2010 Annual Clery Security Report
Introduction
Wayne County Community College District will be recognized as an institution that has achieved national and international recognition for enduring excellence as a comprehensive multi-campus community college district and has been fortunate in experiencing very few serious crimes in the past and we strive to continue to provide a safe environment for all. In 1990, Congress enacted the Crime Awareness and Campus Security Act which amended the Higher Education Act of 1965. This act required all post-secondary institutions participating in the Title IV student financial aid programs to disclose campus crime statistics and security information. The act was amended in 1992, 1998, and 2000. The 1998 amendments renamed The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act in memory of a student who was slain in her dorm room in 1986. The following information has been prepared to increase your awareness of the current programs available to you that exist to assist you in protecting your safety and well being. This information is also in compliance with the Clery Act. Some statistics, where appropriate, will be designated years 2007-2009. This will mean from January 1, 2007 to December 30, 2009.

Police Authority Department
The Wayne County Community District Police Authority Department places the highest priority on the safety of students, faculty, staff, and visitors. To assure you of the best possible protection, the District employs highly trained officers. We work in collaboration with the Michigan Institute for Public Safety Education (MIPSE), Health Science Center and the Wayne County Sheriff to provide the most professional, effective public safety services possible. This report is a part of our effort to meet that goal. This report will tell you more about us, the services we provide and be a tool you can use.

Organization
The Police Authority is a multi-faceted function within the college community organized to provide safety and security services. Organized under the Executive Vice Chancellor, each campus has its own contingent of Campus Safety Officers (CSO), and/or Police Authority Officers (PAO) supervised by a Corporal, Sergeant, and Lieutenant under the direction of a Chief.

DEPARTMENT RESPONSIBILITIES

Security
The security component surfaces in Police Authority in many areas. The Police Authority Department is responsible for the functionality of all intrusion alarms. Police Authority is the first to arrive each college day and last to leave the campus. In this capacity, Police Authority ensures all buildings are secured and alarmed.

- Additional public safety services:
- Provide crime prevention services
- Document through written reports, all activities, incidents, and investigations
- Provide active/visible patrol services; vehicle, foot, and bicycle
- Serve as a resource to campus administration
- Meet federal regulations on reporting crime statistics/procedures (Clery Act)
- Respond to all intrusion (burglar) alarms
• Jump starts on dead batteries and assist stranded motorists
• Safety escort services to all students and employees
• Issue student identification “One Cards” and parking permits
• Act as a customer service representative, provide directions to campus visitors
• First-aid kit equipment provided throughout the District.
• State mandated evacuation and fire drills
• Emergency Response program
• Communication with the campus community through, email, information bulletins posted in classrooms and hallways, Police Authority web site, and by joining and participating with various college committees
• Coordinates and manages security at athletic and other special events

Training
The Michigan Institute for Public Safety Education (MIPSE) provides prescribed training by the Michigan Commission on Law Enforcement Standards for P.A. 330 Police Authority Certification. All certified Police Authority Officers must complete annual maintenance training in:

• First-Aid and CPR
• Defensive Tactics
• Emergency Preparedness
• Legal Update

Community Oriented Policing
• Bicycle patrol
• Conduct Police Authority presentations at Faculty Organization and during Student Welcome Week
• Maintain and update Campus Safety website information
• Develop and provide Student Safety Informational Flyers regarding a variety of topics

HEALTH AND SAFETY
Life Safety Equipment
• First aid kits
• Every campus is fully protected by fire/intrusion alarm.
• Many other ancillary pieces of emergency response equipment are additionally available.
• Automatic external defibrillators

Additional Public Safety Equipment
• Mobile units
• Closed circuit television system at each campus.
• Public Safety Bicycles for the Bike Patrol Program
Accomplishments: Years 2006-2010

• Improved communication with our local law enforcement partners through meetings with all Chiefs of Police in our community
• Implemented Detex patrol accountability system
• Improved Police Authority Web page
• Developed Daily Crime Log
• Expanded and improved Field Training Program
• Police Authority has direct access to register students for the Emergency Alert System
• Increased patrol fleet
• Student Safety Corps
• Officers sworn in as a P.A. 330 Police Authority
• Automatic External Defibrillators

Current Projects Under Development

• Mutual aid agreements with local enforcement
• New and expanded Closed Circuit Television System at each campus
• Enhance Emergency Operations Plan
• Emergency Call Boxes in the parking lots and emergency phones in the hallways
• Emergency Evacuation Chairs

Crime Statistics and Annual Disclosure

Wayne County Community College District campus crime statistics are an important resource that the entire campus community and prospective members of it can use to gauge their safety, and take proactive steps to avoid and prevent campus crime. Wayne County Community College District crime statistics are available from two major sources, on the District website and the U.S. Department of Education (http://ope.ed.gov/security) which under the Jeanne Clery Act collects statistics from more than 6,000 schools.
JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY 
AND CAMPUS CRIME STATISTICS ACT

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Jeanne Clery Act collects statistics from more than 6,000 schools. The most recent statistics from Wayne 
County Community College District may be obtained by contacting Chief Darrick D. Muhammad at 
313-496-2650 or email: dmuhamm1@wcccd.edu

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Sex Offender Information
In accordance with the Jacob Wetterling Crimes Against Children and Sexually Violent Registration Act (42 U.S.C. 14071), each institution of higher learning may access a list of all registered sex offenders attending and working at their site by accessing the search option on the Public Sex Offender Registry Web Site. It is updated every morning at 6:00 a.m. You may obtain sex offender information provided by the Michigan State Police at: [http://www.mipsor.state.mi.us/](http://www.mipsor.state.mi.us/)

Education of Members of the College Community
Emergency procedures are discussed during Student Welcome Week and at Faculty Organization Day. Wayne County Community College District Police Authority participates in these forums at all campuses and covers: crime prevention, how to contact Police Authority and emergency procedure handouts are provided. “Safety First” posters are posted in each classroom, on the Police Authority web site and provided to the students.

POLICIES
Timely Warning
In the event that a situation arises, either on or off campus, that, in the judgment of the Director of Police Authority or designee, constitutes an ongoing or continuing threat, a “timely warning” notification will be issued. The warning may be issued to college faculty, staff, and students through e-mail and text messages through our Emergency Alert System and notices on this web site under safety alerts.

Depending on the particular circumstances, the Department of Police Authority may also post a notice on the website. A copy of the notice may be posted in each building on campus and, or may include announcements broadcast on local radio or television stations, public address systems or via campus safety mobile units.

Anyone with information warranting a timely warning should report the circumstances to the Police Authority Office at ext 2650 from any college phone, 313-496-2650 from any other phone or 911 in an emergency. Reports may be made in-person at any campus public safety office in the District.

Reporting Criminal Offenses or an Emergency
Students, faculty and staff are encouraged to report all crimes, emergencies, and suspicious events to the Police Authority Department. Contact us by dialing the Police Authority Department Office. See contact numbers in this booklet or you can call 911 from any phone.

Confidential Reporting to the WCCCD Police Authority Department encourages anyone who is the victim or witness to any crime to promptly report the incident to the Police Authority Department. Because these reports are public records under state and federal law, they are subject to release and Freedom of Information Act requests.

Access to Campus Facilities
Students, employees, and visitors have access to most areas on the campuses during regular College hours as posted at each facility. A high-security keying system and access card control is used to limit access to computer areas, laboratories, storage areas, shops, and similar areas to times when an attendant is present. Administrative hours are 8:30 a.m. to 4:30 p.m., unless otherwise posted. Parking is limited to students, staff and visitors.
Counseling and Reporting Procedures
The college does not have procedures for voluntary, confidential reporting of crime. Violations of the law will be subject to criminal prosecution and when appropriate referred to the Vice Chancellor of Student Service for review.

Security Awareness and Crime Prevention
It is the intent of Wayne County Community College District to make every effort to prevent crime rather than react to crime after it has occurred. The District makes every effort to inform the District community on matters of awareness, events of importance, and personal safety. The department maintains a crime prevention program for all faculty, staff and students. Workshops are available to provide class presentations on various crime-related issues such as workplace violence, date rape, domestic violence and personal safety. Crime prevention materials and brochures are available at the Police Authority Offices throughout the District.

Criminal Activity Off-Campus
WCCCD Police Authority Department works along with all law enforcement agencies adjacent to our campuses/sites. Should the department become aware of activity that may impact the college, the incident may be investigated. The District has no residential facilities.

Drug and Alcohol Policies and Penalties
Wayne County Community College District is committed to providing a drug-free environment for all of the District's community members - students, faculty, staff and visitors. The District believes that drug abuse education and prevention programs are essential components of a comprehensive strategy to deal with illicit drug use and alcohol abuse on the District's premises or during District-related activities. Students, employees, and visitors to the District are expected to observe all federal, state, and local laws and the District regulations governing the use and possession of alcoholic beverages, narcotics, dangerous drugs, or controlled substances. All students, employees, and visitors are specifically forbidden to use or possess alcoholic beverages, narcotics, dangerous drugs or controlled substances, or to be under their influence while on District property. For students, violation of District regulations may result in disciplinary action up to and including expulsion from the District and referral for prosecution. Employees who violate District regulations are subject to disciplinary action up to and including termination from employment with the District. In the case of College visitors, failure to follow regulations may result in a request to leave District property or the District activity. It also may result in criminal prosecution. The entire Alcohol and Drug Abuse policy is outlined in the Wayne County Community College District's Student Handbook, which can be obtained in any College Student Services Office. The Board of Trustees Policy 4.1.13, Substance and Alcohol Use on Duty, regarding employees, is available from the Board of Trustees Office and is outlined in the Employee Handbook.
Safe Work Environment
All persons shall be prohibited from acts endangering students, staff, faculty and the public. These acts shall include but are not limited to:

- Disruption
- Physical Abuse
- Theft
- Unauthorized Entry
- Obscene or disorderly conduct
- Illegal use and/or possession of alcohol, drugs, or other contraband
- Failure to comply with District policy or Police Authority
- Obstruction of traffic
- Illegal use of or possession of firearms explosives or other weapons, etc.

Drug Free Workplace
Wayne County Community College District will make every effort to provide a drug-free workplace and environment. The District expressly prohibits the unlawful manufacture, distribution, dispensation, possession, or use of any controlled substance in the workplace. The term "controlled substance" shall mean a controlled substance in schedules I through V of Section 202 of the Control Substance Act (21 U.S.C. 812).

Any individual found to be in violation of this policy has engaged in a gross misconduct and subject to disciplinary action, up to and including expulsion for students, termination for employees, a permanent ban from the premises for visitors, and/or criminal prosecution for all violators.

Use of Alcoholic Beverages on College Premises
Wayne County Community College District has a ZERO Tolerance for alcohol on any of its campuses.

Any employee or student found to be in violation of this policy shall be subject to:

1) Disciplinary action, up to and including discharge, suspension; and/or
2) May be required to participate in a alcohol abuse assistance or rehabilitation program as a condition of continued employment.

Resources
Available to WCCCD Employees: The Employee Assistance Program (EAP);
contact Human Resources at 313-496-2560 or 496-2765
SEX OFFENSES

Sexual Assault

Sexual Assault – generally defined as attempted or actual unwanted sexual activity.

“Forcible” Sex Offenses – forcible sex offenses are any sexual act directed against another person, forcibly and/or against that person’s will where the victim is incapable of giving consent, and includes forcible rape, forcible sodomy, sexual assault with an object, and forcible fondling.

Non-forcible Sex Offenses – acts of unlawful, non-forcible sexual intercourse and includes incest and statutory rape.” Depending on circumstances, rape could be in either category.

Procedures for Reporting Sexual Assault - The Wayne County Community College District offices authorized to deal with sex crimes include the Police Authority, Student Affairs, and the Executive Assistant to the Chancellor. In those instances where a sexual assault is alleged, the victim is strongly encouraged to report the incident. By contacting any of these offices, the victim will be given specific information as to how to go about bringing formal charges against the accused.

The procedures for an on-campus disciplinary action would be the same as those outlined in the Student Code of Conduct for any alleged violation. All students are advised that they have the option of pursuing an allegation through the District system and the Student Code of Conduct; through the criminal justice system; or of pursuing the allegation in both systems.

Ultimately, it is the student’s option as to whether or not he/she wishes to pursue allegations through either or both authorities. In addition to criminal prosecution, the District may pose sanctions on the violator under the Student Code of Conduct to protect the victim.

Students who have become victims of sex crimes are eligible for and encouraged to take advantage of the student support services offered by the Wayne County Community College District. Referrals to other community support services will be provided as well.

Guidelines for Assistance

Sexual assault is a very traumatic and invasive crime and many victims may be too embarrassed or ashamed to report the offense to police. Fear of investigative, medical, and prosecutorial procedures add to a victim’s reluctance to make a report. A victim’s distress may also create an unwillingness or inability to assist in the investigation. Therefore, it is our procedure to provide victims of sexual assault with compassion and consideration and with the necessary information and assistance to make their interaction with the criminal justice system easier.

If You Are Raped or Sexually Assaulted on Campus:

• Get to a safe place as soon as you can
• Try to preserve all evidence
• Get medical attention
• Contact the WCCCD Police Authority Department
When Preserving Evidence:
• Do not change your clothing. If you must change, place your old clothes in a PAPER bag.
• Do not wash or clean your clothing.
• Do not take a shower, bathe, or clean up.
• Do not apply medication or cosmetics.

Zero Tolerance/Weapons on Campus
No student, employee or visitor is allowed to carry a lethal weapon on the Wayne County Community College District campuses. This includes storage or transportation of weapons in vehicles and possession of lethal weapons for the purpose of classroom projects or demonstration without the prior express consent of the Director of Police Authority.

Police officers are exempt in accordance with laws of the state of Michigan.

DIRECTOR OF POLICE AUTHORITY: RESPONSIBILITIES
The Police Authority Director is responsible for overseeing the District’s Police Authority, development, implementation, and maintenance of the Emergency Response Plan

• Call and facilitate the College Emergency Response Team, when appropriate
• Maintain on-going facilitation of Cadet/Work study program
• Research and drafting various procedures for the college community, such as, Cellular Phone Emergency Procedure, College Emergency Closing Procedure, Security and Identification Procedure, etc.
• Develop security protocols for Homeland Security response
• Develop and monitor budgets

Darrick D. Muhammad, District Director of Police Authority
Aracely Hernandez
Administrative Assistant to Police Authority Director
Stephen Major, Police Authority Lead Lieutenant
Vanessa Liddell, Police Authority Lieutenant
Bahrija Livadic, Police Authority Lieutenant
Rhonda Saad, Police Authority Lieutenant
Dwayne Page, Police Authority Lead Sergeant
Viola Liddell, Police Authority Sergeant

Michael Shepard, Police Authority Sergeant
Alexis Townsend, Police Authority Sergeant
James Shaw, Police Authority Sergeant
Christopher Lenz, Police Authority Corporal
Timothy Matthew, Police Authority Corporal
Isaac Bynum, Police Authority Corporal
Nicholas Bader, Police Authority Corporal
Brian Duneske, Police Authority Corporal

MISSION STATEMENT

WCCCD’s mission is to empower individuals, businesses and communities to achieve their goals through excellent accessible services, culturally diverse experiences and globally competitive higher education and career advancement programs.

The Police Authority Department is committed to providing a safe and secure learning environment in which our faculty and staff can prepare our students for academic success now and career challenges in the future. As members of the academic community, our officers and staff serve the District community with courtesy, pride, dependability and integrity.

Department Focus:

- Service Oriented
- Community Policing
- Diversity
- Courtesy and Excellence

The purpose of Police Authority is to:

- Serve and protect students, faculty, staff and visitors
- Ensure the security of college buildings, grounds, and other assets
- Provide highly visible and accessible security services at each campus/site
- Be proactive, through training and communication, in crime prevention and protection
- Enforce college safety standards and all applicable laws and regulations
- Respond to emergencies
- Liaise with and assist local, state, and federal law enforcement agencies as necessary
- Continuously review and improve safety and security processes
- Be service oriented, approachable, helpful, and courteous at all times
APPENDIX

**Sex Offenses Definitions**
As per the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program

**SEX OFFENSES-FORCIBLE**

**Forcible Rape**
The carnal knowledge of a person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

**Forcible Sodomy**
Oral or anal sexual intercourse with another person, forcibly and/or against that person’s will; or not forcibly against the person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

**Sexual Assault with an Object**
The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

**Forcible Fondling**
The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

**SEX OFFENSES –NON-FORCIBLE**

**Incest**
Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**Statutory Rape**
Non-forcible sexual intercourse with a person who is under the statutory age of consent.

**Crime Definitions from the Uniform Crime Reporting Handbook**

**Aggravated Assault**
An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)
Arson
Any willful or malicious burning or attempt to burn, with or without intent to destroy, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Burglary
The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

Criminal Homicide-Manslaughter by Negligence
The killing of another person through gross negligence.

Criminal Homicide-Murder and Non-negligent Manslaughter
The willful (non-negligent) killing of one human being by another.

Motor Vehicle Theft
The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned including joyriding.)

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 or violence and/or by putting the victim in fear.

Drug Abuse Violations
Violations of Federal and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Liquor Law Violations
The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

Weapon Law Violations
The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.
Crime Geography Definitions from the Clery Act

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. These buildings include residential halls, any building or property that is owned by the institution but controlled by another person, those frequently used by students and those that support institutional purposes such as a food or retail vendor.

Non-Campus Building or Property
Includes any building (or property) owned or controlled by student organizations recognized by the school; and any building or property owned or controlled by the school, that is not within the same reasonable contiguous area.

Public Property
Public property is defined as the area that is within the same reasonably contiguous geographic area of the school; or is adjacent to a facility owned or controlled by the school, and the facility is used by the school in a manner related to the institution's educational purpose.

Sex Offender Registry
http://www.mipsor.state.mi.us/PSOR_Search.aspx

Reporting the Annual Disclosure of Crime Statistics

REPORTING OF CRIMINAL OFFENSES OR AN EMERGENCY
Police, Fire or Medical Emergencies: 911
Downtown Campus/District Office (Room 244) 313-496-2558
Eastern Campus 313-579-6971
Downriver Campus (Room N-64) 734-374-3218
Northwest Campus (Welcome Center, Room 108) 313-943-4041
Western Campus 734-697-5182
University Square 313-884-1087
District Office Building Desk 313-496-2758
Chief of Police Authority 313-496-2650

Security and Access Media outlets that may be notified in case of an emergency are FOX 2 news, WDIV 4, WXYZ 7, WWJ 950, and WJR 760. You may also consult with the college’s website www.wcccd.edu
EMERGENCY RESPONSE AND EVACUATION PROCEDURES

In the event of an emergency, WCCCD Police Authority will be responsible for confirming the significance, danger level and if there is an immediate threat to the college community. Upon confirming that there is a significant danger level and an immediate threat, as soon as possible they will determine what communication must be distributed and initiate the notification system. As required by the Higher Education Opportunity Act (Public Law 110-315), this notification will take into account the safety of the community unless in the professional judgment of responsible authorities, it compromises efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

WCCCD Police Authority will utilize the following general process for each situation evaluation and notification:

- Police Authority or Campus Safety personnel will respond to the location of the emergency
- Evaluation process will begin on danger and threat level
- Evaluation will be reviewed with the Director of Police Authority and/or designee
- Utilize the District’s Emergency Notification and/or Emergency Alert System as needed

At least annually WCCCD Police Authority in conjunction with the District’s Michigan Institute for Public Safety Education (MIPSE) will test the District’s emergency response and evacuation procedures. These procedures may be in the form of, but not be limited to announced or unannounced:

- Evacuation Drills
- Table Top Exercise
- In-services
- Sheltering Drills
- Simulated Notifications