletic, and other programs of the District, whether those programs take place in the District's facilities or at another location, or on an off-campus site or facility maintained by the District, or on grounds or facilities maintained by a student organization, is a violation of District policies and regulations, and is subject to all applicable punishment, including criminal procedures and employee or student discipline procedures (see also AR 5401: Student Conduct). The regulation may be viewed on the SOCCCD website: [AR 3540](https://www.socccd.edu/sites/default/files/2023-09/3540-AR_Sexual%20and%20Other%20Related%20Assaults%20on%20Campus%20and%20in%20Campus%20Programs%209.7.23.pdf)

([https://www.socccd.edu/sites/default/files/2023-09/3540-](https://www.socccd.edu/sites/default/files/2023-09/3540-AR_Sexual%20and%20Other%20Related%20Assaults%20on%20Campus%20and%20in%20Campus%20Programs%209.7.23.pdf)

[AR_Sexual%20and%20Other%20Related%20Assaults%20on%20Campus%20and%20in%20Campus%20Programs%209.7.23.pdf](https://www.socccd.edu/sites/default/files/2023-09/3540-AR_Sexual%20and%20Other%20Related%20Assaults%20on%20Campus%20and%20in%20Campus%20Programs%209.7.23.pdf)).

Federal Clery Act Definitions of Domestic Violence, Dating Violence, Sexual Assault, and Stalking

Domestic violence

A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabiting with, or has cohabited with, the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred. For the purposes of complying with the requirements of this section and 34 C.F.R. § 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Dating violence

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be based on the reporting party's statement and consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the people involved in the relationship. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

Sexual assault

An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

Rape

The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

Fondling

The touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

Incest

Sexual intercourse between people who are related to each other within the degree wherein marriage is prohibited by law.

Statutory rape

Sexual intercourse with a person who is under the statutory age of consent.

Stalking

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others, or suffer substantial emotional distress.

- **Course of conduct** means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
- **Reasonable person** means a reasonable person under similar circumstances and with similar identities to the victim.
- **Substantial emotional distress** means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

Affirmative Consent in California

The State of California defines consent, in relation to sexual activity, as follows: affirmative, conscious, and voluntary agreement to engage in sexual activity. It is the responsibility of each person involved in sexual activity to ensure that he or she has the affirmative consent of the other or others to engage in sexual activity. Lack of protest or resistance does not mean consent, nor does silence mean consent. Affirmative consent must be ongoing throughout a sexual activity and can be revoked at any time. The existence of a dating relationship between the people involved, or the fact of past sexual relations between them, should never by itself be assumed to be an indicator of consent. The District uses the California definition of affirmative consent about sexual activity.

The District understands that students may be reluctant to file complaints of sexual assault or other violation of this policy when alcohol and/or drugs were used. Whenever possible, the District will respond educationally, rather than punitively, to the use of drugs and/or alcohol to promote the reporting of sexual assault or other violation of this policy. However, the District reserves the right to use other remedies dependent upon the severity of alcohol or drug use. An individual who participates as a complainant or witness in an investigation of sexual assault or other violation of this policy will not be subject to disciplinary sanctions for a violation of the District's student conduct policy at or near the time of the reported incident, unless the District determines that the violation was egregious, including, but

not limited to, an action that places the health or safety of any other person at risk or involves plagiarism, cheating, or academic dishonesty.

Procedures Victims Should Follow

After an incident of sexual assault, dating violence, or domestic violence, the victim should consider seeking medical attention as soon as possible at Mission Hospital, 27700 Medical Center Rd. In California, evidence may be collected even if you choose not to make a report to law enforcement. It is important that a victim of sexual assault not bathe, douche, smoke, change clothing, or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred or is occurring, or may be helpful in obtaining a protection order.

In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infections. Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs, or other copies of documents, if they have any, that would be useful to college adjudicators/investigators or police.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection-from-abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with Campus Public Safety or other law enforcement to preserve evidence in the event that the victim decides to report the incident to law enforcement or the College at a later date to assist in proving that the alleged criminal offense occurred or that may be helpful in obtaining a protection order.

Involvement of Law Enforcement and Campus Authorities

Although the College strongly encourages all members of its community to report violations of this policy to law enforcement (including on-campus law enforcement and/or local police), it is the victim's choice whether to make such a report. Furthermore, victims have the right to decline to notify law enforcement. However, the College (Title IX Office, Student Health Center) will aid any victim with notifying law enforcement if the victim wants. For off-campus incidents the Orange County Sheriff's Department may also be reached directly by calling 949-770-6011, or in person at 200 Civic Center, Mission Viejo, CA 92691. More information about Orange County Sheriff's Department-Mission Viejo Police Services may be found online at cityofmissionviejo.org/departments/police-services (<https://cityofmissionviejo.org/departments/police-services>).

Reporting Incidents of Domestic Violence, Dating Violence, Sexual Assault, and Stalking

If you have been the victim of domestic violence, dating violence, sexual assault, or stalking, you should report the incident promptly to the Title IX Coordinator (located in the AGB Building), Vice President of Student Services, located in the AGB Building (949-582-4566), by calling, writing, or coming into the office to report in person, and to the Campus Police Department (Lot 2) (if the victim so desires). Reports of all domestic violence, dating violence, sexual assault, and stalking made to the Campus Police Department

will automatically be referred to the Title IX Coordinator for investigation regardless of whether the complainant chooses to pursue criminal charges.

Reporting to law enforcement

To report an act of violence that has occurred or is occurring on campus you are strongly encouraged to immediately report it to the Saddleback College Police Department (949-582-4444). If the incident is still occurring at a non-campus or separate campus location, dial 911 to reach local law enforcement.

Incidents involving sexual and gender-based harassment, including domestic and dating violence which may be criminal in nature, may be filed with SCPD or local law enforcement authorities. Assistance with filing reports is available from SCPD.

Procedures the College Will Follow When a Crime Is Reported

The College has procedures in place that serve to be sensitive to victims (complainants) who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of medical services, mental health services, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party (respondent), such as changes to academic, protective orders, transportation, and working situations, if reasonably available. The College will make such accommodations or protective measures if the victim (complainant) requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to Campus Police (949-582-4585) or local law enforcement. Students and employees should contact the Vice President of Student Services (949-582-4566).

The College's disciplinary proceedings shall provide a prompt, fair, and impartial investigation and final resolution; the process will be conducted in a manner that is consistent with the institution's policy and that is transparent to the accuser and the accused. Usually, the resolution of domestic violence, dating violence, sexual assault, and stalking complaints is completed within 90 days of the report. However, each proceeding allows for extensions of timeframes for good cause with written notice to the complainant and the respondent of the delay and the reason for the delay.

- The complainant and the respondent will have timely notice for meetings at which the complainant or respondent, or both, may be present.
- The complainant, the respondent, and appropriate officials will have timely and equal access to any information that will be used during formal and informal disciplinary meetings and hearings.
- The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the complainant or the respondent.
- The complainant and the respondent are entitled to the same opportunities to have others present during a disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice. There are restrictions on the advisor's role: the College will not limit the choice of advisor or presence for either the accuser or the accused in any meeting or institutional disciplinary proceeding. However, the role of the advisor is limited to consultation and advice; the advisor is not allowed to speak for the advisee at any meeting or hearing.

Proceedings will be conducted by annually trained officials. These officials are trained on the issues related to domestic violence, dating violence, sexual assault, and stalking as well as how to investigate and conduct a hearing process that protects the safety of the victim and promotes accountability.

Sexual Assault / Harassment Investigations

The District will investigate all complaints alleging sexual assault under the procedures for sexual harassment investigations described in AR 3430/3433, regardless of whether a complaint is filed with local law enforcement. The District will decide on the complaint based on a preponderance of the evidence standard (whether it is more likely than not that the alleged conduct occurred). All alleged victims of sexual assault on District property shall be kept informed, through the Vice President of Student Services, or designee, of any ongoing investigation. Information shall include the status of any student or employee disciplinary proceedings or appeal; alleged victims of sexual assault are required to maintain any such information in confidence unless the alleged assailant has waived rights to confidentiality. The President's designee shall:

1. Provide, as part of each campus's established on-campus orientation program, education and prevention information about sexual assault. The information shall be developed in collaboration with campus-based and community-based victim advocacy organizations.
2. Post sexual violence prevention and education information on the campus internet website. A complainant or witness who participates in an investigation of sexual assault, domestic violence, dating violence, or stalking is protected from retaliation.

Non-Valid Excuses

In the evaluation of complaints in any disciplinary process, it shall not be a valid excuse to alleged lack of affirmative consent that the accused believed that the complainant consented to sexual activity under either of the following circumstances:

1. The accused's belief in affirmative consent arose from the intoxication or recklessness of the accused.
2. The accused did not take reasonable steps, in the circumstances known to the accused at the time, to ascertain whether the complainant affirmatively consented.

In the evaluation of complaints in the disciplinary process, it shall not be a valid excuse that the accused believed that the complainant affirmatively consented to the sexual activity if the accused knew or reasonably should have known that the complainant was unable to consent to the sexual activity under any of the following circumstances:

1. The complainant was asleep or unconscious.
2. The complainant was incapacitated due to the influence of drugs, alcohol, or medication, so that the complainant could not understand the fact, nature, or extent of the sexual activity.
3. The complainant was unable to communicate due to a mental or physical condition.

Confidentiality / Privacy

The District shall maintain the identity of any alleged victim or witness, or third-party reporter of domestic violence, dating violence, sexual assault, or stalking on District property, as defined above, in confidence unless the alleged victim or witness specifically waives that right to confidentiality. All inquiries from reporters or other media representatives about alleged sexual assaults on District property shall be referred to the District's Public Affairs office, which shall work with the Vice President of Student Services, or his or her designee, to assure that all confidentiality rights are maintained. Victims may request that directory information on file with the College be withheld by request (Admissions & Records Office).

Regardless of whether a victim has opted out of allowing the College to share “directory information,” personally identifiable information about the victim and other necessary parties will be treated as confidential and only shared with persons who have a specific need-to-know, i.e., those who are investigating/adjudicating the report or those involved in providing support services to the victim, including accommodations and protective measures. By only sharing personally identifiable information with individuals on a need-to-know basis, the institution will maintain as confidential any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

The College does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Furthermore, if a Timely Warning Notice is issued based on a report of domestic violence, dating violence, sexual assault, or stalking, the name of the victim and other personally identifiable information about the victim will be withheld.

Procedures to Address Incidents

Saddleback College has established specific procedures to address incidents involving prohibited conduct. These procedures involve an intake and an initial assessment followed, as appropriate, by an alternative or disciplinary resolution. These procedures will be administered in a fair and impartial manner by annually trained Title IX Officer/staff who understand the difficult and sensitive issues involved. Saddleback College students and employees suspected of committing a sex offense of any kind are subject to criminal prosecution in addition to disciplinary action under District policies, regulations, and collective bargaining agreements. Even if no criminal charges are pursued, campus disciplinary action can be initiated.

In addition to criminal prosecution, complaints against students accused of sexual battery, attempted rape, rape, or other sex offenses will be processed in accordance with the procedures in the Saddleback College Student Code of Conduct. The accuser (complainant) and the accused (respondent) are entitled to the same opportunities to have others present during a campus disciplinary proceeding, and both shall be informed at the same time of the outcome of any campus disciplinary proceeding brought forth alleging a sex offense. (AR 3540)

Sex offenses can be addressed both through college administrative procedures and through the criminal justice system. Any criminal proceeding is entirely separate from administrative proceedings of the college. Also, students have the option of changing their academic situations after an alleged sexual assault if such changes are reasonably available.

Intake and Initial Assessment

Any member of the college community may request an intake meeting regarding an incident by contacting the Vice President of Student Services Office, which houses the Title IX Office, at 949-582-4566. The intake meeting will be swift, and during the intake meeting the report will be assessed and the immediate safety and emotional well-being of the individual(s) will be addressed. Questions can be asked and answered, and all parties will be provided with written resources for on- and off-campus medical or mental health care, victim advocacy, legal assistance, and visa and immigration assistance. In addition,

an individual's right to file a report with law enforcement, seek a civil protection order, and seek medical treatment, as well as the importance of preserving evidence, will be discussed. The intake meeting will also detail the disciplinary and alternative resolution procedures and the individual's expressed preference for a manner of resolution. If the individual raises concerns or potential barriers to proceeding, the Title IX Office will attempt to address these concerns. Regardless of the individual's decision to pursue a disciplinary resolution, the individual will be provided the option of seeking interim supportive measures.

Upon written request, the college will disclose to the complainant of a crime of violence (as defined under United States Code Title 18, Section 16) or a non-forcible sex offense the report on the results of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator of such crime or offense. If the victim is killed because of the alleged crime or offense, the next of kin of such victim shall be treated as the complainant for this purpose.

Standard of Proof

A student will be found either responsible or not responsible based on the "preponderance of the evidence," meaning that it is "more likely than not" that the student has violated the District's policy/regulation. The determination shall be based upon the thorough investigation of allegations and the weighing of evidence in totality by the Title IX Coordinator, or his or her designee. Compliance with these provisions does not constitute a violation of section 444 of the General Education Provisions Act (20 U.S.C. 1232g), commonly known as the Family Educational Rights and Privacy Act of 1974 (FERPA).

Protective Measures Available for Victims

Upon receipt of a report of domestic violence, dating violence, sexual assault, or stalking, Saddleback College will provide written notification and general information for students and employees about protective orders.

At the victim's request, and to the extent of the victim's cooperation and consent, College offices will work cooperatively to assist the victim in obtaining changes to academic schedules, working hours, protective measures, or transportation situations regardless of whether the victim chooses to report the crime to campus police or local law enforcement. Examples of options for a potential change to the academic situation may be to transfer to a different section of a class, or withdraw and take a class at another time if there is no option for moving to a different section. Possible changes to work situations may include changing working hours. Possible changes in transportation may include having the student or employee park in a different location, assisting the student or employee with a safety escort, etc.

To request changes to academic, transportation, and/or working situations or protective measures, a victim should contact the Vice President of Student Services Office at 949-582-4566 for arrangements. If the victim wishes to receive assistance in requesting these accommodations, she or he should contact Campus Police at 949-582-4585.

Assistance for Victims: Rights and Options

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the College will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options.

Disciplinary Resolution

As appropriate, the college may proceed with an investigation under the Disciplinary Resolution process, involving a prompt, equitable, and impartial investigation to determine by a preponderance of the evidence (more likely than not) whether a prohibited act has occurred. During a disciplinary resolution, both parties have equitable opportunities, including the opportunity to receive a written notice of investigation; to participate in the investigation; to review and present information as evidence; to be accompanied by an advisor of their choice to any meeting; to timely and equal access to information that will be used in disciplinary proceedings; to timely notice of meetings at which their presence will be requested or required; to simultaneous written notice of the outcome, sanction, and rationale; and to appeal the outcome. Where there has been a finding that sufficient evidence exists to support one or more policy violations, the matter is referred to an appropriate disciplinary authority to determine appropriate sanctions or other remedies. Both parties will have the opportunity to submit impact/mitigation statements for the disciplinary authority to consider prior to a determination of sanction.

Disciplinary Sanctions — Adjudication of Violations

Sanctions that may be imposed on students or employees following the final determination of an on-campus disciplinary procedure regarding sexual assault, dating violence, domestic violence, and stalking may be one or any combination of the following:

- Verbal or written reprimand
- Mental health clearance
- Disciplinary probation
- Suspension
- Expulsion
- Termination
- Days off work
- Disciplinary sanctions exemption

The District understands that students may be reluctant to file complaints of sexual assault or other violations of this policy when alcohol and/or drugs were used. Whenever possible, the District will respond educationally, rather than punitively, to the use of drugs and/or alcohol to promote the reporting of sexual assaults or other violations of this policy. However, the District reserves the right to use other remedies dependent upon the severity of alcohol or drug use. An individual who participates as a complainant or witness in an investigation of sexual assault or other violation of this policy will not be subject to disciplinary sanctions for a violation of the District's student conduct policy at or near the time of the reported incident, unless the District determines that the violation was egregious, including, but not limited to, an action that places the health or safety of any other person at risk or involves plagiarism, cheating, or academic dishonesty.

College-Initiated Protective Measures

In addition to those protective measures previously described, the Title IX Coordinator or their designee will determine whether interim interventions and protective measures should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Examples of interim protective measures include but are not limited to a college order of no contact, adjustment of course schedules, a

leave of absence, or reassignment to a different supervisor or position. These remedies may be applied to one, both, or multiple parties involved. Violations of the Title IX Coordinator's directives and/or protective measures will constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by Saddleback College.

The college will provide written notification to victims about options for available assistance in, and how to request changes to, academic, transportation, and working situations or protective measures. The college will make such accommodations or provide such protective measures if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement.

If a report of sexual assault is reported to the College

College response procedures for a reported sexual assault

Step	Procedure the College will follow
1	Depending on when reported (immediate vs. delayed report), the institution will provide complainants with access to medical care.
2	The institution will assess immediate safety needs of complainants.
3	The institution will assist the complainant with contacting local police if the complainant requests, and will provide the complainant with contact information for the local police department.
4	The institution will provide the complainant with referrals to on- and off-campus mental health providers.
5	The institution will assess the need to implement interim or long-term protective measures, if appropriate.
6	The institution will provide the victim with a written explanation of the victim's rights and options.
7	The institution will provide a "No trespass" (Penal Code 626) directive to the accused party if deemed appropriate.
8	The institution will provide written instructions on how to apply for a protective order.
9	The institution will provide a copy of the policy applicable to sexual assault to the complainant and inform the complainant regarding timeframes for inquiry, investigation, and resolution.
10	The institution will inform the complainant of the outcome of the investigation, whether the accused will be administratively charged, and what the outcome of the hearing is.
11	The institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.

Remember

Sexual assault is never your fault.

Sexual assault is never your fault.

Sexual Assault Education and Prevention Information

The College engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking that:

- Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and

- Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students. Saddleback College prohibits the crimes of domestic violence, dating violence, sexual assault, and stalking (as defined by the Clery Act).

Campus Safety / Security Awareness and Crime Prevention Education

The College coordinates and sponsors educational workshops and classes which promote the awareness of rape, acquaintance rape, and other sex offenses. Also, Student Services conducts seminars on what women and men should know about date rape, in addition to discussion groups focusing on campus sexual assaults. Additionally, each semester, the Campus Police Department presents crime-awareness and crime-prevention programs to new District employees and Foreign Language Students (FLS) during their initial orientation.

New students must view an orientation video during the matriculation process, which contains information regarding sexual assaults and sexual harassment issues and how to report them. Campus Police also provided training and information on Clery/VAWA/Title IX information to student athletes. The training included victim rights, reporting procedures, and resource assistance and availability.

All crime-prevention and security-awareness programs encourage students and employees to be responsible for their own security and the security of others. Participants in these programs are asked to be alert, security-conscious, and involved, and are advised to call SCPD to report suspicious behavior. For additional questions regarding crime prevention, contact the department directly at 949-582-4585.

As part of the department's community-oriented policing philosophy, SCPD offers crime-prevention presentations each semester to classrooms, campus clubs, and student groups as requested. Topics of these presentations include personal safety awareness, workplace violence/active shooter, and property-protection strategies. Anyone interested in having an SCPD officer speak to his or her classroom or group should contact them at 949-582-4585.

While the Saddleback College Campus Police Department may offer advice and assistance regarding campus safety, all members of the campus community are encouraged to take responsibility for their safety and, when possible, assist others. Always use common sense, be proactive, and take precautions.

Report crimes or suspicious circumstances, including unwanted product sales/solicitation, to the Campus Police Department at 949-582-4585. Visit the website to watch safety videos which cover the topics of power outages, fire safety, active shooters, earthquake preparedness, parking-lot safety, threatening students, distress indicators, medical emergencies, road rage, and other resources on campus:

Saddleback College Safety Videos (<https://www.saddleback.edu/saddleback-college-police>).

How to report crimes

- **In person:** College Police Station (Lot 2)
- **By phone:** 949-582-4585 (on-campus emergencies x4444) or 949-582-4444
- **Online:** Silent Witness Form (<https://www.saddleback.edu/administration/saddleback-college-police/silent-witness>)

Monitoring and Recording of Criminal Activity by Students at Non-Campus Locations of Recognized Student Organizations

Saddleback College does not have officially recognized student organizations that own or control housing facilities outside of the Saddleback College core campus. Therefore, local law enforcement is not used to monitor and record criminal activity at non-campus locations of student organizations.

Primary Prevention and Awareness Programs

The College offered the following **primary prevention and awareness programs for all incoming students** in 2023, 2024, and 2025:

Primary prevention and awareness programs — incoming students (2023–2025)

Name of program	Years offered	Location	Prohibited behavior covered
Matriculation Orientation	2023, 2024, 2025 (ongoing)	Online	Sexual harassment; domestic violence; dating violence; sexual assault; stalking
Mandatory Title IX Training (AB 2683)	2024–2025 (annual; required within six months of the start of the academic year; began September 1, 2024)	Online via MySite (My Information > Matriculation > Title IX Training)	Sexual violence; sexual harassment; dating violence; domestic violence; stalking; differing rates of victimization by race, sexual orientation, disability, gender, and gender identity
Stop Campus Hazing training (AB 2193 / AR 3436)	2025–2026 (launched October 22, 2025)	Online	Hazing identification and prevention; bystander intervention

The College offered the following **primary prevention and awareness programs for all new employees** in 2023, 2024, and 2025:

Primary prevention and awareness programs — new employees (2023–2025)

Name of program	Years offered	Location	Prohibited behavior covered
Safety Orientation	2023, 2024, 2025 (quarterly)	District Offices	HR, Risk, and Campus Safety issues; domestic violence; dating violence; sexual assault; stalking
Safety Orientation	2023, 2024, 2025 (quarterly)	Saddleback College	Sexual assault; dating violence; domestic violence; stalking
Sexual Harassment / Sexual Misconduct training	2023, 2024, 2025 (upon hire and as assigned)	Online	Sexual harassment; sexual misconduct; domestic violence; dating violence; sexual assault; stalking

Ongoing prevention and awareness campaigns (2023–2025). The College coordinates and sponsors educational workshops and classes that promote awareness of rape, acquaintance rape, and other sex offenses. Student Services conducts seminars on date rape and discussion groups on campus sexual assaults. Each semester, Campus Police presents crime-awareness and crime-prevention programs to new District employees and students during orientation. New students complete an orientation that includes sexual assault and sexual harassment reporting, victim rights, and resource assistance. Campus Police also provides Clery/VAWA/Title IX training to student athletes. From September 2024, all students complete annual Title IX training (AB 2683) through MySite. Stop Campus Hazing training launched October 22, 2025. SCPD offers crime-prevention presentations each semester to classrooms, clubs, and student groups on request (personal safety, workplace violence/active shooter, and property protection). Safety videos covering power outages, fire safety, active shooters, earthquake preparedness, parking-

lot safety, and related topics are posted on the College Police website (<https://www.saddleback.edu/saddleback-college-police>).

Timely Warnings

Timely Warnings focus on Clery crimes but also include crimes considered to represent a serious or continuing threat to students, employees, and the college community. In the event a crime is reported within Clery geography at the **Mission Viejo campus** or at **Saddleback@ATEP** (On Campus, Public Property, and Non-campus property of that campus), a Timely Warning (called a Timely Warning Notice) may be issued if, in the judgment of the Chief of Police or his designee, the crime is considered by the institution to represent a serious or continuing threat to students and employees. A warning is issued for the campus, or the segment of the community, affected by the threat.

Timely Warning Notices are typically issued for the following Uniform Crime Reporting Program (UCR) / National Incident-Based Reporting System (NIBRS) crime classifications:

- Murder / non-negligent manslaughter
- Aggravated assault (cases involving assaults among known parties, such as two roommates fighting which results in an aggravated injury, will be evaluated on a case-by-case basis to determine if the individual is believed to be an ongoing threat to the larger Saddleback College community)
- Robbery involving force or violence (cases including pickpocketing and purse snatching will typically not result in the issuance of a Timely Warning Notice, but will be assessed on a case-by-case basis)
- Sexual assault (considered on a case-by-case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount of information known by the Chief of Police, or designee). In cases involving sexual assault, they are often reported long after the incident occurred, thus there is no ability to distribute a “timely” warning notice to the community. All cases of sexual assault, including stranger and non-stranger/acquaintance cases, will be assessed for potential issuance of a Timely Warning Notice.
- Major incidents of arson
- Other Clery crimes as determined necessary by the Chief of Police, or his designee in his absence

Campus Alert Notices may also be posted for other crime classifications and locations, even though that is not required by the law, at the sole discretion of the Chief of Police or his designee. A warning will be issued without delay as soon as pertinent information is available and, when appropriate, in a manner that withholds the names of victims as confidential, and with the goal of aiding in the prevention of similar occurrences.

In the event of a situation which, in the judgment of the Chief of Police, constitutes a serious or continuing threat of a criminal nature to the campus community, the Saddleback College Police Department will issue a crime alert as soon as possible and when appropriate. Campus Alerts are typically written by the Chief of Police or his designee and are reviewed (time permitting) and typically distributed by the Office of Communications. If the Office of Communications is unavailable, the crime alert would be sent to the community by the Emergency and Business Continuity Manager. Any crime considered to represent a serious or continuing threat to the campus community will result in a Crime Alert distributed using campus email as the primary method of communication. The College may also

post flyers in or on campus facilities, if deemed necessary. The institution is not required to issue a Timely Warning Notice with respect to crimes reported to a pastoral or professional counselor.

Emergency (Immediate) Notifications

Saddleback College has developed a process to notify the campus community in cases of emergency, in compliance with Administrative Regulation AR 3505. While it is impossible to predict every significant emergency or dangerous situation that may occur on campus, the following identified situations are examples which may warrant an emergency (immediate) notification after confirmation: armed/hostile intruder; bomb/explosives (threat); communicable disease outbreak; severe weather; terrorist incident; civil unrest; natural disaster; hazardous materials incident; and structural fire.

Immediate Notifications focus on any significant emergency or dangerous situation (and may include Clery crimes). Issuing of campus emergency (immediate) notifications occurs when an event is currently occurring on or is imminently threatening the campus community. The College initiates emergency notification procedures for any significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on a Saddleback College campus (Mission Viejo or Saddleback@ATEP). Immediate Notifications apply to situations that occur on the affected campus. SCPD initiates notification immediately upon confirmation that a dangerous situation or emergency exists or threatens.

Notifications are issued without delay upon confirmation of an emergency that poses an immediate threat to the health of the campus community. SCPD will take into account the safety of the community, determine the content of the notification, and initiate the notification system, unless issuing a notification will, in the professional judgment of the responsible authorities, compromise the efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

Depending on the incident, the Orange County Sheriff's Department will be notified to make notifications to the surrounding community. All messages should include the type of situation, the location of the situation, the time and date, instructions for the recipient, and an added method for the public to obtain information.

In the event of an emergency, Saddleback College will initiate and provide, without delay, immediate notifications to the appropriate segment(s) of the College community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employees, and visitors.

If the Chief of Police or his designee, in conjunction with other College administrators, local first responders, public health agencies, and/or the National Weather Service, confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the Saddleback College community, SCPD typically determines the content of the message (other administrators or first responder/public health agencies may contribute to the development of that content) and typically SCPD or the Office of Communications will use some or all of the systems described below to communicate the threat to the community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population.

Saddleback Community Notifications

Emergency notification systems and authority

System	Primary message creator	Backup message creator	Authority for approval and sending	Primary sender / distributor	Backup sender / distributor
Primary — Mass Notification System (email/texts)	SCPD	Office of Communications	SCPD or Office of Communications	SCPD	Office of Communications
Primary — Informacast	SCPD	Office of Communications	SCPD or Office of Communications	SCPD	Office of Communications
Secondary — Campus email / entrance electronic signs	Office of Communications	District Information Technology	Office of Communications	Office of Communications	District Information Technology
Secondary — College website	Office of Communications	SCPD	SCPD or Office of Communications	Office of Communications	SCPD
Secondary — Mobile electronic sign boards	SCPD	N/A	SCPD	SCPD	N/A
Secondary — Fire alarms	SCPD	N/A	SCPD	SCPD	N/A

Follow-up information will be distributed using some or all of the identified communication systems (except fire alarm). The local news media may be used to give emergency information to members of the larger community, including neighbors, parents, and other interested parties. The larger community can also access emergency information via the Saddleback College homepage and/or social media.

If there is an immediate threat to the health or safety of students or employees occurring on campus, an institution must follow its emergency notification procedures. An institution that follows its emergency notification procedures does not have to issue a prompt warning based on the same circumstances; however, the institution must provide adequate follow-up information to the community as needed. To opt out of emergency text and voice messaging, students, faculty, and staff can do so by texting “Stop.”

Emergency Response and Evacuation Procedures

The campus Emergency Operations Plan (AR 3505) provides the framework for an organized response to various human-caused and natural emergency situations including fires, hazardous spills, earthquakes, flooding, explosions, and civil disorder. In addition to campus-wide guidelines, each department on campus is encouraged to develop an emergency action plan that finds hazards unique to their workplace, along with corresponding response strategies that minimize employee exposure to hazardous conditions during an emergency. Campus emergency management provides resources and guidance for the development of these plans.

The college conducts emergency response exercises each year, such as tabletop and field exercises, and conducts drills, including tests of the emergency notification systems on campus. These exercises and drills are designed to assess and evaluate the emergency plans and capabilities of the college. Monthly tests of the Informacast system are performed at various buildings. This system sends visible and audible

messages to all land-line phones on the campus. Saddleback College takes part in the annual Great California ShakeOut. This test is conducted every year in October. This drill is an announced simulated statewide earthquake drill that involves all on-campus students, faculty, and staff. Emergency notification procedures were activated, along with deploying Saddleback College Community Emergency Response Team (CERT) teams to aid the controlled, safe evacuation of all buildings. CERT teams took part in the post-evaluation of the college's Emergency Evacuation Plan.

In conjunction with other emergency agencies, the College conducts emergency response drills and exercises each year, such as tabletop exercises, field exercises, active-shooter scenarios, and tests of the emergency notification systems on campus. These tests, which may be announced or unannounced, are designed to assess and evaluate the emergency plans and capabilities of the institution. Each test is documented and includes a description of the exercise, the date and time of the exercise, and whether it was announced or unannounced. The campus publicizes a summary of the emergency response and evacuation procedures via email at least once each year in conjunction with these tests.

Emergency Evacuation Procedures

The emergency evacuation procedures are tested at least twice each year. Students and employees learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. SCPD does not tell building occupants in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In both cases, SCPD staff on the scene will communicate information to students about the developing situation or any evacuation status changes.

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of a fire or other emergency. At Saddleback College, evacuation drills are used to educate and train occupants on fire safety issues specific to their building. During the drill, occupants practice drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm.

General evacuation procedures

At the sound of a fire alarm or if you are instructed to evacuate, leave your work area at once and continue to the nearest exit, and leave the building. If you are the first to recognize a fire situation, activate the alarm, evacuate to a safe location using the nearest exit, and notify SCPD (949-582-4444) or dial 911.

1. Remain calm.
2. Do **not** use elevators; use the stairs.
3. Aid the physically impaired. If he/she is unable to exit without using an elevator, secure a safe location near a stairwell, and immediately inform SCPD or the responding fire department of the individual's location.
4. Proceed to a clear area at least 150 feet from the building. Keep all walkways clear for emergency vehicles.
5. Make sure all personnel are out of the building.
6. Do not re-enter the building.

Shelter-in-Place Procedures

What it means to “shelter-in-place”

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to “shelter-in-place” means to make a shelter of the building that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

Basic “shelter-in-place” guidance

If an incident occurs and the building you are in is not damaged, stay inside in an interior room until you are told it is safe to come out. If your building is damaged, take your personal belongings (purse, wallet, access card, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, seek shelter at the nearest College building quickly. If police or fire department personnel are on the scene, follow their directions.

How you will know to “shelter-in-place”

A shelter-in-place notification may come from several sources: SCPD or other College employees, the Orange County Sheriff’s Department, or other authorities using the College’s emergency communications tools.

How to “shelter-in-place”

No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need ever arise, follow these steps, unless instructed otherwise by local emergency personnel:

1. If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, continue into the closest building quickly or follow instructions from emergency personnel on the scene.
2. Locate a room to shelter inside. It should be an interior room, above ground level, and without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms may be necessary.
3. Shut and lock all windows (tighter seal) and close exterior doors.
4. Turn off air conditioners, heaters, and fans.
5. Close vents to ventilation systems as you are able. (College staff will turn off the ventilation as quickly as possible.)
6. Make a list of the people with you and ask someone (hall staff, faculty, or other staff) to call the list in to SCPD so they know where you are sheltering. If only students are present, one of the students should call in the list.
7. Turn on a radio or TV and listen for further instructions.
8. Make yourself comfortable.

College Police emergency information (evacuation-area maps and the campus Emergency Operations Plan): [Emergency Operations Plan \(PDF\)](https://www.saddleback.edu/sites/default/files/2022-10/DraftEOP.pdf) (<https://www.saddleback.edu/sites/default/files/2022-10/DraftEOP.pdf>). The District’s adopted policy is [Board Policy 3505 – Emergency Operations Plan](#)

(<https://www.socccd.edu/sites/default/files/2023-10/3505-BP%20Emergency%20Operations%20Plan%2010.23.23.pdf>) (revised October 23, 2023). Implementing procedures are in Administrative Regulation 3505 (https://www.socccd.edu/sites/default/files/2022-12/3505-AR_Emergency%20Operations%20Plan.pdf).

Alcohol and Drugs Policy

In accordance with Public Law 101-226, the Drug-Free Schools and Communities Act Amendment of 1989, the South Orange County Community College District prohibits the unlawful possession, use, or distribution of alcohol and illicit drugs by students and employees on Saddleback College property, including at any Saddleback College-sponsored or sanctioned activities. Saddleback College does not allow students to use medically prescribed marijuana at any college site or during any college-sponsored activity.

Any student (AR 5500) or employee (AR 3055) in violation of this policy is subject to disciplinary action following established policies, regulations, and collective bargaining agreements. Saddleback College enforces California underage drinking laws as well as state and federal drug laws.

Drug and Alcohol Abuse Programs

Substance abuse interferes with academic, co-curricular, and extracurricular interest and can lead to health, personal, social, economic, and legal problems. The South Orange County Community College District's Drug and Alcohol Abuse Prevention Program (DAAPP) aims to prevent the abuse or unlawful possession, use, or distribution of alcohol and illicit drugs by students and employees on Saddleback College premises or as part of any of its activities. Please see Board Policy and Administrative Regulation 3550 for the full version of the DAAPP.

Saddleback College offers a variety of educational opportunities to discourage the use of illicit substances, provide information on legal and responsible alcohol consumption, and address alcohol and drug-related issues. Cannabis eCHECKUP TO GO, Alcohol eCHECKUP TO GO, and Alcohol101+ are anonymous, confidential, and interactive online programs that provide personalized feedback on alcohol and cannabis use, help show risk patterns, and offer useful resources to individuals.

In compliance with the Drug-Free Schools and Communities Act (DFSCA), Saddleback College publishes information regarding the College's education programs related to drug and alcohol prevention; standards of conduct for students and employees; sanctions for violations of federal, state, and local laws and College policy; health risks associated with alcohol abuse and illicit drug use; and available treatment programs for students and employees. Descriptions of these topics, as provided in the College's annual notification to students and employees, are available online: SOCccd DAAPP information (<http://www.socccd.edu/node/499>).

Health Risks Associated with the Use of Illicit Drugs and/or the Abuse of Alcohol

Substance abuse can lead to serious health and behavioral problems, with both short- and long-term effects on the body and mind. Acute health issues resulting from alcohol and drug use may include heart attack, stroke, and sudden death. Long-term effects may include disruption of normal heart rhythm, high blood pressure, destruction of brain cells, permanent memory loss, infertility, impotence, immune system impairment, kidney failure, cirrhosis of the liver, and lung damage.

Counseling, Treatment, Rehabilitation, or Re-Entry Programs

The college makes available to students and employees a wide variety of programs designed to discourage the use of illicit substances and provide information on legal and responsible alcohol consumption.

Healthcare professionals are available to aid with alcohol- and drug-related issues. Abuse of alcohol and drugs can have a dramatic impact on academic, professional, and family life. Members of the community who may be having trouble with drugs or alcohol are encouraged to seek aid and support.

The Student Health and Wellness Center provides mental health and referral services to students struggling with substance abuse. Individual therapy sessions are available to students at no cost. Following College policies and state and federal laws, all information about any contact or therapy is confidential. A student's decision to seek aid will not be used in connection with any academic determination or as a basis for disciplinary action. (AR 5500) Medical and mental health services are also available at the Student Health and Wellness Center during regular hours of operation.

Disciplinary Action

Any student or employee who violates the standards of conduct will be subject to appropriate action, up to and including termination of employment, expulsion, and referral for prosecution; or, as permitted by law, may be required to participate satisfactorily in an alcohol or drug abuse assistance or rehabilitation program.

Legal Sanctions

Specific ordinances about violations of alcohol laws are available from the California Department of Alcoholic Beverage Control. Under California state law, possession of any amount of certain controlled substances is punishable by up to one year of incarceration in a county jail, per Health and Safety Code sections 11054 and 11350. Under federal law, possession of a controlled substance is punishable by up to three years of imprisonment, per 21 U.S.C. §§ 802 and 844(a).

Applicable state alcohol laws and penalties

Selected California alcohol laws

Code section	Description	Classification
Business & Professions Code 25602(a)	Sales to an intoxicated person	Misdemeanor
Business & Professions Code 25620(a)	Open container in public place	Misdemeanor
Business & Professions Code 25658(a)	Sell/furnish alcohol to a minor	Misdemeanor
Business & Professions Code 25661(a)	False ID by a minor	Misdemeanor
Business & Professions Code 25662(a)	Minor in possession of alcohol	Misdemeanor
Penal Code 647(f)	Public intoxication	Misdemeanor
Vehicle Code 23140(a)	Driving under the influence — minor	Infraction
Vehicle Code 23152(a) & (b)	DUI	Misdemeanor
Vehicle Code 23220(a)	Drinking while driving	Infraction
Vehicle Code 23223(a)	Open container — driver	Infraction
Vehicle Code 23223(b)	Open container — passenger	Infraction
Vehicle Code 23224(a)	Driver under 21 with alcohol	Misdemeanor

Applicable state drug laws and penalties

Selected California drug laws

Code section	Description	Classification
Health & Safety Code 11357(a) / 11362.3	Possession of marijuana under 21; smoke/ingest/possess in public or a vehicle	Infraction
Health & Safety Code 11358	Cultivation of marijuana	Misdemeanor or felony
Health & Safety Code 11359	Intent to sell without a license	Misdemeanor or felony
Vehicle Code 23222(b)	Driving with marijuana	Infraction
Health & Safety Code 11350	Possession of a controlled substance	Misdemeanor
Health & Safety Code 11351	Possession of a controlled substance for sale	Felony
Health & Safety Code 11352	Sales/transport of a controlled substance	Felony
Health & Safety Code 11377	Possession of methamphetamine	Misdemeanor
Health & Safety Code 11378	Sales of methamphetamine	Felony
Health & Safety Code 11379	Transportation of methamphetamine	Felony
Health & Safety Code 11550	Under the influence / using drugs	Misdemeanor

Marijuana and Federal Law

Under the Federal Controlled Substances Act (CSA), Title 21 of the United States Code, marijuana is a Schedule I hallucinogenic drug. This means the federal government classifies it as having a high potential for abuse and no currently accepted medical use. The CSA takes precedence over the laws of California. Technically, therefore, when you sell, transport, or give away marijuana, you violate

federal law, even if you are abiding by California’s medical marijuana law or recreational marijuana legalization law.

Possession of marijuana — Health & Safety Code 11357

(a) Except as authorized by law, possession of not more than 28.5 grams of cannabis, or not more than eight grams of concentrated cannabis, or both, shall be punished or adjudicated as follows:

- Persons under 18 years of age are guilty of an infraction and shall be required, for a first offense, to complete four hours of drug education or counseling and up to 10 hours of community service over a period not to exceed 60 days; for a second or subsequent offense, six hours of drug education or counseling and up to 20 hours of community service over a period not to exceed 90 days.
- Persons at least 18 years of age but less than 21 years of age are guilty of an infraction and punishable by a fine of not more than one hundred dollars (\$100).

(b) Except as authorized by law, possession of more than 28.5 grams of cannabis, or more than eight grams of concentrated cannabis, shall be punished as follows:

- Persons under 18 years of age who possess more than 28.5 grams of cannabis or more than eight grams of concentrated cannabis, or both, are guilty of an infraction and shall be required, for a first offense, to complete eight hours of drug education or counseling and up to 40 hours of community service over a period not to exceed 90 days; for a second or subsequent offense, 10 hours of drug education or counseling and up to 60 hours of community service over a period not to exceed 120 days.
- Persons 18 years of age or older who possess more than 28.5 grams of cannabis, or more than eight grams of concentrated cannabis, or both, shall be punished by imprisonment in a county jail for a period of not more than six months or by a fine of not more than five hundred dollars (\$500), or by both that fine and imprisonment.

Cultivation, possession with intent to sell, and/or sale of less than 50 pounds or 50 plants: a fine up to \$250,000 and up to five years in federal prison.

Firearms and Weapons

The following are laws pertaining to firearms, weapons, or destructive devices on college property:

- It is unlawful for any person to bring or possess any firearm (loaded or unloaded) upon the campus of, or a building owned or operated for student teaching, research, or administration by, a public or private college (certain exceptions apply). (AR 3530, California Penal Code 626.9(h) & (i))
- It is unlawful for any person to bring or possess any dirk, dagger, ice pick, or knife having a fixed blade longer than 2.5 inches upon the grounds of, or within, the California Community Colleges (certain exceptions apply). (AR 3530, California Penal Code 626.10(b))
- It is unlawful for any person, except in self-defense, to draw or exhibit an imitation firearm, “BB” device, toy gun, or a replica of a firearm in a threatening manner against another in such a way as to cause a reasonable person apprehension or fear of bodily harm. (California Penal Code 417)
- It is unlawful for any person to bring or possess a less-lethal weapon as defined in California Penal Code section 16780, or a stun gun as defined in California Penal Code section 17230, upon the grounds of or within a public or private college (certain exceptions apply). (California Penal Code 626.10(i))

- It is unlawful for any person to possess for any reason any explosives, pipe bomb, grenade, destructive device, or dry-ice bomb. (California Penal Code 18710)
- It is unlawful for any person to possess any type of cane gun, wallet gun, any undetectable or camouflaged firearm, ballistic knife, belt-buckle knife, leaded cane, zip gun, lipstick-case knife, writing-pen knife, practice hand grenade, billy club, sand club, sap, metal or composite knuckles, shuriken, nunchaku, or blackjack. (California Penal Codes 19200(b), 20310, 20410, 20610, 21110, 21710, 21810, 22010, 22210, 22410, 24310, 24410, 24710, and 33600)

Sex Offender Registration Information

The federal Campus Sex Crimes Prevention Act requires institutions of higher learning to issue a statement in their annual security report detailing where members of their campus community can obtain information concerning registered sex offenders. It also requires sex offenders who are required to register under state law to provide notice of their enrollment or employment at any institution of higher learning in the state where he/she resides. Also, California law requires sex offenders who attend campus, and all campus-affiliated sex offenders, to register with campus law enforcement.

Members of the public may access sex offender information at the Megan's Law website maintained by the Department of Justice (www.meganslaw.ca.gov (<https://meganslaw.ca.gov/>)). See also the Adam Walsh Child Protection and Safety Act of 2006 (42 U.S.C. 16921).

For information concerning offenders who have registered with the Saddleback College Police Department, call 949-582-4585.

Bystander Intervention

To prevent gender-based violence, it is important that people are approached as potential witnesses or bystanders to behaviors related to sexual or dating violence. If you see these behaviors, there are certain ways you can step up to prevent a risky situation from getting worse.

To intervene, first someone must:

- **Notice the incident.** Bystanders first must notice the incident taking place. It is important to become attuned to what situations may be risky.
- **Interpret the incident as an emergency.** By “emergency,” we mean a situation wherein there is risk of sexual or domestic violence occurring shortly.
- **Assume responsibility for intervening.** It has been found that often, people believe that someone else will help in a situation where there are many people around. However, it is important to realize that others may also be thinking the same thing. If you are unsure if you should do something, ask a friend what they think — it might be the case that they have been thinking the same thing.
- **Have the bystander intervention skills to help.** There are a number of different techniques that someone can use to intervene in a risky situation, some of which are listed below.

Bystander intervention techniques (the 4 Ds)

Please remember that your safety is of the utmost importance. When there is a situation that threatens physical harm to yourself or another student, ask someone for help or contact the police.

Direct

Step in and address the situation directly. This might look like saying, “That’s not cool. Please stop.” or “Hey, leave them alone.” This technique tends to work better when the person that you are trying to stop is someone that knows and trusts you. It does not work well when drugs or alcohol are being used because someone’s ability to have a conversation with you about what is going on may be impaired, and they are more likely to become defensive.

Distract

Distract either person in the situation to intervene. This might look like saying, “Hey, aren’t you in my Spanish class?” or “Who wants to go get pizza at the corner?” This technique is especially useful when drugs or alcohol are being used because people under the influence are more easily distracted than those that are sober.

Delegate

Find others who can help you to intervene in the situation. This might look like asking friends to distract one person in the situation while you distract the other (“splitting” or “defensive split”), asking someone to go sit with them and talk, or going and starting a dance party right in the middle of their conversation. If you didn’t know either person in the situation, you could also ask around to see if someone else does and check in with them. See if they can talk to their friend, text their friend to check in, or intervene. Delegate the task by looking for people to back you up when you decide to intervene.

Delay

For many reasons, you may not be able to do something right now. For example, if you are feeling unsafe or if you are unsure whether someone in the situation is feeling unsafe, you may just want to check in with the person. In this case, you can combine a distraction technique by asking the person to use the bathroom with you or go get a drink with you to separate them from the person that they are talking with. Then, this might look like asking them, “Are you okay?” or “How can I help you get out of this situation?” This could also look like texting the person, either in the situation or after you see them leave, and asking, “Are you okay?” or “Do you need help?”

Bystander intervention topics: itsonus.org (<http://itsonus.org/>) · [video resource](https://www.youtube.com/watch?v=wNMZo31LziM)
(<https://www.youtube.com/watch?v=wNMZo31LziM>)

Risk Reduction

With no intent to victim-blame and recognizing that only abusers are responsible for their abuse, the following are some strategies to reduce one’s risk of sexual assault or harassment. (Taken from Rape, Abuse & Incest National Network, www.rainn.org (<http://www.rainn.org/>).

The following tips may reduce your risk for many distinct types of crimes, including sexual violence.

- **Know your resources.** Who should you contact if you or a friend needs help? Where should you go? Locate resources such as the campus health center, campus police station, and a local sexual assault service provider. Notice where emergency phones are found on campus, and program the campus security number into your cell phone for easy access.
- **Stay alert.** When you’re moving around on campus or in the surrounding neighborhood, be aware of your surroundings. Consider inviting a friend to join you or asking campus security for an escort. If

you're alone, only use headphones in one ear to stay aware of your surroundings.

- **Be careful about posting your location.** Many social media sites use geolocation to publicly share your location. Consider disabling this function and reviewing other social media settings.
- **Make others earn your trust.** A college environment can foster a false sense of security. They may feel like fast friends, but give people time to earn your trust before relying on them.
- **Think about Plan B.** Spend some time thinking about back-up plans for potentially sticky situations. If your phone dies, do you have a few numbers memorized to get help? Do you have emergency cash in case you can't use a credit card? Do you have the address of your college memorized? If you drive, is there a spare key hidden, gas in your car, and a set of jumper cables?

The Clery Act Reportable Crimes Defined

Murder and non-negligent manslaughter

The willful (non-negligent) killing of one human being by another.

Manslaughter by negligence

The killing of another person through gross negligence.

Sex assault

Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

Rape

The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

Fondling

The touching of the private body parts of another person for sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.

Incest

Sexual intercourse between people who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory rape

Sexual intercourse with a person who is under the statutory age of consent.

Aggravated assault

An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury.

Arson

Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property, etc.

Burglary

The unlawful entry of a structure to commit a felony or theft.

Motor vehicle theft

The theft or attempted theft of a motor vehicle.

Robbery

The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force, violence, and causing the victim fear.

Hate crime

A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim (race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, or disability).

For Clery disclosure, hate crimes include the criminal offenses in Table 1 when motivated by bias, plus four additional offenses that are reported **only** when they are hate crimes: larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property. Those four offenses are not counted as primary criminal offenses in Table 1. Statistics by offense, geography, year, and bias category are in Tables 4 and 5.

Larceny-theft (hate-crime reporting)

The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

Simple assault (hate-crime reporting)

An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Intimidation (hate-crime reporting)

To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Destruction/damage/vandalism of property (hate-crime reporting)

To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Categories of bias**Race**

A preformed negative attitude toward a group of persons who possess common physical characteristics (color of skin, eyes, or hair, facial features, etc.) genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind (Asian, African American, White, etc.).

Gender

A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.

Gender identity

A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.

Religion

A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (Catholics, Jews, Protestants, atheists, etc.).

Sexual orientation

A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their sex or members of the opposite sex (gays, lesbians, heterosexuals, etc.).

Ethnicity

A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term race in that “race” refers to grouping based mostly upon biological criteria, while “ethnicity” also encompasses additional cultural factors.

National origin

A preformed negative opinion or attitude toward a group of people of the same race or national origin who share common or similar traits, languages, customs, or traditions.

Disability

A preformed negative opinion or attitude toward a group of people based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.

Dating violence

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of a romantic or intimate relationship will be determined based on the length of the relationship, the type of relationship, and the frequency of interaction between the people involved in the relationship.

Domestic violence

Includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim; by a person with whom the victim shares a child in common; by a person who is cohabiting with or has cohabitated with the victim as a spouse; by a person similarly situated to a spouse of the victim under California law; or by any other person against an adult or youth victim who is protected from that person's acts under California law.

Stalking

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others, or to suffer substantial emotional distress.

It is the responsibility of each person involved in sexual activity to ensure that he or she has the affirmative consent of the other or others to engage in sexual activity. Lack of protest or resistance does

not mean consent, nor does silence mean consent. Affirmative consent must be ongoing throughout a sexual activity and can be revoked at any time.

Liquor law violations

Violations of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

Drug law violations

Violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use; the unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance.

Weapons law violations

Violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons.

Unfounded crimes

A crime may be “unfounded” only if sworn or commissioned law enforcement personnel have fully investigated the reported crime and, based on the results of the full investigation and evidence, have made a formal determination that the crime report is false or baseless and therefore “unfounded.” Both “founded” and “unfounded” crimes must be reported in the Clery Annual Security Report.

California Definitions of Domestic Violence, Dating Violence, Sexual Assault, and Stalking

Domestic violence

The State of California defines domestic violence as follows: California Penal Code section 273.5(a). Any person who willfully inflicts corporal injury resulting in a traumatic condition upon a victim described in subdivision (b) is guilty of a felony, and upon conviction thereof shall be punished by imprisonment in the state prison for two, three, or four years, or in a county jail for not more than one year, or by a fine of up to six thousand dollars (\$6,000), or by both that fine and imprisonment.

Subdivision (a) shall apply if the victim is or was one or more of the following: (1) the offender's spouse or former spouse; (2) the offender's cohabitant or former cohabitant; (3) the offender's fiancé or fiancée, or someone with whom the offender has, or previously had, an engagement or dating relationship, as defined in paragraph (10) of subdivision (f) of Section 243; (4) the mother or father of the offender's child.

Dating violence

The State of California defines dating violence as follows: California Penal Code section 243(e)(1). When a battery is committed against a spouse, a person with whom the defendant is cohabiting, a person who is the parent of the defendant's child, former spouse, fiancé, or fiancée, or a person with whom the defendant currently has, or has previously had, a dating or engagement relationship, the battery is punishable by a fine not exceeding two thousand dollars (\$2,000), or by imprisonment in a county jail for

a period of not more than one year, or by both that fine and imprisonment. If probation is granted, or the execution or imposition of the sentence is suspended, it shall be a condition thereof that the defendant participate in, for no less than one year, and successfully complete, a batterer's treatment program, as described in Section 1203.097, or if none is available, another appropriate counseling program designated by the court. However, this provision shall not be construed as requiring a city, a county, or a city and county to provide a new program or higher level of service as contemplated by Section 6 of Article XIII B of the California Constitution.

Sexual assault

The State of California defines sexual assault in relevant part as follows: California Penal Code section 243.4(a). Any person who touches an intimate part of another person while that person is unlawfully restrained by the accused or an accomplice, and if the touching is against the will of the person touched and is for the purpose of sexual arousal, sexual gratification, or sexual abuse, is guilty of sexual battery. A violation of this subdivision is punishable by imprisonment in a county jail for not more than one year, and by a fine not exceeding two thousand dollars (\$2,000); or by imprisonment in the state prison for two, three, or four years, and by a fine not exceeding ten thousand dollars (\$10,000).

Stalking

The State of California defines stalking as follows: California Penal Code section 646.9(a). Any person who willfully, maliciously, and repeatedly follows or willfully and maliciously harasses another person and who makes a credible threat with the intent to place that person in reasonable fear for his or her safety, or the safety of his or her immediate family, is guilty of the crime of stalking, punishable by imprisonment in a county jail for not more than one year, or by a fine of not more than one thousand dollars (\$1,000), or by both that fine and imprisonment, or by imprisonment in the state prison.

Consent

The State of California defines consent, in relation to sexual activity, as follows: California Education Code section 67386(a)(1). An affirmative consent standard in the determination of whether consent was given by both parties to sexual activity. "Affirmative consent" means affirmative, conscious, and voluntary agreement to engage in sexual activity. It is the responsibility of each person involved in sexual activity to ensure that he or she has the affirmative consent of the other or others to engage in sexual activity. Lack of protest or resistance does not mean consent, nor does silence mean consent. Affirmative consent must be ongoing throughout a sexual activity and can be revoked at any time. The existence of a dating relationship between the people involved, or the fact of past sexual relations between them, should never by itself be assumed to be an indicator of consent.

Daily Crime Log

The Saddleback College Police Department maintains a daily crime log of all crimes investigated or reported to the department for the calendar year, including crimes at the Mission Viejo campus and at Saddleback-controlled property at Saddleback@ATEP. The log is available for public inspection in the Police Department lobby (Parking Lot 2, Mission Viejo) during normal business hours of 8:00 a.m.–6:00 p.m. Monday–Thursday and 8:00 a.m.–3:00 p.m. on Fridays. Log entries older than the current year can be obtained by request and will be available within two business days. Reported in accordance with the

Uniform Crime Reporting Procedures and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The Irvine Valley College Police Department maintains a separate daily crime log for IVC-controlled ATEP property (including the IDEA building at 1624 Valencia Avenue); that log is not a substitute for SCPD's log.

Clery Geography Definitions

On campus

Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes. Any building or property that is within or reasonably contiguous to paragraph (1) of this definition, which is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

Non-campus building or property

Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Public property

All public property (including thoroughfares, streets, sidewalks, and parking facilities) that is within the campus, or immediately next to and accessible from the campus. The Clery public-property category consists solely of two limited areas.

Saddleback College does not maintain on-campus residential facilities at either Clery campus. The "Residential Facilities" column in the statistical tables is therefore zero for all years. Because there is no on-campus student housing, missing-student notification procedures and an Annual Fire Safety Report (AFSR) do not apply.

Classification of off-site instructional locations

Saddleback College has **two Clery campuses** and additional **noncampus** instructional space. A location is a separate campus when the College owns or controls it, it is not reasonably contiguous with another campus, it has an organized program of study, and at least one person is on site in an administrative capacity. A site is noncampus when it is owned or controlled, used in direct support of education, frequently used by students, and not reasonably contiguous — but it does **not** meet the organized-program-plus-administrator test. Tables 1–5 are the **Mission Viejo campus**. Tables 1A–5A are **Saddleback@ATEP**. The Non-campus column in Tables 1–5 is the two beauty academies only.

Clery geography classification of off-site instructional locations

Location	Clery classification	Basis
Saddleback@ATEP, 1634 Valencia Avenue, Tustin, CA 92782 (Automotive Technology and Culinary)	Separate Clery campus	District-owned; not contiguous with Mission Viejo; organized programs of study; on-site administration. Educational operations commenced August 11, 2025. On-campus, public-property, and noncampus statistics for this campus are in Tables 1A–5A.
Saddleback Beauty Academy, 23635 El Toro Rd., Suite J-2 & K, Lake Forest, CA 92630	Noncampus building or property of the Mission Viejo campus	College-controlled instructional space under written contract; frequently used by students; not contiguous with Mission Viejo. Included in the Non-campus column of Tables 1–5.
SABA Beauty Academy, 23565 Moulton Pkwy., Suite B, Laguna Hills, CA 92653	Noncampus building or property of the Mission Viejo campus	College-controlled instructional space under written contract; frequently used by students; not contiguous with Mission Viejo. Included in the Non-campus column of Tables 1–5.
Saddleback Nursing Program clinicals at Mission Hospital, 27700 Medical Center Rd., Mission Viejo, CA 92691	Not Clery geography	Affiliated clinical site. The College does not own or control the hospital. Listed only so students and employees know which local agency to call in an emergency.

Irvine Valley College's IDEA building at 1624 Valencia Avenue is IVC Clery geography and is disclosed in the IVC Annual Security Report, not in Tables 1A–5A. Saddleback educational operations at 1634 Valencia commenced August 11, 2025; 2023 and 2024 predate this campus. The Tustin Police Department statistical letter noted no Clery-reportable offenses for Saddleback@ATEP (including adjacent public property) for the period of operation through December 31, 2025. No Clery-reportable crimes were recorded at the beauty academies in 2023, 2024, or 2025.

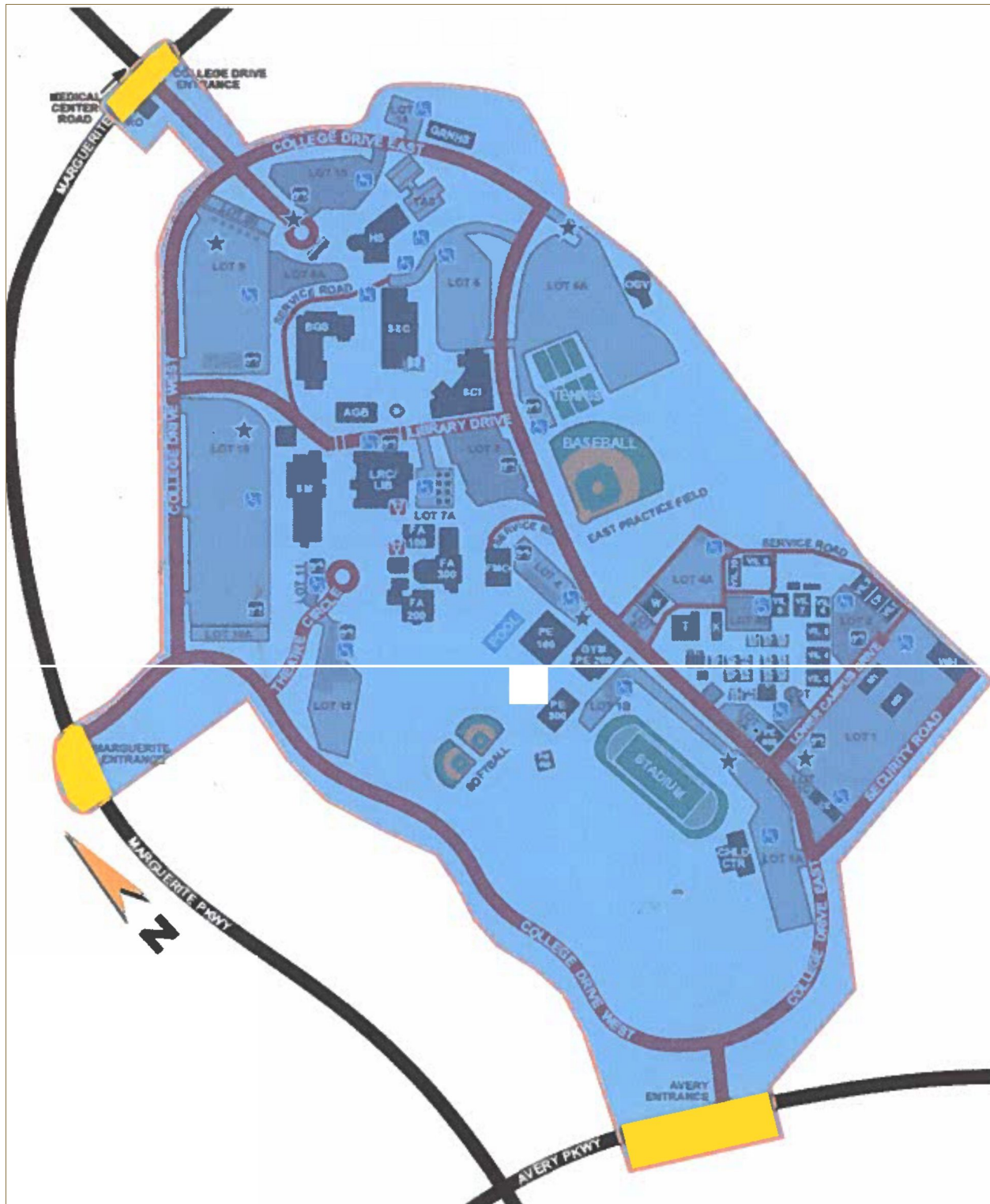


Figure. Saddleback College Campus Clery Geography Map. Blue outline: on-campus property. Red outline: public property immediately adjacent to and accessible from campus.

Saddleback@ATEP Campus

The Advanced Technology and Education Park (ATEP) in Tustin is District-owned property. **Saddleback College** occupies **1634 Valencia Avenue, Tustin, CA 92782** for Automotive Technology and Culinary instruction. **Irvine Valley College** occupies **1624 Valencia Avenue** (IDEA) and discloses that building as a separate campus in the IVC Annual Security Report. This section and Tables 1A–5A cover **Saddleback-controlled** ATEP geography only.

Saddleback@ATEP campus directory

Item	Information
Campus name	Saddleback@ATEP
Address	1634 Valencia Avenue, Tustin, CA 92782
Programs	Automotive Technology; Culinary
Clery status	Separate campus of Saddleback College
Education operations / services commencement	August 11, 2025 (grand opening)
Local law enforcement	Tustin Police Department (911)
Saddleback College Police	949-582-4444 (then notify SCPD after 911)
IVCPD (park patrol)	949-451-5234
On-campus student housing	None — AFSR and missing-student procedures do not apply

Commencement of educational operations. Education operations / services commencement:

August 11, 2025. Saddleback@ATEP (Automotive Technology and Culinary at 1634 Valencia Avenue, Tustin) held its grand opening and began educational operations and services on August 11, 2025. The site was not a Saddleback Clery campus before that date. Calendar years **2023 and 2024** therefore have no Saddleback Clery geography at this address (Tables 1A–5A are zero for those years). Calendar year **2025** statistics cover **August 11, 2025 through December 31, 2025** only.

Why this site is a separate campus

Under the Clery Handbook, an additional location is a separate campus when all four of the following are true. Saddleback@ATEP meets each:

1. **Own or control.** The site is District-owned property used by Saddleback College for instruction.
2. **Not reasonably contiguous** with the Mission Viejo campus (approximately 15 miles; different city and police jurisdiction).
3. **Organized program of study.** Automotive Technology and Culinary are credential-bearing programs with more than one course at the site.
4. **On-site administration.** Program administrative personnel are present at the site.

District Board Policies and Administrative Regulations published in this report — including BP/AR 3500, 3501, 3515, 3520, 3530, 3540, 3550, 3560, 5500, and 6750 — apply equally at Saddleback@ATEP.

Law enforcement and how to report at Saddleback@ATEP

Call **911** for an emergency at Saddleback@ATEP. The Tustin Police Department is the local agency of jurisdiction and is the Education Code 67381 partner for designated Part I violent crimes, sexual assaults, and hate crimes at the Tustin site. After 911, notify **SCPD at 949-582-4444** so SCPD can assess a Timely Warning or emergency notification for the Saddleback community and record the incident for Clery statistics.

The Irvine Valley College Police Department provides patrol on District property at ATEP. IVCPD's daily crime log and IVC's ATEP crime tables cover **IVC-controlled** space (IDEA / 1624 Valencia). They do not satisfy Saddleback's Clery duties for Automotive Technology, Culinary, or other Saddleback-controlled rooms and assigned lots at 1634 Valencia.

Campus Security Authorities at Saddleback@ATEP include Automotive Technology and Culinary faculty and staff with significant responsibility for student and campus activities. Those CSAs must report Clery crimes to SCPD as soon as practicable. Primary CSAs listed earlier in this report (Title IX Officer, Dean of Counseling, Director of Student Life, and Executive Director of Human Resources) also receive reports arising at ATEP.

Clery geography at Saddleback@ATEP

- **On campus:** Saddleback-controlled buildings, classrooms, laboratories, and assigned parking or lots at 1634 Valencia Avenue used in support of Automotive Technology and Culinary.
- **Public property:** Public streets, sidewalks, and thoroughfares immediately adjacent to and accessible from Saddleback@ATEP (including the Valencia Avenue frontage of 1634), for the period beginning August 11, 2025. The Tustin Police Department's statistical response noted **no Clery-reportable offenses** in that geography through December 31, 2025.
- **Non-campus of this campus:** None identified for 2023–2025. Beauty academies are noncampus of **Mission Viejo**, not of ATEP.
- **Residential facilities:** None.

Shared ATEP property. ATEP is one park used by two colleges. Saddleback reports Clery crimes in Saddleback-controlled buildings and assigned lots at 1634 Valencia. Irvine Valley College reports IDEA / 1624 Valencia in the IVC ASR. A crime in a shared lot is counted by the college that owns or controls that lot; it is not disclosed in both ASRs. SCPD coordinates with IVCPD so a single incident is not double-counted.

Saddleback@ATEP will be added as a separate campus in the U.S. Department of Education Campus Safety and Security Survey beginning with the **2026 survey**. See Saddleback@ATEP Campus statistics.

Timely Warning and emergency notification at Saddleback@ATEP

A Timely Warning may be issued when a Clery crime at Saddleback@ATEP (on campus, public property, or noncampus of this campus) presents a serious or continuing threat. An emergency (immediate) notification is issued for a significant emergency or dangerous situation posing an immediate threat to health or safety at the ATEP site. Notices are sent to the affected segment of the Saddleback community using the same systems described in the Timely Warnings and Emergency Notifications sections of this report.

Crime Statistics — Student Right-to-Know Report

The tables below disclose Clery Act crime statistics for **two Saddleback College campuses** for calendar years 2023, 2024, and 2025. **Tables 1–5** are the Mission Viejo campus (including noncampus beauty-academy space). **Tables 1A–5A** are the Saddleback@ATEP campus at 1634 Valencia Avenue, Tustin. Unfounded counts are reported only in the Unfounded column and are **not** included in On campus, Residential facilities, Non-campus, Public property, or Total.

Table corrections. Corrections applied in this edition: (1) **2024 Any Forcible Sex Offense Total** is aligned with the Rape line (1 on campus / 1 total). (2) **2023 Motor Vehicle Theft:** one reported incident was determined unfounded after a full investigation by sworn officers. Because unfounded crimes are excluded from geography totals, that year is reported as On campus 0, Total 0, Unfounded 1 (not On campus 1 and Unfounded 1). (3) **“Any other crime involving bodily injury”** is removed from Table 1; that category belongs only in hate-crime reporting (Tables 4–5). (4) Calendar year 2022 is omitted; 2025 is added (1 burglary, 2 motor vehicle thefts, and 1 stalking on the Mission Viejo campus). (5) Saddleback@ATEP is disclosed as a **separate campus** (Tables 1A–5A). Educational operations commenced **August 11, 2025**; 2023–2024 ATEP cells are zero because the campus was not in operation. The Mission Viejo Non-campus column is the contracted beauty academies only. Three-year totals were recomputed for 2023–2025.

Mission Viejo Campus

Table 1. Criminal offenses — Mission Viejo Campus (2023–2025)

Offense type	Year	On campus	Residential facilities	Non-campus	Public property	Total	Unfounded
Murder & non-negligent manslaughter	2023	0	0	0	0	0	0
Murder & non-negligent manslaughter	2024	0	0	0	0	0	0
Murder & non-negligent manslaughter	2025	0	0	0	0	0	0
Negligent manslaughter	2023	0	0	0	0	0	0
Negligent manslaughter	2024	0	0	0	0	0	0
Negligent manslaughter	2025	0	0	0	0	0	0
Any forcible sex offense — total	2023	0	0	0	0	0	0
Any forcible sex offense — total	2024	1	0	0	0	1	0
Any forcible sex offense — total	2025	0	0	0	0	0	0
Rape	2023	0	0	0	0	0	0
Rape	2024	1	0	0	0	1	0
Rape	2025	0	0	0	0	0	0
Fondling	2023	0	0	0	0	0	0
Fondling	2024	0	0	0	0	0	0
Fondling	2025	0	0	0	0	0	0
Any non-forcible sex offense — total	2023	0	0	0	0	0	0
Any non-forcible sex offense — total	2024	0	0	0	0	0	0
Any non-forcible sex offense — total	2025	0	0	0	0	0	0
Incest	2023	0	0	0	0	0	0
Incest	2024	0	0	0	0	0	0
Incest	2025	0	0	0	0	0	0
Statutory rape	2023	0	0	0	0	0	0
Statutory rape	2024	0	0	0	0	0	0
Statutory rape	2025	0	0	0	0	0	0
Robbery	2023	0	0	0	0	0	0
Robbery	2024	0	0	0	0	0	0
Robbery	2025	0	0	0	0	0	0
Aggravated assault	2023	0	0	0	0	0	0

Offense type	Year	On campus	Residential facilities	Non-campus	Public property	Total	Unfounded
Aggravated assault	2024	0	0	0	0	0	0
Aggravated assault	2025	0	0	0	0	0	0
Burglary	2023	1	0	0	0	1	0
Burglary	2024	5	0	0	0	5	0
Burglary	2025	1	0	0	0	1	0
Motor vehicle theft	2023	0	0	0	0	0	1
Motor vehicle theft	2024	0	0	0	0	0	0
Motor vehicle theft	2025	2	0	0	0	2	0
Arson	2023	0	0	0	0	0	0
Arson	2024	0	0	0	0	0	0
Arson	2025	0	0	0	0	0	0
Three-year total (primary offenses)		10	0	0	0	10	1

Primary-offense three-year total counts Rape, Burglary, and Motor Vehicle Theft once each (forcible sex-offense subtotal is not double-counted): Rape 1 (2024) + Burglary 7 (1/5/1) + Motor vehicle theft 2 (0/0/2) = 10. The 2023 motor vehicle theft is Unfounded 1 and is not in On campus or Total. Saddleback College has no on-campus residential facilities. The Non-campus column is contracted beauty-academy instructional space in Lake Forest and Laguna Hills; Saddleback@ATEP is not in this column (see Tables 1A–5A). Zero means no Clery-reportable crimes were recorded there. Saddleback@ATEP will be added as a separate campus in the Department of Education Campus Safety and Security Survey beginning with the 2026 survey.

Table 2. VAWA offenses — Mission Viejo Campus (2023–2025)

Offense	Year	On campus	Residential facilities	Non-campus	Public property	Total
Domestic violence	2023	0	0	0	0	0
Domestic violence	2024	0	0	0	0	0
Domestic violence	2025	0	0	0	0	0
Dating violence	2023	0	0	0	0	0
Dating violence	2024	4	0	0	0	4
Dating violence	2025	0	0	0	0	0
Stalking	2023	0	0	0	0	0
Stalking	2024	7	0	0	0	7
Stalking	2025	1	0	0	0	1
Three-year total		12	0	0	0	12

The Non-campus column is contracted beauty-academy instructional space. Saddleback@ATEP VAWA offenses are in Table 2A. Zero means no VAWA offenses were recorded in that geography.

Table 3. Arrests and disciplinary referrals — Mission Viejo Campus (2023-2025)

Offense	Year	Arrests — on campus	Arrests — residential	Arrests — non- campus	Arrests — public property	Arrests — total	Referrals — on campus	Referrals — residential	Referrals — non- campus	Referrals — public property	Referrals — total
Drug violations	2023	0	0	0	0	0	0	0	0	0	0
Drug violations	2024	0	0	0	0	0	0	0	0	0	0
Drug violations	2025	0	0	0	0	0	0	0	0	0	0
Liquor law violations	2023	0	0	0	0	0	0	0	0	0	0
Liquor law violations	2024	0	0	0	0	0	0	0	0	0	0
Liquor law violations	2025	0	0	0	0	0	0	0	0	0	0
Weapons violations	2023	0	0	0	0	0	0	0	0	0	0
Weapons violations	2024	0	0	0	0	0	0	0	0	0	0
Weapons violations	2025	0	0	0	0	0	0	0	0	0	0
Three-year total		0	0	0	0	0	0	0	0	0	0

No arrests or disciplinary referrals for drug, liquor, or weapons violations were recorded in 2023, 2024, or 2025 at the Mission Viejo campus or at noncampus beauty academies. Saddleback@ATEP is Table 3A.

Hate Crime Statistics

The Clery Act requires disclosure of hate crimes for murder and non-negligent manslaughter, sexual assault, robbery, aggravated assault, burglary, motor vehicle theft, arson, **larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property**, by geography and by category of bias (race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, and disability). Larceny-theft, simple assault, intimidation, and vandalism are reported in this section only when they are hate crimes; they are not primary criminal offenses in Table 1.

There were no reported hate crimes at the Saddleback College Mission Viejo campus in calendar years 2023, 2024, or 2025. That zero includes on-campus property, noncampus beauty-academy property, public property, and all eight bias categories. None of the criminal offenses in Table 1 were classified as hate crimes. Saddleback@ATEP hate-crime disclosure is in Tables 4A-5A.

Table 4. Hate crimes by offense and geography — Mission Viejo Campus (2023–2025)

Offense	Year	On campus	Residential facilities	Non-campus	Public property	Total
Murder & non-negligent manslaughter	2023	0	0	0	0	0
Murder & non-negligent manslaughter	2024	0	0	0	0	0
Murder & non-negligent manslaughter	2025	0	0	0	0	0
Sex offenses (rape, fondling, incest, statutory rape)	2023	0	0	0	0	0
Sex offenses (rape, fondling, incest, statutory rape)	2024	0	0	0	0	0
Sex offenses (rape, fondling, incest, statutory rape)	2025	0	0	0	0	0
Robbery	2023	0	0	0	0	0
Robbery	2024	0	0	0	0	0
Robbery	2025	0	0	0	0	0
Aggravated assault	2023	0	0	0	0	0
Aggravated assault	2024	0	0	0	0	0
Aggravated assault	2025	0	0	0	0	0
Burglary	2023	0	0	0	0	0
Burglary	2024	0	0	0	0	0
Burglary	2025	0	0	0	0	0
Motor vehicle theft	2023	0	0	0	0	0
Motor vehicle theft	2024	0	0	0	0	0
Motor vehicle theft	2025	0	0	0	0	0
Arson	2023	0	0	0	0	0
Arson	2024	0	0	0	0	0
Arson	2025	0	0	0	0	0
Larceny-theft	2023	0	0	0	0	0
Larceny-theft	2024	0	0	0	0	0
Larceny-theft	2025	0	0	0	0	0
Simple assault	2023	0	0	0	0	0
Simple assault	2024	0	0	0	0	0
Simple assault	2025	0	0	0	0	0
Intimidation	2023	0	0	0	0	0
Intimidation	2024	0	0	0	0	0
Intimidation	2025	0	0	0	0	0
Destruction/damage/vandalism of property	2023	0	0	0	0	0

Offense	Year	On campus	Residential facilities	Non-campus	Public property	Total
Destruction/damage/vandalism of property	2024	0	0	0	0	0
Destruction/damage/vandalism of property	2025	0	0	0	0	0

All cells are zero. This table is required even when no hate crimes were reported. Sex offenses are grouped for hate-crime disclosure; none of the Table 1 sex-offense counts were bias-motivated.

Table 5. Hate crimes by category of bias — Mission Viejo Campus (2023–2025)

Bias category	2023	2024	2025
Race	0	0	0
Religion	0	0	0
Sexual orientation	0	0	0
Gender	0	0	0
Gender identity	0	0	0
Ethnicity	0	0	0
National origin	0	0	0
Disability	0	0	0

Zero in each year and each bias category. A hate crime is counted once per offense in Table 4 and once in the applicable bias category in Table 5.

Saddleback@ATEP Campus statistics

Saddleback@ATEP will be added as a separate campus in the U.S. Department of Education Campus Safety and Security Survey beginning with the **2026 survey** (the survey that collects calendar year 2025 statistics). Educational operations and services commenced on **August 11, 2025**. Calendar year 2025 therefore covers only a partial year, **August 11 through December 31, 2025**. The campus was not in operation during calendar years 2022, 2023, or 2024, so it was not available to be added as a separate campus in the Department of Education survey that collected those years. Tables 1A–5A of this report disclose that partial 2025 year. All cells are zero. The 2023 and 2024 cells are zero because no Saddleback Clery geography existed at 1634 Valencia Avenue before commencement.

The following tables disclose Clery Act crime statistics for the **Saddleback@ATEP campus**, 1634 Valencia Avenue, Tustin (Automotive Technology and Culinary). **On campus** is Saddleback-controlled buildings and assigned lots at 1634 Valencia. **Public property** is public streets and sidewalks immediately adjacent to and accessible from that campus. **Non-campus** of this campus: none identified. These tables do **not** include Irvine Valley College's IDEA building at 1624 Valencia Avenue.

Saddleback@ATEP operating calendar for Clery disclosure

Calendar year	Campus status	Clery statistics
2023	Not in operation	0 — no Saddleback Clery geography at 1634 Valencia; educational operations had not commenced.
2024	Not in operation	0 — no Saddleback Clery geography at 1634 Valencia; educational operations had not commenced.
2025	Open August 11–December 31	0 — no Clery-reportable offenses from commencement through year-end (SCPD records and Tustin PD letter).

Education operations / services commencement: August 11, 2025 (grand opening). Three calendar years are shown as required by Clery. 2023 and 2024 zeros mean the campus did not exist, not that crimes were omitted.

How to read ATEP zeros. Education operations / services commencement: August 11, 2025. Tables 1A–5A remain zero for 2023 and 2024 because Saddleback@ATEP was not yet in educational operation. 2025 is zero for the operating period (August 11–December 31, 2025) because SCPD records and the Tustin Police Department statistical letter noted **no Clery-reportable offenses** (including adjacent public property). Zeros mean none were reportable — not that the campus was omitted.

Table 1A. Criminal offenses — Saddleback@ATEP Campus (2023-2025)

Offense type	Year	On campus	Residential facilities	Non-campus	Public property	Total	Unfounded
Murder & non-negligent manslaughter	2023	0	0	0	0	0	0
Murder & non-negligent manslaughter	2024	0	0	0	0	0	0
Murder & non-negligent manslaughter	2025	0	0	0	0	0	0
Negligent manslaughter	2023	0	0	0	0	0	0
Negligent manslaughter	2024	0	0	0	0	0	0
Negligent manslaughter	2025	0	0	0	0	0	0
Any forcible sex offense — total	2023	0	0	0	0	0	0
Any forcible sex offense — total	2024	0	0	0	0	0	0
Any forcible sex offense — total	2025	0	0	0	0	0	0
Rape	2023	0	0	0	0	0	0
Rape	2024	0	0	0	0	0	0
Rape	2025	0	0	0	0	0	0
Fondling	2023	0	0	0	0	0	0
Fondling	2024	0	0	0	0	0	0
Fondling	2025	0	0	0	0	0	0
Any non-forcible sex offense — total	2023	0	0	0	0	0	0
Any non-forcible sex offense — total	2024	0	0	0	0	0	0
Any non-forcible sex offense — total	2025	0	0	0	0	0	0
Incest	2023	0	0	0	0	0	0
Incest	2024	0	0	0	0	0	0
Incest	2025	0	0	0	0	0	0
Statutory rape	2023	0	0	0	0	0	0
Statutory rape	2024	0	0	0	0	0	0
Statutory rape	2025	0	0	0	0	0	0
Robbery	2023	0	0	0	0	0	0
Robbery	2024	0	0	0	0	0	0
Robbery	2025	0	0	0	0	0	0
Aggravated assault	2023	0	0	0	0	0	0
Aggravated assault	2024	0	0	0	0	0	0

Offense type	Year	On campus	Residential facilities	Non-campus	Public property	Total	Unfounded
Aggravated assault	2025	0	0	0	0	0	0
Burglary	2023	0	0	0	0	0	0
Burglary	2024	0	0	0	0	0	0
Burglary	2025	0	0	0	0	0	0
Motor vehicle theft	2023	0	0	0	0	0	0
Motor vehicle theft	2024	0	0	0	0	0	0
Motor vehicle theft	2025	0	0	0	0	0	0
Arson	2023	0	0	0	0	0	0
Arson	2024	0	0	0	0	0	0
Arson	2025	0	0	0	0	0	0
Three-year total (primary offenses)		0	0	0	0	0	0

Education operations / services commencement: August 11, 2025. 2023 and 2024 are zero because the campus was not in operation. 2025 (August 11–December 31) is zero: no Clery-reportable criminal offenses in SCPD records or the Tustin PD statistical letter (including adjacent public property). Unfounded: none. Residential facilities: none. Do not copy IVC ATEP/IDEA statistics into these cells.

Table 2A. VAWA offenses — Saddleback@ATEP Campus (2023–2025)

Offense	Year	On campus	Residential facilities	Non-campus	Public property	Total
Domestic violence	2023	0	0	0	0	0
Domestic violence	2024	0	0	0	0	0
Domestic violence	2025	0	0	0	0	0
Dating violence	2023	0	0	0	0	0
Dating violence	2024	0	0	0	0	0
Dating violence	2025	0	0	0	0	0
Stalking	2023	0	0	0	0	0
Stalking	2024	0	0	0	0	0
Stalking	2025	0	0	0	0	0
Three-year total		0	0	0	0	0

No domestic violence, dating violence, or stalking was recorded at Saddleback@ATEP. 2023–2024: campus not in operation. 2025 (from August 11 commencement): none in SCPD records or the Tustin PD statistical letter.

Table 3A. Arrests and disciplinary referrals — Saddleback@ATEP Campus (2023–2025)

Offense	Year	Arrests — on campus	Arrests — residential	Arrests — non- campus	Arrests — public property	Arrests — total	Referrals — on campus	Referrals — residential	Referrals — non- campus	Referrals — public property	Referrals — total
Drug violations	2023	0	0	0	0	0	0	0	0	0	0
Drug violations	2024	0	0	0	0	0	0	0	0	0	0
Drug violations	2025	0	0	0	0	0	0	0	0	0	0
Liquor law violations	2023	0	0	0	0	0	0	0	0	0	0
Liquor law violations	2024	0	0	0	0	0	0	0	0	0	0
Liquor law violations	2025	0	0	0	0	0	0	0	0	0	0
Weapons violations	2023	0	0	0	0	0	0	0	0	0	0
Weapons violations	2024	0	0	0	0	0	0	0	0	0	0
Weapons violations	2025	0	0	0	0	0	0	0	0	0	0
Three-year total		0	0	0	0	0	0	0	0	0	0

No arrests or disciplinary referrals for drug, liquor, or weapons violations were recorded at Saddleback@ATEP. 2023–2024: campus not in operation. 2025 (from August 11 commencement): none in SCPD records or the Tustin PD statistical letter.

There were no reported hate crimes at Saddleback@ATEP. Calendar years 2023 and 2024 predate educational operations (commenced August 11, 2025). For August 11–December 31, 2025, the Tustin Police Department statistical letter and SCPD records noted no Clery-reportable offenses, including hate crimes, for on-campus property at 1634 Valencia Avenue, adjacent public property, and noncampus of this campus (none identified), in all eight bias categories.

Table 4A. Hate crimes by offense and geography — Saddleback@ATEP Campus (2023-2025)

Offense	Year	On campus	Residential facilities	Non-campus	Public property	Total
Murder & non-negligent manslaughter	2023	0	0	0	0	0
Murder & non-negligent manslaughter	2024	0	0	0	0	0
Murder & non-negligent manslaughter	2025	0	0	0	0	0
Sex offenses (rape, fondling, incest, statutory rape)	2023	0	0	0	0	0
Sex offenses (rape, fondling, incest, statutory rape)	2024	0	0	0	0	0
Sex offenses (rape, fondling, incest, statutory rape)	2025	0	0	0	0	0
Robbery	2023	0	0	0	0	0
Robbery	2024	0	0	0	0	0
Robbery	2025	0	0	0	0	0
Aggravated assault	2023	0	0	0	0	0
Aggravated assault	2024	0	0	0	0	0
Aggravated assault	2025	0	0	0	0	0
Burglary	2023	0	0	0	0	0
Burglary	2024	0	0	0	0	0
Burglary	2025	0	0	0	0	0
Motor vehicle theft	2023	0	0	0	0	0
Motor vehicle theft	2024	0	0	0	0	0
Motor vehicle theft	2025	0	0	0	0	0
Arson	2023	0	0	0	0	0
Arson	2024	0	0	0	0	0
Arson	2025	0	0	0	0	0
Larceny-theft	2023	0	0	0	0	0
Larceny-theft	2024	0	0	0	0	0
Larceny-theft	2025	0	0	0	0	0
Simple assault	2023	0	0	0	0	0
Simple assault	2024	0	0	0	0	0
Simple assault	2025	0	0	0	0	0
Intimidation	2023	0	0	0	0	0
Intimidation	2024	0	0	0	0	0
Intimidation	2025	0	0	0	0	0
Destruction/damage/vandalism of property	2023	0	0	0	0	0

Offense	Year	On campus	Residential facilities	Non-campus	Public property	Total
Destruction/damage/vandalism of property	2024	0	0	0	0	0
Destruction/damage/vandalism of property	2025	0	0	0	0	0

All cells are zero. Required even when no hate crimes were reported. 2023–2024: campus not in operation (commencement August 11, 2025). 2025 operating period: none reported.

Table 5A. Hate crimes by category of bias — Saddleback@ATEP Campus (2023–2025)

Bias category	2023	2024	2025
Race	0	0	0
Religion	0	0	0
Sexual orientation	0	0	0
Gender	0	0	0
Gender identity	0	0	0
Ethnicity	0	0	0
National origin	0	0	0
Disability	0	0	0

Zero in each year and each bias category. 2023–2024 predate commencement; 2025 operating period had no hate crimes.

Correction of 2023 ASR: one reported motor vehicle theft was determined unfounded after investigation by sworn officers. It is disclosed as Unfounded 1 and is not included in On campus or Total.

Record Retention

All statistical information gathered from the South Orange County Community College District shall follow Administrative Regulation AR 3310, South Orange County Community College District, General Institution, Record Retention and Destruction.

“Records” means all records, maps, books, papers, data processing output, and documents of the District required by law and regulations to be kept, including but not limited to records created originally by computer and “electronically stored information” (“ESI”), as that term is defined by the Federal Rules of Civil Procedure.

How to Obtain This Report

This Annual Security Report is prepared by the Saddleback College Police Department in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and 34 CFR 668.41(e) and 668.46.

Annual distribution. By October 1 of each year, the College sends notice of this report to **every enrolled student** and **every current employee** at the College-assigned email address. The notice states that the report is available, describes its contents (campus security policies and three years of Clery crime statistics), gives the exact internet address of the current edition, and states that a paper copy is available on request at no charge. Students who enroll, and employees who are hired, after the October 1 notice receive the same notice at enrollment or hire.

Current edition (URL). The current Annual Security Report is posted at <https://www.saddleback.edu/police> (*<https://www.saddleback.edu/police>*).

Paper copy. Request a printed copy at no charge from the Saddleback College Police Department, Parking Lot 2, 28000 Marguerite Parkway, Mission Viejo, CA 92692, telephone [949-582-4585](tel:949-582-4585), during public hours, or from the Automotive Technology or Culinary program offices at Saddleback@ATEP, 1634 Valencia Avenue, Tustin. Questions about the report, the Daily Crime Log, or Clery geography (including Saddleback@ATEP) may be directed to SCPD.

Document accessibility

This digital edition is prepared to conform to the Web Content Accessibility Guidelines (WCAG) 2.1 Level AA, the technical standard adopted by the U.S. Department of Justice for Title II of the Americans with Disabilities Act (ADA) for state and local government web content.

- Semantic headings, lists, and data tables with captions and header cells.
- Text alternatives for photographs and the Clery geography map.
- Keyboard-operable navigation, skip links, and a visible focus indicator.
- Body-text color contrast of at least 4.5:1, and links distinguished by underline as well as color.
- Text that can be resized; tables remain readable with horizontal scrolling where needed.
- A Word file that uses built-in Heading styles, document language, and image alternative text.

If you need this report in an alternate format (large print, braille, audio, or another accessible medium), contact the Saddleback College Police Department at [949-582-4585](tel:949-582-4585), or visit the station in Parking Lot 2.

Appendix. Alcohol and Other Drug Prevention Programs — 2026 Biennial Review



Alcohol and Other Drug Prevention Programs

2026 Biennial Review

Academic Years 2024–2025 and 2025–2026

Saddleback College · Drug-Free Schools and Campuses Regulations [EDGAR Part 86]

This appendix is the College's 2026 biennial review of its Alcohol and Other Drug (AOD) prevention program (September 22, 2026), included with the Annual Security Report for Drug-Free Schools and Communities Act (DFSCA) compliance. It replaces the prior draft of this appendix.

Alcohol and Other Drug (AOD) Prevention Certification

The undersigned certifies that it has adopted and implemented an alcohol and other drug prevention program for its students and employees that, at a minimum, includes:

1. The annual distribution to each employee, and to each student who is taking one or more classes for any kind of academic credit except for continuing education units, regardless of the length of the student's program of study, of:
 - Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use and distribution of illicit drugs and alcohol by students and employees on its property or as part of any of its activities.
 - A description of the applicable legal sanctions under local, state and federal law for the unlawful possession or distribution of illicit drugs and alcohol.
 - A description of the health risks associated with the use of illicit drugs and the abuse of alcohol.
 - A description of any drug or alcohol counseling, treatment, rehabilitation or re-entry programs that are available to employees or students.
 - A clear statement that the institution will impose disciplinary sanctions on students and employees (consistent with state and federal law), and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct. A disciplinary sanction may include the completion of an appropriate rehabilitation program.
2. A biennial review by the institution of its alcohol and other drug prevention comprehensive program to:

- Determine its effectiveness and implement changes to its comprehensive alcohol and other drug prevention program and policies, if they are needed.
- Ensure that its disciplinary sanctions are consistently enforced.

Saddleback College

28000 Marguerite Parkway

Mission Viejo, CA 92692

Dr. Lonita Cordova, Ph.D.

President

Introduction

The Drug-Free Schools and Campuses Regulations (34 CFR Part 86) of the Drug-Free Schools and Communities Act (DFSCA) require an institution of higher education (IHE) that receives federal funds to certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol. This applies to all Saddleback College students and employees on its premises or as a part of any of its activities.

Saddleback College, a college of the South Orange County Community College District (SOCCCD), acknowledges its legal obligation to conduct an Alcohol and Other Drug (AOD) Prevention Programs biennial review. This review, completed in 2026, will include information for the academic years 2024–2025 and 2025–2026.

Saddleback College abides by SOCCCD's Board Policy 3550 (https://www.socccd.edu/sites/default/files/2025-10/3550-bp_drug_free_environment_and_drug_and_alcohol_abuse_prevention_program_10.20.25.pdf); Administrative Regulation 3550 (https://www.socccd.edu/sites/default/files/2025-09/3550-ar_drug_free_environment_and_drug_and_alcohol_abuse_prevention_program_9.18.25.pdf); other applicable SOCCCD administrative regulations; and local, state, and federal laws for a drug-free and alcohol abuse-free environment.

Biennial Review Process

In an effort to conduct this review, Angelito Dela Cruz, Director of the Student Health and Wellness Center collaborated with a team that included the following members:

- Elaine Lipiz Gonzales, Dean of Students
- Lisa Schenitzki, Psychological Health Services Supervisor
- Richard Nelson, Chief of Police

The intent of this document is to:

1. Determine the program's effectiveness and any needed changes
2. Determine the number of drug and alcohol-related violations and fatalities on campus or as part of college activities
3. Identify the number and type of sanctions imposed as a result of drug and alcohol-related violations
4. Ensure that the sanctions are consistently enforced

Program Inventory

Saddleback College offers a variety of drug-free and alcohol abuse-free events, activities, programs, and resources that are created and promoted throughout the campus via email communications, flyers, posters, informational tables, classroom presentations, and the college website.

Drug-Free and Alcohol Abuse-Free Events and Activities

Campus events and activities where drug-free and alcohol abuse-free resources are promoted include the Involvement Fair, student activities on campus and in the Quad, and other campus wellness events. Information on drug and alcohol abuse prevention is provided to students through the online new student orientation and student handbook.

Opioid Overdose Prevention

Naloxone is a life-saving medication that can reverse an opioid overdose. Naloxone is safe and easy to use and works almost immediately. It is available over the counter, without a prescription at pharmacies, convenience stores, grocery stores, and online. Naloxone is available on campus at the Student Health and Wellness Center, the Campus Police Department, and in all automatic external defibrillator (AED) boxes.

Fentanyl test strips can be used to detect the presence of the powerful opioid fentanyl in various drugs, helping to prevent overdoses. Fentanyl test strips are available on campus at the Student Health and Wellness Center.

New students are provided information on opioid use and overdose prevention through the online student orientation and through the Student Health and Wellness Center's classroom outreach presentations occurring regularly each semester.

Alcohol and Cannabis eCHECKUP TO GO Programs

All students have access to the Alcohol and Cannabis eCHECKUP TO GO programs. The eCHECKUP TO GO programs are an innovative suite of evidence-based online well-being tools designed to be personalized and interactive for students. The eCHECKUP TO GO web-based applications support lasting behavioral change for prevention or intervention through brief, self-guided programs that each take about 15–20 minutes to complete. The eCHECKUP TO GO web-based applications also connect students with local resources and programs.

Alcohol eCHECKUP TO GO and Cannabis eCHECKUP TO GO are interactive, online programs that provide students with immediate, confidential, and personalized feedback about alcohol and cannabis use and how their use might affect their health and personal goals. Because they are brief and personalized to the student's current behaviors, individuals can complete a "check-up" on multiple occasions to track changes in use and risk behavior. They can be completed anonymously. When completed anonymously, students can answer honestly and receive more-accurate feedback knowing that their answers are safe and non-identifiable.

The Alcohol eCHECKUP TO GO program is recognized as a highly effective intervention by the National Institute on Alcohol Abuse and Alcoholism. Numerous published peer reviewed outcome studies consistently demonstrate that Alcohol eCHECKUP TO GO significantly reduces drinking and negative consequences.

Number of students who completed the eCHECKUP TO GO programs

Program	2024–2025	2025–2026
Alcohol eCHECKUP TO GO	3	1
Cannabis eCHECKUP TO GO	4	1
Total	7	2

Alcohol101+

Alcohol101+ is an engaging digital alcohol education program for college-age students. This program includes content on the consequences and dangers of binge drinking, blood alcohol concentration and standard drink education, alcohol's impact on the brain and body, bystander intervention skills, risk reduction strategies, and decision-making skills. Throughout the program, students receive individualized feedback and are provided resources tailored to their own experiences with and perceptions of alcohol.

Number of students who accessed Alcohol101+

Academic year	Number of students
2024–2025	7
2025–2026	0

Student Health and Wellness Center Health Services

The Student Health and Wellness Center (SHWC) provides students with medical services, psychological services, health education, and health referrals to community resources. Students can seek help at the Student Health and Wellness Center for concerns related to drugs and alcohol. Confidential health services are offered to students in-person and via telehealth. The health services team includes a medical director, nurse practitioners, registered nurses, medical assistants, clinical psychologists, and doctoral psychology interns dedicated to providing high-quality, compassionate care to students.

Number of students who received health services at the SHWC related to mental and behavioral disorders due to psychoactive substance use

Academic year	Number of students
2024–2025	2
2025–2026	6

The Student Health and Wellness Center regularly provides outreach presentations to classrooms each semester, providing students and faculty with information about the health services available at the Student Health and Wellness Center and additional health information. The Student Health and Wellness Center also provides health workshops to students and partners with other health organizations to provide additional health workshops to students and staff.

Classroom outreach presentations completed by SHWC

Academic year	Presentations completed
2024–2025	146
2025–2026	78

Employee Assistance Programs

Employees and family members are eligible for free visits with licensed professionals through the confidential Employee Assistance Programs (EAP). The confidential EAP is available 24/7, 365 days a year. It can help employees and family members manage stress, anxiety, depression, and alcohol and substance abuse and assist with referrals to community resources.

Free monthly online EAP seminars on emotional-wellness are also offered to employees and family members and are easily accessible with no registration needed.

Policy Inventory

Listed below are the SOCCCD Administrative Regulations (AR) relevant to this biennial review.

- AR 3550 – Drug-Free Environment and Drug and Alcohol Abuse Prevention Program
- AR 3560 – Alcoholic Beverages
- AR 3570 – Smoke and Tobacco Free District
- AR 5500 – Standards of Student Conduct and Discipline Procedures
- AR 3050 – Institutional Code of Ethics
- AR 3055 – Institutional Code of Conduct

Description of the Alcohol and Other Drug Prevention Program Elements

Promotion of Alcohol-Free Events and Activities

Saddleback College is dedicated to programming and facilitating alcohol-free events and activities for students. None of our student events make any mention of or promote alcohol or other drugs.

Creation of Volunteer Opportunities

Student clubs and organizations offer and promote social and extracurricular opportunities that do not involve alcohol or other drugs. These groups provide students with valuable experiences in organizing events, volunteering, leadership development, communication, and engagement in campus life. Participation in clubs, Associated Student Government, leadership programs, and other campus activities helps students build social, personal, and professional competencies while fostering a sense of community and belonging on campus.

Alcohol-Free Student Centers on Campus

Alcohol-free student centers on campus, such as the Multicultural Center, are available to provide students with welcoming spaces where they can gather, find support, and build community.

Normative Environment

The interactive, online programs Alcohol eCHECKUP TO GO, Cannabis eCHECKUP TO GO, and Alcohol101+ provide students with personalized normative feedback. Students receive personalized and confidential information about their alcohol and cannabis use in comparison with actual use by their peers to correct student misperceptions of social norms for alcohol and substance use.

Promotion of Pro-Health Messages on Campus

Pro-health messages that have been promoted on campus include flyers, brochures, and posters with information on the prevention of alcohol and substance misuse and overdose. Flyers, brochures, and posters are strategically placed in heavy student traffic areas, such as inside the College Center and the Student Health and Wellness Center. Pro-health information is also posted on the Student Health and Wellness Center website.

Drug-Free Campus

Saddleback College is designated as a drug-free facility and complies with all local, state, and federal laws pertaining to illicit drugs and controlled substances. Such laws are strictly enforced by the Campus Police Department.

Alcohol Restriction on Campus

Consumption of alcoholic beverages at Saddleback College is restricted and only permitted under certain circumstances. Alcoholic beverages on campus are permitted if pre-approved by the college president and Chancellor or designee when the alcoholic beverage is beer or wine for use as part of a culinary arts program. Possession, consumption, or selling of alcoholic beverages on campus requires a license or permit obtained for special events at a time when students are not on the grounds. No alcoholic beverages can be acquired, possessed, or used at a football game or other athletic contest sponsored by the District. Saddleback College complies with state laws and regulations pertaining to alcohol on campus. It is also a violation of Administrative Regulation 3560 for anyone to consume or possess alcohol in any public or private area of campus without District approval. Alcohol laws are strictly enforced by the Campus Police Department.

Restriction on Alcohol Advertising on Campus

Saddleback College does not allow the marketing and promotion of alcohol and other drugs on campus.

Restriction on Alcohol Industry Sponsorship of On-Campus Events

There are no on-campus events that are sponsored by the alcohol industry.

Policy Development and Enforcement

Policies are in place to prevent the abuse or unlawful possession, use, or distribution of alcohol and illicit drugs by all students and employees on college premises or as part of any of its activities. Board policies and administrative regulations are reviewed regularly by the Board Policy and Administrative Regulation Advisory Council and are consistently enforced.

The enforcement of alcohol laws and laws related to controlled substances on college premises is the primary responsibility of the Campus Police Department. The Saddleback College Disciplinary Officer consistently responds to student disciplinary problems, including student violations of District board policies and administrative regulations. Any employee who violates the District standards of conduct will be subject to appropriate personnel action, in accordance with the collective bargaining agreements and applicable board policies.

Arrests and disciplinary referrals for selected offenses

Offense	2024–2025 arrests	2025–2026 arrests	2024–2025 disciplinary referrals	2025–2026 disciplinary referrals
Drug violations	0	0	0	0
Liquor law violations	0	0	0	0
Total	0	0	0	0

Source: Saddleback College Alcohol and Other Drug Prevention Programs 2026 Biennial Review (September 22, 2026), academic years 2024–2025 and 2025–2026.

Statement of AOD Prevention Program Goals and Discussion of Goal Achievement

Goal 1: Increase awareness about the risks associated with alcohol abuse and substance misuse by providing information and resources to students and employees.

Outcome: The Saddleback College Student Health and Wellness Center continues to annually distribute the AOD policy notification to students. District Human Resources continues to annually distribute the AOD policy notification to employees. The AOD policy outlines standards of conduct, possible legal sanctions and penalties, statements of the health risks associated with AOD abuse, programs available to students and employees, and disciplinary sanctions for violations of the standards of conduct.

The Student Health and Wellness Center continues to provide health education to students. Additional health information and resources related to the prevention of alcohol abuse and other substance misuse are regularly promoted throughout the campus via email communications, flyers, informational tables, presentations, and the college website.

Goal 2: Make resources related to alcohol and drug concerns and healthy living available to students and employees.

Outcome: The Student Health and Wellness Center continues to provide students with medical services, psychological services, health education, and health referrals to community resources related to alcohol and drug concerns. The Employee Assistance Program continues to be available to employees and family members for free, confidential visits with licensed professionals and referrals to community resources related to managing stress, anxiety, depression, and alcohol and substance abuse. Additional health information and resources are regularly promoted throughout the campus via email communications, flyers, informational tables, presentations, and the college website.

Goal 3: Monitor student incident reports related to alcohol and drug use.

Outcome: Saddleback College provides ongoing education for members of the campus community for the purpose of incident reporting related to concerning behavior. Saddleback continues to monitor student incident reports related to alcohol and drug use using Maxient, which is a secure case management software for submitting and tracking incident reports related to concerning behavior. The Disciplinary Officer and/or Behavioral Intervention Team review and respond to the reports according to relevant Saddleback policies and procedures. The Campus Police Department continues to enforce alcohol laws and laws related to controlled substances on college premises.

Summary of AOD Prevention Program Strengths and Weaknesses

Program Strengths

Comprehensive Prevention and Education Efforts

Saddleback College provides a broad range of alcohol and other drug prevention initiatives through campus events, classroom presentations, online resources, printed materials, and email communications. Saddleback College also utilizes confidential, interactive online modules to screen and educate students on cannabis and alcohol risk patterns. Students receive information regarding substance misuse, substance misuse prevention, opioid overdose prevention, and available support services through multiple communication channels throughout the academic year.

Strong Health and Wellness Resources

The Student Health and Wellness Center offers integrated medical, psychological, health education, and referral services to address alcohol and substance-related concerns. Students have access to confidential in-person and telehealth services provided by licensed healthcare professionals. Saddleback College offers students the eCHECKUP TO GO programs and Alcohol101+, which provide personalized, evidence-based online interventions that are designed to motivate students to make positive changes and enhance overall well-being and mental health. Employees and eligible family members have access to confidential Employee Assistance Program services, including counseling and referrals for substance use concerns.

Opioid Overdose Prevention Measures

Naloxone is readily available throughout campus, including in all automated external defibrillator (AED) boxes, the Student Health and Wellness Center, and the Campus Police Department. Fentanyl test strips are available to students through the Student Health and Wellness Center. Opioid overdose prevention information is incorporated into student orientation and health education outreach activities.

Strong Policy Framework and Enforcement

Saddleback College maintains comprehensive policies and administrative regulations addressing alcohol, drugs, employee conduct, and student conduct. Policies are reviewed regularly through established governance processes. Campus Police, the Disciplinary Officer, and Human Resources address policy violations and concerning behavior.

Low Number of Serious Drug and Alcohol Violations

No arrests for drug violations or liquor law violations were reported during the review period. Saddleback College continues to monitor incidents through Maxient case management software and responds appropriately through established intervention and disciplinary processes.

Extensive Student Outreach

The Student Health and Wellness Center conducted a substantial number of classroom outreach presentations, reaching students through 146 presentations in 2024–2025 and 78 presentations in 2025–2026. Regular outreach helps increase awareness of health services and available prevention resources.

Program Weaknesses

Low Utilization of Online AOD Prevention Programs

Participation in the Alcohol eCHECKUP TO GO, Cannabis eCHECKUP TO GO, and Alcohol101+ programs remains very limited. Low participation limits the overall impact of these evidence-based prevention tools.

Limited Visibility of Prevention Programming

Despite the availability of numerous resources and services, low participation in online prevention programs suggests that awareness and engagement may be insufficient.

Potential Underreporting and Limited Student Engagement

Although only a few student referrals related to alcohol or drug concerns were submitted to the Disciplinary Officer and Behavioral Intervention Team, it is unclear whether these numbers fully reflect the prevalence of substance use concerns among students. In addition, community college students often have limited campus engagement due to commuting, making outreach more difficult.

Procedures for Distributing Annual AOD Notification to Students and Employees

Saddleback College has its Drug and Alcohol Abuse Prevention Program (DAAPP) (see AOD Appendix A), which includes the following:

- A description of the health risks associated with alcohol abuse and the use of illegal drugs
- A description of any treatment, counseling, rehabilitation, or re-entry programs available
- A description of the standards of conduct for students and employees
- A statement of the disciplinary measures regarding alcohol and illegal drug use by students and employees
- A description of applicable legal sanctions under local, state, and federal laws

The Student Health and Wellness Center distributes the information required by the Drug-Free Schools and Communities Act Amendments of 1989 to each student each semester via email. This email (see AOD Appendix B) includes a direct link to the online DAAPP.

The Vice Chancellor of Human Resources annually distributes the information required by the Drug-Free Schools and Communities Act Amendments of 1989 to each employee. This email (see AOD Appendix C) includes a direct link to the online DAAPP. Human Resources also distributes the DAAPP to newly hired employees.

Information on the AOD policies is also located on the District website, Student Health and Wellness Center website, and student handbook.

Recommendations for Revising AOD Prevention Programs

The Saddleback College AOD Prevention Program demonstrates strong compliance with Drug-Free Schools and Communities Act requirements through comprehensive policies, accessible health services, opioid overdose prevention efforts, ongoing educational outreach, and effective monitoring of incidents. The primary area for improvement is enhancing awareness campaigns and marketing to increase student utilization of and engagement with the online evidence-based AOD prevention programs.

AOD Appendix A. District's Drug and Alcohol Abuse Prevention Program

This regulation is intended to comply with the minimum requirements of the Drug-Free Schools and Communities Act of 1989 for all colleges in the District and District Services. This act requires that all colleges in the District adopt and implement a drug and alcohol abuse prevention program (DAAPP) to prevent the abuse or unlawful possession, use, or distribution of alcohol and illicit drugs by all students and employees on District premises or as part of any of its activities.

The following encompasses the District's DAAPP, which is applicable to all students and employees of the District.

A. Health Risks Associated with the Use of Illicit Drugs and/or the Abuse of Alcohol

1. Substance abuse can cause extremely serious health and behavioral problems, including short- and long-term effects on the body and mind. The physiological and psychological responses differ according to the chemical ingested; although chronic health problems are associated with long-term substance abuse, acute and traumatic reactions can occur from one-time and moderate use.
2. Drugs such as LSD, amphetamines, marijuana, cocaine, and alcohol alter emotions, cognition, perception, physiology, and behavior. Drug use during pregnancy may result in miscarriage, fetal damage, and birth defects causing hyperactivity, neurological abnormalities, developmental difficulties, and infant death. Alcohol acts as a depressant to the central nervous system and can cause serious short- and long-term damage. Short-term effects include nausea, vomiting, and ulcers; more chronic abuse can lead to brain, liver, kidney, and heart damage and even eventual death. Ingesting a large amount of alcohol at one time can lead to alcohol poisoning, coma, and death.
3. Acute health problems as a result of alcohol and drug use may include heart attack, stroke, and sudden death, which, in the case of drugs such as cocaine, can be triggered by first time use. Long lasting health effects of drugs and alcohol may include disruption of normal heart rhythm, high blood pressure, blood vessel leaks in the brain, destruction of brain cells, and permanent memory loss, infertility, impotence, immune system impairment, kidney failure, cirrhosis of the liver, and pulmonary (lung) damage.

B. Counseling, Treatment, Rehabilitation or Re-Entry Programs

1. The District offers a wide variety of educational opportunities to its students, employees, and the community that address alcohol and other drug-related issues. Information about formal courses is available in the college catalogs, class schedules, and through the counseling centers. Additional educational opportunities include awareness activities, conferences, workshops, films/videos, and lectures, some of which are offered in conjunction with other colleges and community agencies. These activities are publicized at each college and District Services.
2. Students can seek help through the Student Health and Wellness Centers. Professionals provide assistance for students with alcohol or drug problems, including crisis intervention, education, and/or referral.

Students may be referred to groups or agencies such as the following:

- Alcoholics Anonymous
- Narcotics Anonymous
- Co-Dependents Anonymous

- Other appropriate self-help groups
- Local hospitals for inpatient/outpatient programs
- Private treatment agencies

Employees of the District will be referred to or have the ability to take part in drug and alcohol counseling, treatment, and rehabilitation programs, including:

- Alcoholics Anonymous
- Narcotics Anonymous
- Co-Dependents Anonymous
- Other appropriate self-help groups
- Private treatment agencies
- Treatment and counseling options available through the District's Employee Assistance Program (EAP), which are designed as confidential assistance and support programs for employees in crisis
- Inpatient and outpatient counseling and treatment programs currently offered through the employee's medical provider
- Paid leave or unpaid leave to attend inpatient and outpatient drug or alcohol treatment programs

Opioid Overdose

The District shall provide, as part of established campus orientations, educational and preventive information provided by the State Department of Public Health about opioid overdose and the use and location of fentanyl test strips and opioid overdose reversal medication to students at all campuses. Each campus health center shall apply to distribute dosages of a federally approved opioid overdose reversal medication and participate in the Naloxone Distribution Project administered by the State Department of Health Care Services.

Upon approval to distribute dosages of a federally approved opioid overdose reversal medication and participation in the Naloxone Distribution Project, each campus health center will distribute a federally approved opioid overdose reversal medication obtained through the Naloxone Distribution Project. Each campus health center will also stock and distribute drug testing devices and fentanyl test strips in the campus health center. The campus health center will distribute written instructions on how to properly use the fentanyl test strips together with the fentanyl test strips themselves.

C. Standards of Conduct

1. The District shall be free from all federally unlawful drugs and from the unlawful possession, use, or distribution of alcohol and illicit drugs by students and employees.
2. The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance, as defined in Schedules I–V of Section 202 of the Controlled Substances Act (21 U.S.C. 812), is prohibited on District property, during District-sponsored field trips, activities, or workshops, and in any facility or vehicle operated by the District.
3. The possession, sale, or furnishing of alcohol on campus is governed by California state law and this regulation. The possession, sale, consumption, or furnishing of alcohol is controlled by the California Department of Alcoholic Beverage Control.

4. The enforcement of alcohol laws on college premises is the primary responsibility of the Campus Police Department. Each college within the District and District Services has been designated “Drug Free,” and only under certain circumstances is the consumption of alcohol permitted.
5. It is unlawful to sell, furnish, or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal. It is also a violation of this regulation for anyone to consume or possess alcohol at any District facility without prior District approval.
6. Organizations or groups violating alcohol or substance policies, regulations, or laws may be subject to sanctions by the District.
7. In addition to this regulation, Administrative Regulation (AR) 5500 Standards of Student Conduct and Discipline Procedures, which applies to all District students, clearly prohibits the unlawful possession, use, or distribution of alcohol or illicit drugs on District property or as part of any District or college activity.
8. As a condition of continued employment in this District, which accepts federal grants, an employee will notify the District of any criminal drug statute conviction, including a plea of nolo contendere, occurring in the workplace. Said notice shall be delivered no later than five (5) days after such conviction.

D. Disciplinary Action

1. Any employee who violates the standards of conduct enumerated in this regulation will be subject to appropriate personnel action, in accordance with the collective bargaining agreements and applicable Board Policies, which may include termination of employment or, consistent with local, state, or federal law, referral for prosecution.
2. Any student who violates the standards of conduct enumerated in this regulation will be subject to appropriate disciplinary action as described in AR 5500 Standards of Student Conduct and Discipline Procedures.
3. Consistent with local, state, or federal law, any student or employee who violates this regulation may also be referred for satisfactory participation in an alcohol or drug abuse assistance or rehabilitation program.

E. Legal Sanctions

1. The Federal Controlled Substances Act, 21 U.S.C. §§ 801 et seq., prescribes federal penalties and sanctions for illegal trafficking and possession of a controlled substance. A summary of this information is available in the U.S. Drug Enforcement Administration’s (DEA) “Drugs of Abuse Resource Guide” available at <https://www.dea.gov> (<https://www.dea.gov>).
2. A separate summary of penalties and sanctions pertaining to marijuana, hashish, and hashish oil is also available in the DEA’s “Drugs of Abuse Resource Guide” at <https://www.dea.gov> (<https://www.dea.gov>).
3. Federal law has set 21 as the minimum age to purchase or possess any alcoholic beverages. Specific ordinances regarding violations of alcohol laws, including driving while intoxicated, are available from the California Department of Alcoholic Beverage Control (ABC). State laws pertaining to the possession, use, and distribution of alcohol and illicit drugs are available in the California Health & Safety Code (California Uniform Controlled Substances Act, Health & Safety Code §§ 11000 et seq.) and the California Business and Professions Code.

The following are criminal penalties for the unlawful possession of controlled substances:

- Under California state law, possession of any amount of certain controlled substances is punishable by up to one year of incarceration in a county jail, pursuant to Sections 11054 and 11350 of the Health & Safety Code. Unlawful possession of marijuana or cannabis is punishable based upon the amount involved and the age of the offender, ranging up to a fine of \$500 and six months of incarceration in a county jail, pursuant to Section 11357 of the Health & Safety Code.
- Under federal law, possession of a “controlled substance” is punishable by up to three years of imprisonment, pursuant to 21 U.S.C. §§ 802 and 844(a).

The following are criminal penalties for the unlawful distribution of controlled substances:

- Under California law, the sale of, or purchase with the intent to sell, certain controlled substances is punishable by up to four years of incarceration, pursuant to Section 11351 of the Health & Safety Code. The sale of, or purchase with the intent to sell, marijuana is punishable by a term of imprisonment in a county jail of up to three years, pursuant to Section 11359 of the Health & Safety Code and Section 1170(h) of the Penal Code.
- Under federal law, the penalties for the unlawful distribution of controlled substances are complex and are summarized in the “Mandatory Minimum Sentencing of Federal Drug Offenses” publication by the Congressional Research Service available at <https://crsreports.congress.gov> (<https://crsreports.congress.gov>).

AOD Appendix B. Copy of the Policy Distributed to Students

Annual Drug and Alcohol Abuse Prevention Program Notification

Dear Students,

As required by the Drug-Free Schools and Campuses Regulations (34 CFR Part 86) of the Drug-Free Schools and Communities Act (DFSCA), Saddleback College is providing our annual notification about the District’s Drug and Alcohol Abuse Prevention Program (DAAPP). The program includes information about drug and alcohol policies, health risks, legal and disciplinary consequences, and available support services.

View Administrative Regulation 3550 – Drug-Free Environment and Drug and Alcohol Abuse Prevention Program (https://www.socccd.edu/sites/default/files/2025-09/3550-ar_drug_free_environment_and_drug_and_alcohol_abuse_prevention_program_9.18.25.pdf)

Free Online Programs for Saddleback Students

Take 15–20 minutes to explore these free, anonymous, confidential, and interactive online programs. Each program provides immediate, personalized feedback and information to help you learn more about the health risks associated with alcohol and cannabis, make informed decisions, and support your health and well-being.

- Alcohol eCHECKUP TO GO (<https://echeckup.sdsu.edu/usa/alc/coll/saddleback/>) – Learn about health risks associated with alcohol and strategies for making informed decisions.
- Alcohol101+ (<https://app.alcohol101.plus/signin/saddleback>) – Learn about alcohol, its effects, and ways to make informed and safer choices.

- **Cannabis eCHECKUP TO GO** (<https://echeckup.sdsu.edu/usa/mj/coll/saddleback/>) – Learn about health risks associated with cannabis and strategies for making informed decisions.

If you have questions or would like additional support, the Saddleback College Student Health and Wellness Center (<https://www.saddleback.edu/student-support/student-health-wellness-center>) offers health education, mental health therapy, and other wellness resources.

Thank you for taking a few minutes to review these resources and support a safe and healthy campus community.

Sincerely,

Student Health and Wellness Center

AOD Appendix C. Copy of the Policy Distributed to Employees

Annual Update: Drugs and Alcohol Policy

Each year we are required by law to provide an update on the District's Drugs and Alcohol Policy. Drug and alcohol abuse are pervasive and serious social issues. In order to mitigate the effects of drug and alcohol abuse on our working and learning environment, our Board of Trustees has adopted Board Policy 3550 (https://www.socccd.edu/sites/default/files/2025-10/3550-bp_drug_free_environment_and_drug_and_alcohol_abuse_prevention_program_10.20.25.pdf), Drug-Free Environment and Drug and Alcohol Abuse Prevention Program. As we all begin a new spring semester with intentions and goals of doing our best to contribute toward student success, it is vital that we reaffirm our commitment to maintaining an environment free of the abuse of alcohol and other drugs. We request that you take the time to review our current policy, which states:

The District shall be free from all unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited on District property, during District-sponsored field trips, activities or workshops, and in any facility or vehicle operated under the control and use of the District.

Any student or employee who violates this policy will be subject to appropriate action, up to and including termination of employment, expulsion, and referral for prosecution; or, as permitted by law, may require satisfactory participation in an alcohol or drug abuse assistance or rehabilitation program. The Chancellor or designee shall ensure that the District annually distributes to each student and employee the information required by the Drug-Free Schools and Communities Act Amendments of 1989 and complies with other requirements of the Act.

The Chancellor or designee shall establish regulations that describe the District's drug and alcohol abuse prevention program.

Health risks associated with the use of illicit drugs and/or the abuse of alcohol:

- Health problems include hangovers, blackouts, general fatigue, impaired learning, dependency, disability and death.
- Personal problems include diminished self-esteem, depression, alienation from reality, and suicide.
- Social problems include loss of friends, academic standing, co- and extracurricular opportunities, alienation from and abuse of family members, and chronic conflict with authority.

- Economic problems include loss of job, financial aid eligibility, homes, savings and other assets.
- Legal problems include loss of driver's license, limitations on career choices, fines and jail sentences.
- Alcohol or other drug abuse addiction or dependency is a behavioral/medical problem.

This policy sets the standards for dealing with the reality of alcohol and other drug abuse. In order to help employees and their families who may be suffering from an alcohol or drug problem, the District's medical plans provide coverage for treatment of drug and alcohol addictions. The District also offers an Employee Assistance Program (EAP). This help is confidential, and is available by calling the 24-Hour Helpline at 1-855-775-4357.

More information can be easily found at the Employee Benefits page
(<https://www.socccd.edu/departments/business-services/employee-benefits>).

The distribution of this information is required by the Drug-Free Schools and Communities Act Amendments of 1989 and complies with other requirements of the Act.