



Blue Mountain Community College *Administrative Procedure*

Procedure Title: Clery Act Compliance
Procedure Number: 03-2017-0004
Board Policy Reference: IV.A.

Accountable Administrator: VP, Administrative Services
Position responsible for updating: Director, Human Resources
Original Date: January 9, 2018
Date Approved by Cabinet: 01-09-18
Authorizing Signature: *Original signature on file*
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Revised:
Reviewed:

Purpose/Principle/Definitions:

This procedure affirms Blue Mountain Community College's commitment to comply with the Jeanne Clery Disclosure of Campus Crime Statistics Act, hereafter called the "Clery Act," and formerly known as the Crime Awareness and Campus Security Act of 1990.

This procedure incorporates by reference all definitions set forth in the most current version of BMCC's Annual Campus Security & Fire Safety Report.

This procedure applies to all employees, students and prospective students, as well as visitors of BMCC at all locations.

Guideline:

It is the policy of BMCC to publish by October 1st of each school year the Annual Campus Security & Fire Safety Report ("Annual Clery Report") that informs current and prospective students and employees of the security and fire safety policies, procedures and practices described in this procedure. The Safety Officer is responsible for overseeing preparation and distribution of the Annual Clery Report. Coordination with many departments and agencies, such as state law enforcement agencies and local police agencies, is required to compile the report.

The VP, Administrative Services shall review and approve the Annual Clery Report (including all policy statements contained therein) prior to its publication each year. The Annual Clery Report shall be published on BMCC's website at

<http://www.bluecc.edu/support-services/safety/annual-security-reports>. The most current version of each Annual Clery Report is incorporated here by reference, as if set forth fully herein. Each member of the BMCC community is notified by email with a link to the report when the report is available on the Web. The report will be made available to prospective students, prospective employees, and other individuals upon request. Paper copies of the report may be requested by contacting the Safety Officer.

BMCC is committed to providing a safe learning, living and working environment. Members of the campus community are encouraged to use the Annual Clery Report as a guide for safe practices on and off-campus and centers; however, nothing in this policy or other publications of BMCC is intended to represent BMCC as an insurer of any individual's personal safety or security. Ultimately, students, employees, and visitors are expected to use caution and good judgement, and make decisions to ensure their own safety and security.

BMCC prohibits retaliation by a BMCC employee or agent against any individual for exercising their rights or fulfilling their responsibilities under any provision of the Clery Act. Any such retaliation may be the basis for disciplinary action, up to and including dismissal.

U.S. Department of Education Handbook for Campus Safety & Security Reporting
Student Right-To-Know Act
Violence Against Women Reauthorization Act of 2013