



# 2022

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## **Annual Security Report & Fire Safety Report**

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## Cochise College 2022 Annual Security and Crime Statistics Report

The Director of Risk Management in cooperation with the Vice President of Student Services and the Director of Compliance/Title IX Coordinator prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared in cooperation with the local law enforcement agencies surrounding our campus, our security office, the Vice President for Administration, and their designees. Campus crime, arrest, and referral statistics include those reported to Campus Security, designated campus officials, and local law enforcement agencies.

Members of the Cochise College community should report criminal offenses to one or more of the following for purposes of making timely warning reports and for inclusion in the college's annual security report: Vice President of Student Services, Director of Risk Management, Academic Deans, Residence Life Director, Residence Life Assistant Director, Residence Life Department Assistant, Residence Life Administrator on Call, Residence Life Resident Assistants or any member of the campus security department. Cochise College is committed to assisting all members of the Cochise College community in providing for their own safety and security. In 2021, Cochise College offered the following safety and security related programming and training events:

### Campus Security Procedures

- New Employee Orientation Risk Management Training (employees monthly/as needed)
- Building Coordinator Safety Training (employees per semester/as needed)
- Annual Convocation IT Safety Training (employees)
- Annual Security Awareness Training Course (employees)

### Responsibility for Personal Safety and the Safety of Others

- Hazardous Material Communication Awareness (employees)
- Sexual Assault Prevention Guest Speaker (employees and students)

### Prevention of Crimes

- Sexual Assault Prevention Guest Speaker (employees and students)
- Annual Security Awareness Training Course (employees)

The annual Security and Fire Safety compliance document is available at the Cochise College [Security and Emergency page](#). Hard copies of the report are available from the Vice President of Student Services office.

## Crime Prevention Tips

- Call 911 to report an emergency.
- Value your safety as well as the safety of others.
- Always be aware of your surroundings.
- Report all suspicious persons or activities, safety hazards or unsafe lighting to Campus Security.
- Do not walk alone. Get a friend to walk, jog, or run with you.
- Call Campus Security for a safety escort.
- At night, always choose a well-lit and well-populated walking route.
- Develop a relationship with your neighbors; encourage checking in with each other.
- Have your keys in-hand before you get to your residence or vehicle.
- Never take shortcuts through poorly lighted areas.
- Properly secure your living area. Avoid allowing non-ID holders to enter when you pass through locked doors into your residence hall and never prop open exterior doors.
- Keep your doors and windows locked at all times.
- Never leave your personal items, laptop, or other valuables unattended.

- For individuals that commute to school, do not leave valuables such as electronics, clothing, loose change, or other personal items in your car. If you need to leave anything in your vehicle, do not leave it in plain sight.
- Make sure you always lock your doors.

## Policy Statement Addressing Issuing Emergency Notifications and Timely Warnings

The *Clery Act* requires immediate notification to the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus. An immediate threat encompasses an imminent threat, as well as an ongoing occurrence. Examples include, but are not limited to, any of the following events: fire; gas leak; outbreak of meningitis, norovirus or other serious illness; approaching extreme weather conditions; terrorist incident; armed intruder; bomb threat; civil unrest or rioting; explosion or nearby chemical or hazardous waste spill.

The *Clery Act* also requires the College to alert the campus community to certain crimes in a manner that is timely and will aid in the prevention of similar crimes. The intent of a timely warning regarding a criminal incident is to enable people to protect themselves. This means that a warning is issued as soon as the pertinent information is available. Timely warnings are issued whenever there are crimes reported to campus security authorities or local police agencies that are considered by the institution to represent a serious or continuing threat to students and employees.

In the event that a situation arises, either on or off campus, that in the judgment of the President of Cochise College or the members of the Emergency Management Team constitutes a threat to students or employees on campus, an emergency notification will be issued, without delay. The notification will take into account the safety of the community in determining the content of the notification. Such notification will be issued unless, in the professional judgment of responsible college and/or emergency authorities, such a notification would compromise efforts to assist a victim or to contain, respond to otherwise mitigate the emergency. Notifications may be campus-wide when there is at least the potential that a very large segment of the community will be affected by a situation, or when a situation threatens the operation of the campus as a whole. Campus officials will continuously assess the situation and additional segments of the campus community may be notified if a situation warrants such action.

Cochise College's Marketing Department is responsible for publishing emergency notifications and keeping the public informed concerning a threatened or actual emergency, and to provide protective action guidance as appropriate to save lives and protect property. Enrollment Management and Marketing will be responsible for all communications from the initial emergency message(s) from the Emergency Management Team to regular additional critical messages to timely update the campus community during the event. Emergency notifications are sent and posted via the following methods:

- CC Alerts: The College's mass communication system designed to deliver email to College and personal email accounts, and SMS messages to cell phones; (CC Alerts may be accessed and edited in the Portal on the main page under the Resources heading; CC Alerts, at MyCochise).
- The Cochise College Portal: Announcements of the emergency are made on the College's web portal;
- The Cochise College webpage: Announcements posted on the College's webpage; and
- The Cochise College Emergency Hotline, 1 (800) 276-1290.

Depending on the particular circumstances of the event or crime, especially in all situations that could pose an immediate threat to the community and individuals, the President or designee may also notify local media, television and radio in Cochise County.

## Evacuation and Other Emergency Plans

The Emergency Management Plan provides guidance for managing the evacuation of individual buildings or if necessary, the whole campus. A disaster with the potential to cause sufficient damage to the infrastructure of the College may present a risk to occupants that would require a complete evacuation. Cochise College has Building Coordinators responsible for coordinating evacuation events. Every building has emergency placards mounted at each exit with pre-assigned assembly area information. Telephones in the College have a decal listing emergency phone numbers. More information about evacuation and other emergency plans is available on the Cochise College website on the [Security and Emergency page](#).

When evacuations are determined necessary, the building occupants are instructed to evacuate, re-assemble at their pre-assigned assembly point, check in and account for themselves with their building coordinator, and await further instruction. Building Coordinators ensure each building is clear before proceeding to the assembly area. In the case of an all campus evacuation, Building Coordinators would then release individuals to leave campus as directed.

When the President or their designee has determined a whole campus evacuation is required, personnel are notified via the Emergency Notification System instructing individuals to take their immediate personal belongings with them and leave campus in an orderly manner. Building Coordinators will ensure their buildings are cleared. Faculty members are responsible for clearing their classrooms.

## Drills

The College participates in evacuation drills twice a year. These drills help instruct individuals on how to respond during an evacuation and allow for alarm system checks across campus facilities. The Director of Risk Management documents each drill noting the date, time, description of the exercise and whether it was announced or unannounced.

The residence halls on the Douglas Campus hold two drills per year, prior to which the College reviews/publicizes its emergency response and evacuation procedures with residence life, facilities and security staff. Following the exercise, the purpose and outcome of the evacuation drill is discussed during a hotwash brief with participants.

All other buildings are subject to evacuation drills on an announced and/or unannounced basis.

## Campus Closures

In the event of inclement weather or other emergency, the College President or designee may: close any or all campuses/centers; delay the start of classes and College operations at all or specific sites; or dismiss classes and College operations early at all or specific sites. Employees and students are notified via the Emergency Notification System, email, and public notifications are available at the College website homepage and sent to local media in Cochise County. Individuals should assume responsibility for making personal judgments regarding travel safety to and from campus when inclement weather does not result in the decision to close. For up-to-date information regarding road conditions, visit [www.az511.com](http://www.az511.com).

## Campus Security

Cochise College employs a private security company, which provides security for the Sierra Vista and Douglas campuses and the College's Downtown Center. The Head of Security reports directly to the Vice President of Student Services who also serves as the College's designated official responsible for communication with law enforcement units. The personal safety and well-being of the students, faculty,

staff and visitors of Cochise College are of the highest concern. All individuals are encouraged to take responsibility for their own safety and security and assist with the safety and security of others.

Campus security is comprised of private, non-sworn officers. They do not have arrest authority beyond that provided to all citizens by Arizona Revised Statutes. Investigation of crimes committed on College campuses and centers is the responsibility of the appropriate law enforcement agency, which includes the Cochise County Sheriff's Department, Sierra Vista Police Department, Benson Police Department, Willcox Police Department, and the Military Police at the Fort Huachuca Center.

## **Security Offices**

- Douglas Campus  
Huachuca Hall/1200 Building  
(520) 417-4022
- Sierra Vista Campus  
Student Union/1000 Building  
(520) 515-5470
- Downtown Center  
Room B101  
(520) 335-2947

Douglas, Sierra Vista, and the Downtown Center all have security present 24 hours/7 days a week.

Also, video cameras are present on the Sierra Vista and Douglas campuses and the Benson, Willcox, and Downtown Centers.

Faculty, staff and students are strongly encouraged to report any crime or any other emergency on campus to the Campus Security Office or to call local law enforcement at 911. Cochise Colleges encourages accurate and prompt reporting of all crimes to campus security and/or appropriate law enforcement agencies when the victim of a crime elects to, or is unable to, make such a report.

Campus Security is responsible for a full range of public safety services, including:

- 1) Conducting incident investigations and assisting with medical and fire emergencies and traffic accidents;
- 2) Acting as a 24/7 phone center for emergencies, suspicious activities, and injury reports;
- 3) Completing and submitting security and incident reports, including all activities requiring police assistance, such as impermissible alcohol consumption, the use of controlled substances and the presence of weapons on campus;
- 4) Assisting with implementing the College's emergency and disaster notification plan; and
- 5) Providing security for administrative hearings as required.

More information regarding Cochise College Security and how to report issues can be found on the College website under the [Security and Emergency page](#). Emergency placards featuring emergency phone numbers are posted near the exits of each classroom and building at the College. Emergency phone number decals are also posted on each College landline telephone.

## **Voluntary Confidential Reporting**

Cochise College does not have a policy or procedure that would allow a victim or witness to report crimes on a voluntary and confidential basis, nor does it have any procedures to encourage pastoral and/or professional counselors to inform the persons they are counseling of any procedures to report crimes on

a voluntary, confidential basis for purposes of inclusion in the College's annual disclosure of crime statistics. However, the Security Office accepts and investigates all reported incidents, whether or not a victim or witness provides a name or other identifying information.

## Crime Statistics

The following is a recap of incidents that took place on or around campus property for the previous three years. Per guidance from the *Clery Act*, offences listed include: murder/non-negligent manslaughter; negligent manslaughter; rape; fondling; incest; statutory rape; domestic violence; dating violence; stalking; robbery, aggravated assault; burglary; motor vehicle theft; arson; arrests: weapons: carrying, possession, etc.; disciplinary referrals: weapons: carrying possessions, etc.; arrests: drug abuse violations; disciplinary referrals: drug abuse violations; arrests: liquor law violations; disciplinary referrals: liquor law violations. The On-Campus Student Housing Facilities violations section is a subset of On-Campus Property so violations may be duplicated.

Crime Statistics Douglas Campus					
Offense	Geographic Location				
	Calendar Year	On-Campus Property	Student Housing	Non-Campus Property	Public Property
Murder/Non-Negligent Manslaughter	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Negligent Manslaughter	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Rape	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Fondling	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Incest	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Statutory Rape	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Domestic Violence	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Dating Violence	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Stalking	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Robbery	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Aggravated Assault	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0

Crime Statistics Douglas Campus (continued)					
Offense	Geographic Location				
	Calendar Year	On-Campus Property	Student Housing	Non-Campus Property	Public Property
Burglary	2019	0	0	0	0
	2020	0	0	0	0
	2021	1	1	0	0
Motor Vehicle Theft	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Arson	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Arrests: Weapons: Carrying, possession etc.	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Disciplinary Referrals: Weapons: Carrying, Possession, etc.	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Arrests: Drug Abuse Violations	2019	0	0	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Disciplinary Referrals: Drug Abuse Violations	2019	0	0	0	0
	2020	0	0	0	0
	2021	1	1	0	0
Arrests: Liquor Law Violations	2019	2	2	0	0
	2020	0	0	0	0
	2021	0	0	0	0
Disciplinary Referrals: Liquor Law Violations	2019	0	0	0	0
	2020	0	0	0	0
	2021	10	8	0	0



Crime Statistics Sierra Vista Campus				
Offense	Geographic Location			
	Calendar Year	On-Campus Property	Non-Campus Property	Public Property
Murder/Non-Negligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Negligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Fondling	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Incest	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Statutory Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Domestic Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Dating Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Stalking	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Robbery	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Aggravated Assault	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Burglary	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Motor Vehicle Theft	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arson	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arrests: Weapons: Carrying, possession etc.	2019	0	0	0
	2020	0	0	0
	2021	0	0	0

Crime Statistics Sierra Vista Campus, Continued				
Offense	Geographic Location			
	Calendar Year	On-Campus Property	Non-Campus Property	Public Property
Disciplinary Referrals: Weapons: Carrying, Possession, etc.	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arrests: Drug Abuse Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Disciplinary Referrals: Drug Abuse Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arrests: Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Disciplinary Referrals: Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0

Crime Statistics: Auto Complex Sierra Vista (Location closed in December 2020)				
Offense	Geographic Location			
	Calendar Year	On-Campus Property	Non-Campus Property	Public Property
Murder/Non-Negligent Manslaughter	2019	0	0	0
	2020	0	0	0
	-	-	-	-
Negligent Manslaughter	2019	0	0	0
	2020	0	0	0
Rape	2019	0	0	0
	2020	0	0	0
	-	-	-	-
Fondling	2019	0	0	0
	2020	0	0	0
	-	-	-	-
Incest	2019	0	0	0
	2020	0	0	0
	-	-	-	-
Statutory Rape	2019	0	0	0
	2020	0	0	0
	-	-	-	-
Domestic Violence	2019	0	0	0
	2020	0	0	0
	-	-	-	-
Dating Violence	2019	0	0	0
	2020	0	0	0
	-	-	-	-
Stalking	2019	0	0	0
	2020	0	0	0
	-	-	-	-
Robbery	2019	0	0	0
	2020	0	0	0
	-	-	-	-
Aggravated Assault	2019	0	0	0
	2020	0	0	0
	-	-	-	-
Burglary	2019	0	0	0
	2020	0	0	0
	-	-	-	-
Motor Vehicle Theft	2019	0	0	0
	2020	0	0	0
	-	-	-	-
Arson	2019	0	0	0
	2020	0	0	0
	-	-	-	-
Arrests: Weapons: Carrying, possession etc.	2019	0	0	0
	2020	0	0	0
	-	-	-	-

Crime Statistics: Auto Complex Sierra Vista (Location closed in December 2020)				
Offense	Geographic Location			
	Calendar Year	On-Campus Property	Non-Campus Property	Public Property
Disciplinary Referrals: Weapons: Carrying, Possession, etc.	2019	0	0	0
	2020	0	0	0
	-	-	-	-
Arrests: Drug Abuse Violations	2019	0	0	0
	2020	0	0	0
	-	-	-	-
Disciplinary Referrals: Drug Abuse Violations	2019	0	0	0
	2020	0	0	0
	-	-	-	-
Arrests: Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	-	-	-	-
Disciplinary Referrals: Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	-	-	-	-

Crime Statistics Downtown Center Sierra Vista				
Offense	Geographic Location			
	Calendar Year	On-Campus Property	Non-Campus Property	Public Property
Murder/Non-Negligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Negligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Fondling	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Incest	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Statutory Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Domestic Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Dating Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Stalking	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Robbery	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Aggravated Assault	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Burglary	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Motor Vehicle Theft	2019	0	0	0
	2020	1	0	0
	2021	0	0	0
Arson	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arrests: Weapons: Carrying, possession etc.	2019	0	0	0
	2020	0	0	0
	2021	0	0	0

Crime Statistics Downtown Center Sierra Vista, Cont.				
Offense	Geographic Location			
	Calendar Year	On-Campus Property	Non-Campus Property	Public Property
Disciplinary Referrals: Weapons: Carrying, Possession, etc.	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arrests: Drug Abuse Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Disciplinary Referrals: Drug Abuse Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arrests: Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Disciplinary Referrals: Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0

Crime Statistics: Benson Center				
	Geographic Location			
Offense	Calendar Year	On-Campus Property	Non-Campus Property	Public Property
Murder/Non-Negligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Negligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Fondling	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Incest	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Statutory Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Domestic Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Dating Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Stalking	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Robbery	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Aggravated Assault	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Burglary	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Motor Vehicle Theft	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arson	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arrests: Weapons: Carrying, possession etc.	2019	0	0	0
	2020	0	0	0
	2021	0	0	0

Crime Statistics: Benson Center Cont.				
Offense	Geographic Location			
	Calendar Year	On-Campus Property	Non-Campus Property	Public Property
Disciplinary Referrals: Weapons: Carrying, Possession, etc.	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arrests: Drug Abuse Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Disciplinary Referrals: Drug Abuse Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arrests: Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Disciplinary Referrals: Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0



Crime Statistics: Willcox Center				
Offense	Geographic Location			
	Calendar Year	On-Campus Property	Non-Campus Property	Public Property
Murder/Non-Negligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Negligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Fondling	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Incest	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Statutory Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Domestic Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Dating Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Stalking	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Robbery	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Aggravated Assault	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Burglary	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Motor Vehicle Theft	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arson	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arrests: Weapons: Carrying, possession etc.	2019	0	0	0
	2020	0	0	0
	2021	0	0	0

Crime Statistics: Willcox Center Cont.				
Offense	Geographic Location			
	Calendar Year	On-Campus Property	Non-Campus Property	Public Property
Disciplinary Referrals: Weapons: Carrying, Possession, etc.	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arrests: Drug Abuse Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Disciplinary Referrals: Drug Abuse Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arrests: Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Disciplinary Referrals: Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0

Crime Statistics: Fort Huachuca Center				
Offense	Geographic Location			
	Calendar Year	On-Campus Property	Non-Campus Property	Public Property
Murder/Non-Negligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Negligent Manslaughter	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Fondling	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Incest	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Statutory Rape	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Domestic Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Dating Violence	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Stalking	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Robbery	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Aggravated Assault	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Burglary	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Motor Vehicle Theft	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arson	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arrests: Weapons: Carrying, possession etc.	2019	0	0	0
	2020	0	0	0
	2021	0	0	0

Crime Statistics: Fort Huachuca Center, Cont.				
Offense	Geographic Location			
	Calendar Year	On-Campus Property	Non-Campus Property	Public Property
Disciplinary Referrals: Weapons: Carrying, Possession, etc.	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arrests: Drug Abuse Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Disciplinary Referrals: Drug Abuse Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Arrests: Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0
Disciplinary Referrals: Liquor Law Violations	2019	0	0	0
	2020	0	0	0
	2021	0	0	0

## Hate Crimes

There were no reported hate crimes based on race, religion, sexual orientation, gender, gender identity, disability, or ethnicity/national origin for the years 2019, 2020, or 2021 for any of the College's locations.

Criminal offense categories included murder/non-negligent manslaughter, negligent manslaughter, rape, fondling, incest, statutory rape, robbery, aggravated assault, burglary, motor vehicle theft, arson, simple assault, larceny-theft, intimidation, and destruction/damage/vandalism of property.

## Security Access to College Facilities

The College's normal business hours are Monday through Friday 8 a.m. to 4:30 p.m. during the spring and fall semesters and Monday through Thursday 7 a.m. to 5 p.m. during summer hours. During business hours, the College (excluding certain housing facilities) will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours, access to all College facilities is by key, if issued, or by admittance via Security. In the case of periods of extended closing, the College will admit only those with prior written approval to all facilities.

In coordination with local law enforcement agencies, Cochise College Security also monitors and records criminal activity on non-campus locations of student organizations/programs officially recognized by the institution.

## Staff and Security: Residence Halls

Full-time and part-time staff, along with the College's Resident Assistants, provides student support. Each residence quad is only accessible through a locked door, and guests are required to register at Central Housing or with a Resident Assistant.

Residence halls are secured 24 hours a day. Over extended breaks, the doors of all halls will be secured around the clock, and will be equipped with a lock separate from the regular key issued to resident students.

Emergencies may necessitate changes or alterations to any posted schedules.

## Missing Student Notification

### Missing Student Notification Policy and Procedures – Douglas campus

If a member of the college community has reason to believe that a student who resides in on-campus housing has been missing for 24 hours, they should notify campus security and/or the Vice President of Student Services, Director of Risk Management, Academic Deans, Residence Life Director, Residence Life Assistant Director, Residence Life Department Assistant, Residence Life Administrator on Call, who will **immediately** notify the Security Office. The Security Office will generate a missing student report and initiate an investigation. If the Security Office determines that a residential student has been missing for 24 hours, the Security Office will notify the student's emergency contact no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, Cochise College will notify the student's parent or legal guardian immediately after it has determined that the student has been missing for 24 hours. Cochise College will notify the Cochise County Sheriff's Office within 24 hours of the determination that a student who resides in on-campus housing is missing, unless it was local law enforcement that made Cochise College aware that the student was missing.

All students who reside in on-campus housing are provided the opportunity to designate a contact person for purposes of notification within 24 hours of the determination by Campus Security or local law enforcement that student has been missing for 24 hours. Emergency contact information collected for this purpose is retained confidentially and is only accessible to authorized campus officials, and will not be disclosed except to law enforcement in furtherance of a missing persons investigation.

## Drug and Alcohol-Free Environment Policy

### Drug and Alcohol-Free Environment: Policy 5003

Cochise College shall maintain drug and alcohol free work and learning environments for its employees and students. The manufacture, distribution, dispensation, possession, or use of all controlled substances is prohibited on or in all college property. Use of alcoholic beverages for educational purposes in classroom instruction is permitted in officially sponsored college courses when specifically required as part of the course curriculum. Possession and or consumption of alcohol on college property is not permitted in work or educational environments and is limited to specifically approved and controlled special events with an Alcohol Restriction Waiver.

### Procedure 5003.1 Alcohol Restriction Waiver

The Cochise College Foundation and other college approved organizations may apply for an

Alcohol Restriction Waiver to serve alcohol approved by the Governing Board or designee. The completed Alcohol Restriction Waiver, along with all requested documentation, must be approved at least ninety (90) days in advance of the event. Approval shall be considered under the following criteria:

- Compliance with applicable local ordinances, state law, and federal law with regard to licensing of the event (A.R.S.§4-205.03 or A.R.S.§4-203.02)
- Provide adequate public liquor liability insurance to the satisfaction of the college (see Section H: Insurance of the Cochise College Facility Use Agreement for additional information)
- Any person or group possessing, using, consuming, or furnishing any alcoholic beverages upon the premises or grounds of the college assumes all risk and liability for damage and injuries to person and/or property which in any way results from such possession, use, consumption or furnishing of alcoholic beverages (see Section G of the Facility Use Agreement regarding Liability and Indemnity)
- At least one server must have a current TIPS (Training for Intervention Procedures) certification
- Alcohol must be purchased in accordance with Arizona State Law.

### **Procedure 5003.2 Medical Marijuana**

Arizona State Law permits the use of medical marijuana; however, the federal laws prohibit marijuana use, possession, and/or cultivation at educational institutions who are recipients of federal funds. The use, possession, or cultivation of marijuana for medical purposes is, therefore, not allowed in college housing or on college property, nor is it allowed at any college sponsored event or activity on or off campus.

### **Statement of a Drug-Free Workplace**

#### **Drug-Free Workplace: All Employee Groups: Policy Number: 614**

It is the intent and policy of Cochise College to maintain a drug and alcohol-free working environment for its employees, students and visitors in compliance with the Drug Free Workplace Act of 1988. As a condition of employment and/or enrollment, employees and students must abide by this policy. Violations of this policy will result in appropriate disciplinary actions, including termination. This policy contains the following elements:

1. The college prohibits the unlawful manufacture, distribution, dispensing, possession or use of controlled substances on college premises, while conducting college business or at any time which would interfere with the effective conduct of the employee's or student's work or study with the college;
2. Employees and students are expected and required to report for work or classes on time and in appropriate mental and physical condition for work or study. It is the college's intent and obligation to provide a drug-free, healthful, safe and secure work and study environment;
3. The college recognizes drug and alcohol dependency as illnesses and major health problems. Employees and students should be aware that the use of drugs or alcohol exposes the individual to such health risks as increased blood pressure, respiratory illness, cardiac arrest, lung damage, distorted thinking, birth defects, nasal damage, malnutrition, brain damage, depression, paranoia, physical and psychological dependency, impaired judgment, gastritis, pancreatitis, cirrhosis of the liver, myocardiopathy, lung destruction, damage to unborn fetuses, apathy, impaired motor coordination, anxiety and short and long term psychosis.

4. The college recognizes drug and alcohol abuse as potential safety and security problems. Employees or students needing help in dealing with drug or alcohol problems are encouraged to seek assistance, either through their own resources or by requesting help or referral through the sources designated in the procedure which follows this policy. Conscientious efforts to seek such help will not jeopardize any employee's or student's job or student status, and will not be noted in any personnel or student file.

### **Procedure 614.1 Drug-Free Workplace**

1. Employees and students who fail to abide by the terms and conditions of this policy shall be subject to the Discipline and Termination policy and procedure, or disciplinary sanctions for violation of student social standards as defined in the Cochise College Student Handbook, as appropriate. Allowable sanctions may include any disciplinary measures provided for under the policy and procedure or handbook described above up to and including expulsion as a student or termination of employment. In addition, the college will refer violators for prosecution as appropriate and as provided by local, state and federal law.

2. In addition to disciplinary action imposed by the college, there may be legal sanctions imposed by local, state or federal authorities for violation of drug and alcohol related laws. Such sanctions include, but are not limited to, probation (including a requirement for community service), parole, imprisonment and the imposition of fines.

3. No later than five days after criminal conviction for illegal drug activity occurring on or off college premises while conducting college business, an employee must inform his/her supervisor of such conviction. Failure to report such conviction will subject the employee to the Discipline and Termination policy.

4. Any employee or student reasonably believed to constitute a risk to persons or property while operating any college equipment will not be permitted to do so.

5. Any employee or student with a drug or alcohol problem is encouraged to seek help. Such help may be sought through the employee's or student's own resources or through his/her supervisor, the Vice President of Student Services, a college advisor/counselor, or the Executive Director of Human Resources. An employee or student's request for assistance does not jeopardize his/her job or student rights. However, the seeking of such help does not prevent disciplinary action under this or any other college policy or handbook for policy violation or impaired job or academic performance. This means that employees or students who already have exhibited or who subsequently exhibit job or academic performance deficiencies or who have violated or subsequently violate college policy or procedures shall not be exempt from discipline solely on the basis that they have sought help.

### **Residence Hall Alcohol, Marijuana and Drug Prohibition Enforcement Procedures**

Cochise College enforces state and federal underage drinking laws, federal marijuana laws and state and federal laws pertaining to possession, sale, use and distribution of illegal drugs and paraphernalia as follows:

#### **Alcohol and Alcohol Paraphernalia**

The possession and consumption of alcoholic beverages and/or the possession of alcoholic beverage containers or other alcohol paraphernalia on campus is strictly prohibited. Students in possession of, in the presence of, under the influence of alcohol, or creating disturbances on campus while under the influence will be subject to disciplinary action, dismissal from the College, and/or legal consequences.

## **Drugs and Drug Paraphernalia**

An individual shall not possess, sell, offer to sell, purchase, offer to purchase, use, or transfer/distribute illegal drugs, drug paraphernalia on campus. All residents are prohibited from hosting or being in the presence of others consuming drugs in any residence halls or on Cochise property; or be under the influence of drugs or medication (except as prescribed by a physician and used in accordance with prescription), or provide drugs to a minor. Possession of a valid Medical Marijuana Registry identification card DOES NOT authorize Residents or their guests to possess, use, or distribute marijuana in any residence hall, Cochise owned property, or in any public area of the Cochise Campus.

## **Personal Use or Possession**

Students found responsible (more likely than not) for the personal use of marijuana or paraphernalia of marijuana in the residence halls, as a result of a Social Standards hearing, will be fined and placed on hall probation for one calendar year from the time of the violation and are subject to legal prosecution. The College Administration will report all marijuana incidents to local legal authorities. Any second housing violation that results in a Social Standards Hearing, where the student is found responsible, will result in removal from the residence hall for a minimum of one calendar year from the time of the second violation. If the second violation involves drugs the student will be reported to local legal authorities and will be permanently removed from the residence halls.

## **Intent to Distribute**

The College Administration will determine if the use of marijuana was personal or for distribution. If, as a result of a Social Standards hearing, the use is deemed as distribution the student will be removed from the Residence Halls permanently. The student will be reported to local legal authorities.

## **Educational Awareness Programs and Campaigns**

### **Drug Free Schools and Communities Act of 1989**

Cochise College makes available to all employees and students' literature on substance abuse as well as a substance abuse resource directory should you require help with a drug abuse problem.

The following programs provide Drug Prevention/Awareness Education as part of their curriculum:

- **Allied Health and Nursing:** The nursing program curriculum includes training about drug abuse and addiction in the 2nd and 3rd semester of the nursing program. The paramedicine and Emergency Medical Technician (EMT) programs also have alcohol/drug awareness, prevention and treatment components within their curriculum.
- **Police Academy:** The Police Academy program curriculum includes education on the effects of alcohol/drugs and how to recognize signs/symptoms of their use for recruits/students as part of their DUI training.
- **Aviation:** The Aviation program curriculum includes education on the effects of drugs and alcohol as it pertains to aviation safety, specifically the compounded effects of drugs and alcohol that occur with changes in altitude.



In compliance with college policy and federal law, employees convicted of drug offenses may be subject to personnel action up to and including termination or may be required to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or Local health, law enforcement or other appropriate agency. Student disciplinary action is outlined in the Cochise College Student Handbook.

## **Dating Violence, Domestic Violence, Sexual Assault and Stalking Programming**

Cochise College prohibits the crimes of dating violence, domestic violence, sexual assault and stalking as these terms are defined for purpose of the *Clery Act* and provides educational programming to promote awareness of dating violence, domestic violence, sexual assault and stalking, including primary prevention and awareness programs for all incoming students and for new employees. Cochise College requires all incoming students complete mandatory online primary prevention training, during which students are informed of the definition, and the institution's prohibition, of dating violence, domestic violence, sexual assault and stalking as well as the definition of consent, positive and safe options for bystander intervention and information on risk reduction. Employees of Cochise College are also required to attend annual training on harassment sensitivity and institutional Title IX obligations. Cochise College also provides awareness programming both to audience specific groups (e.g., student athletes) and in the form of community-wide programming.

Primary prevention and awareness programming includes discussion of the following topics:

### **Bystander Intervention and Risk Reduction**

Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

Bystanders play a critical role in the prevention of sexual and relationship violence. Cochise College seeks to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. Safe and positive options for bystander intervention include:

- Watching out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
- Confronting people who seclude, hit on, try to make out with, or initiate sexual contact with people who are incapacitated.
- Speaking up when someone discusses plans to take sexual advantage of another person.
- Believing someone who discloses sexual assault, abusive behavior, or an experience with stalking.
- Referring people to on or off-campus resources listed in this document for support and to seek health, counseling, legal or other assistance.

Cochise College defines risk reduction as creating opportunities to decrease perpetration and bystander inaction and to increase empowerment for survivors to promote safety and create positive dialogue and opportunities for individuals and communities to address conditions that facilitate violence.

### **Due Process in Institutional Disciplinary Proceedings**

Any institutional disciplinary proceeding arising from an allegation of dating violence, domestic violence, sexual assault or stalking will:

- 1) Include a prompt, fair and impartial process from the initial investigation to the final result;

- 2) Be conducted by officials who, at minimum, receive annual training on the issues related to dating violence, domestic violence, sexual assault and stalking and on how to conduct an investigation and hearing process that protects the safety of survivors and promotes accountability, and who are free from conflict of interest or bias for or against any party to the proceeding;
- 3) Provide both the accuser and the accused with the same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice;
- 4) Not limit the choice of advisor or presence of either the accuser or the accused in any meeting or institutional disciplinary proceeding; however, Cochise College may establish restrictions regarding the extent to which the advisor may participate in the proceedings as long as the restrictions apply equally to both parties; and
- 5) Notify all parties to the disciplinary proceeding, simultaneously and in writing, of:
  - a. the result of any institutional disciplinary proceeding that arises from allegations of dating violence, domestic violence, sexual assault or stalking;
  - b. applicable procedures for appeal, which will also be equally available to all parties to the disciplinary proceedings
  - c. any change to the outcome or result of the disciplinary proceeding; and
  - d. when any such results become final.

### **Sexual Assault and Consent A.R.S. § 13-1406**

Arizona state law defines sexual assault as:

Intentionally or knowingly engaging in sexual intercourse or oral sexual contact with any person without consent of such person.

Although Arizona law does not define the term “consent,” it does define the term “without consent” to include any of the following scenarios:

- The victim is coerced by the immediate use or threatened use of force against a person or property.
- The victim is incapable of consent by reason of mental disorder, mental defect, drugs, alcohol, sleep or any other similar impairment of cognition and such condition is known or should have reasonably been known to the defendant.
- The victim is intentionally deceived as to the nature of the act.
- The victim is intentionally deceived to erroneously believe that the person is the victim’s spouse.

For purposes of Cochise College policy, consent is defined as:

Knowing and voluntary and clear permission by word or action to engage in sexual activity. Since individuals may experience the same interaction in different ways, it is the responsibility of each party to determine that the other has consented before engaging in the activity. If consent is not clearly provided prior to engaging in the activity, consent may be ratified by word or action at some point during the interaction or thereafter, but clear communication from the outset is strongly encouraged. For consent to be valid, there must be a clear expression in words or actions that the other individual consented to that specific sexual conduct. Reasonable reciprocation can be implied. For example, if someone kisses you, you can kiss them back (if you want to) without the need to explicitly obtain *their* consent to being kissed back. Consent can also be withdrawn once given, as long as the withdrawal is reasonably and clearly communicated. If consent is withdrawn, that sexual activity should cease within a reasonable time. Consent to some sexual contact (such as kissing or fondling) cannot be presumed to be consent for other sexual activity (such as intercourse). A current or previous intimate relationship is not sufficient to constitute consent. The existence of consent is based on the totality of the circumstances evaluated from the perspective of a reasonable person in the same or similar circumstances, including the context in which the alleged incident occurred and any similar, previous patterns that may be evidenced.

### **Domestic Violence A.R.S. § 13-3601**

Arizona state law defines domestic violence as:

A crime of violence or criminal damage, if any of the following apply:

- The relationship between the victim and the defendant is one of marriage or former marriage or of persons residing or having resided in the same household.
- The victim and the defendant have a child in common.
- The victim or the defendant is pregnant by the other party.
- The victim is related to the defendant or the defendant's spouse by blood or court order as a parent, grandparent, child, grandchild, brother or sister or by marriage as a parent-in-law, grandparent-in-law, stepparent, step-grandparent, stepchild, step-grandchild, brother-in-law or sister-in-law.
- The victim is a child who resides or has resided in the same household as the defendant and is related by blood to a former spouse of the defendant or to a person who resides or who has resided in the same household as the defendant.

### **Dating Violence A.R.S. § 13-3601**

Arizona state law defines dating violence as:

A crime of violence or criminal damage if the relationship between the victim and the defendant is currently or was previously a romantic or sexual relationship. The following factors may be considered in determining whether the relationship between the victim and the defendant is currently or was previously a romantic or sexual relationship:

- a) The type of relationship.
- b) The length of the relationship.
- c) The frequency of the interaction between the victim and the defendant.
- d) If the relationship has terminated, the length of time since the termination.

### **Stalking A.R.S. § 13-2923**

Arizona state law defines stalking as:

A person commits stalking if the person intentionally or knowingly engages in a course of conduct that is directed toward another person and if that conduct either:

- Would cause a reasonable person to fear for the person's safety or the safety of that person's immediate family member and that person in fact fears for the person's safety or the safety of that person's immediate family member.
- Would cause a reasonable person to fear death of that person or that person's immediate family member and that person in fact fears death of that person or that person's immediate family member.

Under institutional policy, stalking also includes engaging in a course of conduct directed at a specific person that would cause a reasonable person to suffer substantial emotional distress.

## Sexual Harassment / Assault Policy 1029

Cochise College prohibits any discrimination as defined by Title IX of the Education Amendments of 1972 to include, but not limited to, gender-based discrimination, sexual harassment, sexual misconduct, and sexual violence. Such acts can interfere with a student's ability to participate in or benefit from the College's academic and non-academic programs, an employee's ability to function in the workplace, or a campus visitor's ability to utilize the College. Accordingly, these behaviors are strictly prohibited. Cochise College policies and procedures are intended to afford a prompt, thorough, and impartial response from the College to an allegation of gender discrimination, sexual harassment, and/or sexual misconduct in accordance with Title IX. Any Title IX violations are to be reported to the Title IX Coordinator at 520-452-2683. Cochise College's complete Title IX and Sexual Harassment Compliance policy is available online at the Cochise College [Title IX page](#).

### Reporting Dating Violence, Domestic Violence, Sexual Assault and Stalking

Cochise College encourages all members of its community to report incidents of dating violence, domestic violence, sexual assault and stalking; all employees of Cochise College are required by College policy to report any information about sexual harassment or incidents of dating violence, domestic violence, sexual assault and stalking.

Notice or complaints of dating violence, domestic violence, sexual assault or stalking can be made by filing a complaint with, or giving verbal notice to, the Title IX Coordinator or a Cochise College official with authority or reporting online, using the reporting form posted on the Title IX page of the Cochise College website at [www.cochise.edu/title-ix/](http://www.cochise.edu/title-ix/). Cochise College has designated the following persons as Cochise College Officials with Authority: President, Vice Presidents, Executive Director of Human Resources or any of the College's Academic Deans.

Survivors of dating violence, domestic violence, sexual assault and stalking are encouraged to preserve all evidence, including medical, physical and electronic evidence, that may assist in proving that the alleged offense occurred or that may be helpful in obtaining an order of protection or injunction against harassment. Some ways to preserve evidence include refraining from:

- washing, bathing, showering or douching;
- washing clothes or other items worn/used during the incident;
- deleting text, voice or email messages.

Survivors have the right to receive medical care and/or a forensic exam regardless of whether they wish to involve law enforcement. Forensic exams are available in Cochise county through the Cochise Family Advocacy Center, Inc. (also known as Lori's Place) at 214 East Tacoma St, Sierra Vista, AZ 85635 and can also be obtained in coordination with any hospital in Cochise county.

Survivors of dating violence, domestic violence, sexual assault and stalking have the option to notify law enforcement authorities, including on-campus security and local law enforcement, and to receive assistance by campus authorities in notifying law enforcement if they choose or to decline to notify Campus Security and/or local law enforcement if they so choose. Cochise College will comply with any requests by a survivor to assist or request to decline assistance in notifying law enforcement authorities, except as otherwise required by federal or state law.

Survivors may obtain orders of protection or injunctions against harassment from the Cochise County Superior Court. Cochise College will assist members of its community in developing plans to prevent violations of these court orders. If an individual obtains an order of protection or injunction against harassment, they are encouraged to provide a copy of the court order to Cochise College's Title IX Coordinator and/or Campus Security so that the College is aware of the existence of the order and any court ordered limitations or restrictions. Although the College cannot enforce a violation of a court order,

the College can assist in contacting local law enforcement to report a violation. In addition, Cochise College may issue an institutional no-contact order, which is enforced under College policies and procedures and only applies within the jurisdiction of the College.

## **Procedures for Disciplinary Action**

### **Filing a Formal Complaint**

A Formal Complaint means a document filed/signed by the Complainant or signed by the Title IX Coordinator alleging a policy violation by a Respondent and requesting that the college investigate the allegation(s). A complaint may be filed with the Title IX Coordinator in person, by mail, or by email to:

Jessica Morgan-Tate, J.D.  
Director of Compliance/Title IX Coordinator

Cochise College  
901 North Columbo Avenue  
Student Union, Room 1055  
Sierra Vista, AZ 85635  
(520) 452-2683 (office)  
(316) 880-5424 (cell)  
[titleix@cochise.edu](mailto:titleix@cochise.edu)

Upon receipt of a complaint or notice to the Title IX Coordinator of an allegation of dating violence, domestic violence, sexual assault or stalking, Cochise College will either (i) Offer supportive measures because the Complainant does not want to proceed formally; (ii) offer supportive measures and initiate a formal grievance process including an investigation, hearing and notice of decision, with option for an appeals process initiated by any party to the proceeding; or (iii) offer supportive measures and initiate an informal resolution process.

### **Formal Grievance Process**

Cochise College's formal grievance process for institutional disciplinary proceedings to resolve complaints alleging dating violence, domestic violence, sexual assault or stalking includes:

#### **Notice of Investigation**

The Title IX Coordinator will provide written notice of the investigation and allegations to all parties to an institutional disciplinary proceeding arising out of allegations of dating violence, domestic violence, sexual assault or stalking upon commencement of the formal grievance process.

#### **Investigation**

An investigator is assigned to formally investigate the complaint and will meet with each party separately as well as other witnesses and will review evidence. Each party to the investigation will have an opportunity to review the investigation report before it goes to the decision-maker assigned to the case.

#### **Hearing**

The decision-maker assigned to the case will hold a hearing before making a final decision and imposing sanctions, if applicable. Each party to the investigation may participate in the hearing; the College will make arrangements to prevent direct contact as requested by the parties to the case.

#### **Notice of Decision**

The decision-maker assigned to the case will provide a written determination of whether there is a reasonable belief that the allegations can be proven based on the standard of "preponderance of the evidence," (i.e., whether it is more likely than not that the policy was violated), not the criminal standard of "beyond a reasonable doubt."

### Appeals

All parties have the right to appeal the decision issued by the decision-maker assigned to the case. Appeals must be submitted to the Title IX Coordinator within 5 calendar days of the issuance of the Notice of Decision by the decision-maker assigned to the case. Grounds for appeal are limited to (a) procedural irregularities that affected the outcome of the matter; (b) availability of new evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and (c) evidence that the Title IX Coordinator, investigator, or decision-maker had a conflict of interest or bias for or against one or more of the parties that affected the outcome of the matter.

### Informal Resolution Process

Cochise College also offers an informal process for resolution of complaints of dating violence, domestic violence, sexual assault and stalking. To initiate an informal resolution process, a formal complaint must be made to the Title IX Coordinator. Prior to implementing an informal resolution, the College will provide the parties with written notice of the reported misconduct and any sanctions or measures that may result from participating in such a process, including information regarding any records that will be maintained or shared by the college.

Cochise College will obtain voluntary, written confirmation that all parties wish to resolve the matter through informal resolution before proceeding and will not pressure the parties to participate in informal resolution. It is not necessary to pursue informal resolution first in order to pursue a formal grievance process, and any party participating in informal resolution can stop the process at any time and begin or resume a formal grievance process.

Informal resolution can include four different approaches:

- When the parties agree to resolve the matter through an alternate resolution mechanism, such as mediation;
- When the parties agree to resolve the matter by entering into an informal resolution agreement;
- When a party accepts responsibility for violating policy, and desires to accept a sanction and end the resolution process; or
- When the Title IX Coordinator can resolve the matter informally by providing supportive measures to remedy the situation.

### Student Social Standards/Human Resources Policy Violations

Allegations that fall outside of the jurisdiction of Cochise College's Title IX and Sexual Harassment Compliance (Policy 1029) as determined by the College's Title IX Coordinator may be referred to the Vice President of Student Services (Social Standards violation) or Human Resources (Human Resources policy violation) for further review and possible disciplinary action for violations of Cochise College Student Social Standards or Human Resource policies.

### Institutional Disciplinary Proceeding Timelines

Cochise College must conclude institutional disciplinary proceedings arising out of allegations of dating violence, domestic violence, sexual assault or stalking within a reasonably prompt timeframe, which is dependent upon the nature and complexity of the allegations in the formal complaint; typically a resolution may be obtained within 60 to 90 business days from the commencement of either a formal grievance process or informal resolution process.

### Standard of Evidence

Cochise College utilizes a preponderance of the evidence standard in any institutional disciplinary proceeding arising from an allegation of dating violence, domestic violence, sexual assault or stalking.

### **Possible Sanctions**

Possible sanctions that may be imposed following the results of any institutional disciplinary proceeding arising from an allegation of dating violence, domestic violence, sexual assault or stalking include: a warning, required counseling, probation, eviction from a campus hearing, suspension, expulsion, withholding of a diploma, revocation of a degree, organizational sanctions (e.g., deactivation, loss of recognition, loss of privileges including registration for classes for a specified period of time), an employee performance improvement/management process, required training or education, loss of annual pay increase, the loss of oversight/supervisory authority, demotion, employment suspension with or without pay and employment termination.

### **Supportive Measures**

Cochise College will offer and implement appropriate and reasonable supportive measures upon notice of alleged harassment, discrimination, and/or retaliation. Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to parties to an allegation of dating violence, domestic violence, sexual assault or stalking to restore or preserve access to the College's education program or activity, including measures designed to protect the safety of members of the College community, the College's educational environment, and/or to deter sexual harassment and/or retaliation.

The range of available supportive measures include, but are not limited to, referral to counseling, medical, and/or other health care services, referral to the college's employee support program or community-based service providers, student financial aid counseling, altering work arrangements for employees or student-employees, altering campus housing assignments, safety planning, providing campus safety escorts, implementing contact limitations (no contact orders) between individuals, offering academic support, extensions of deadlines, or other course/program-related adjustments, providing for no-trespass orders, when applicable, assisting with class schedule modifications, withdrawals, or leaves of absence, increasing security and monitoring of certain areas of the campus and any other actions deemed appropriate by the Title IX Coordinator. Any violations of no contact orders will be referred to appropriate student or employee conduct processes for enforcement.

### **Due Process in Institutional Disciplinary Proceedings**

Any institutional disciplinary proceeding arising from an allegation of dating violence, domestic violence, sexual assault or stalking will:

- 1) Include a prompt, fair and impartial process from the initial investigation to the final result;
- 2) Be conducted by officials who, at minimum, receive annual training on the issues related to dating violence, domestic violence, sexual assault and stalking and on how to conduct an investigation and hearing process that protects the safety of survivors and promotes accountability, and who are free from conflict of interest or bias for or against any party to the proceeding;
- 3) Provide both the accuser and the accused with the same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice;
- 4) Not limit the choice of advisor or presence of either the accuser or the accused in any meeting or institutional disciplinary proceeding; however, Cochise College may establish restrictions regarding the extent to which the advisor may participate in the proceedings as long as the restrictions apply equally to both parties; and
- 5) Notify all parties to the disciplinary proceeding, simultaneously and in writing, of:

- a. the result of any institutional disciplinary proceeding that arises from allegations of dating violence, domestic violence, sexual assault or stalking;
- b. applicable procedures for appeal, which will also be equally available to all parties to the disciplinary proceedings
- c. any change to the outcome or result of the disciplinary proceeding; and
- d. when any such results become final.

## **Confidentiality**

Cochise College will keep confidential the identity of any survivor, reporter, witness or person alleged to have engaged in dating violence, domestic violence, sexual assault or stalking. Such confidentiality shall extend to the college's completion of any required publicly available statistical reporting, including *Clery Act* reporting and disclosures, which will specifically exclude any personally identifiable information relating to a survivor, reporter, witness, or person alleged to have engaged in dating violence, domestic violence, sexual assault or stalking.

Information about a report of dating violence, domestic violence, sexual assault or stalking including the identity of any survivor, reporter, witness or person alleged to have engaged in such misconduct is disclosed only to select school officials who have an essential need to know to carry out their job responsibilities, including the provision of reasonable supportive measures to any party. The College will also maintain as confidential any accommodations or supportive measures provided to the extent that maintaining confidentiality would not impair the College's ability to provide such accommodations or protective measures as requested. As is the case with any educational institution, the College must balance the needs of the individual with its obligation to protect the safety and well of the community at large.

## **Campus and Community Resources**

When a student or employee survivor reports an incident of dating violence, domestic violence, sexual assault and stalking, Cochise College will, whether the incident occurred on- or off-campus, provide the survivor with written documentation of their rights and options, along with information about existing counseling, health, mental health, victim advocacy, visa and immigration assistance, student financial aid and other services available for survivors both within the institution and in the community.

Cochise College will make accommodations and supportive measures available upon request if they are reasonably available, regardless of whether a survivor chooses to report to Campus Security or local law enforcement. Cochise College will also notify survivors about institutional options for changes to academic, living, transportation and working situations and available supportive measures.

Existing institutional and community counseling, health, advocacy and other resources available for survivors of dating violence, domestic violence, sexual assault and stalking include:

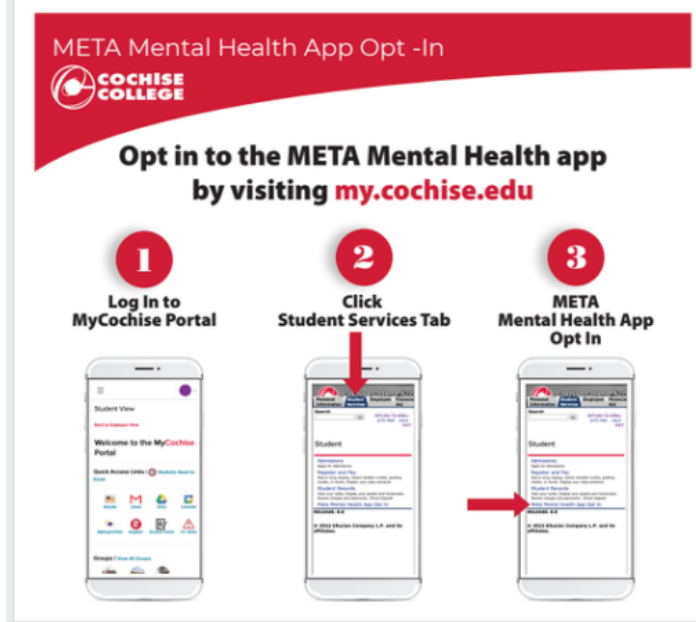
### **On-Campus Resources**

Cochise College has developed partnerships with local Cochise county mental health provider (Community Health Associates "CHA") and with national mental health counseling platform, META Teletherapy. Students interested in scheduling an appointment to meet with our local mental health provider (available in-person on the Douglas campus or in a virtual format) should contact Andrea Alston at [alstona@cochise.edu](mailto:alstona@cochise.edu) or (520) 417-4100.



Students interested in opting into the META app should follow the steps below:

META is a new mental health app free to all students. Follow the three easy steps below to Opt In. You will then get an email letting you know that you can download the app and start using it. The counseling sessions are private and you can reach out for any reason including depression, anxiety, and loneliness. For more information, contact 520-515-5451 or [villarreala@cochise.edu](mailto:villarreala@cochise.edu).



### **Community Resources**

Community counseling and health resources for survivors of dating violence, domestic violence, sexual assault and stalking include:

- **Arizona Counseling and Treatment Services (ACTS) Outpatient** (566) 226-9002
  - Benson: 500 S. Highway 80, Benson, AZ 85602 (520) 720-0290
  - Sierra Vista: 2039 E. Willcox Drive, Suite B, Sierra Vista, AZ 85635
- **SEABHS/Southeast Arizona Behavioral Health Services**
  - Benson: 611 W. Union St., Benson, AZ 85602 (520) 586-0800
  - Sierra Vista: 4755 Campus Drive, Sierra Vista, AZ 85635 (520) 458-3932
  - Willcox: 404 Rex Allen Drive, Willcox, AZ 85644 (520) 384-2521
- **Cochise Family Advocacy Center (“Lori’s Place”)** (520) 515-4444 [www.lorisplaceaz.org](http://www.lorisplaceaz.org)
  - 214 East Tacoma St, Sierra Vista, AZ 85635
- **RAINN: Rape, Abuse & Incest National Network** (800) 656-HOPE [www.rainn.org](http://www.rainn.org)
- **Sierra Vista Wellness Connections** (520) 452-0080

Community advocacy resources for survivors of dating violence, domestic violence, sexual assault and stalking include:

- **Cochise Family Advocacy Center (“Lori’s Place”)** (520) 515-4444 [www.lorisplaceaz.org](http://www.lorisplaceaz.org)
  - 214 East Tacoma St, Sierra Vista, AZ 85635

- **Cochise County Attorney Victim Witness Program** (520) 432-8700  
[www.cochise.az.gov/201/victim-witness-program](http://www.cochise.az.gov/201/victim-witness-program)
- **RAINN: Rape, Abuse & Incest National Network** (800) 656-HOPE [www.rainn.org](http://www.rainn.org)

Community dating and domestic violence and shelter resources include:

- **Forgach House** (Sierra Vista) (520) 458-9096
- **House of Hope** (Douglas) (520) 364-2465
- **Community Partnership of Southern Arizona** (Tucson) (800) 771-9889
- **Emerge Domestic Violence Bilingual Crisis Hotline** (520) 795-4266 or (888) 428-0101

Community legal resources for survivors of dating violence, domestic violence, sexual assault and stalking include:

- **Cochise Family Advocacy Center (“Lori’s Place”)** (520) 515-4444 [www.lorisplaceaz.org](http://www.lorisplaceaz.org)  
- 214 East Tacoma St, Sierra Vista, AZ 85635
- **Arizona Courts (No-Contact)** [azpoint.azcourts.gov](http://azpoint.azcourts.gov)
- **Southern Arizona Legal Aid**, Bisbee (520) 432-1639 [www.sazlegalaid.org](http://www.sazlegalaid.org)

Additional community and institutional resources include:

**COCHISE COLLEGE** How do I find...?

**FOOD**  
Cochise Cupboard Food resources [foodpantry@cochise.edu](mailto:foodpantry@cochise.edu)  
DES Food stamps/SNAP [des.az.gov](http://des.az.gov)  
**FOOD BANKS**  
St. Vincent de Paul [ssvpusa.org](http://ssvpusa.org)  
Community Food Bank of Southern AZ [azfoodbanks.org](http://azfoodbanks.org) 520-622-0525

**HOUSING**  
Douglas Campus Housing [www.cochise.edu/housing](http://www.cochise.edu/housing)  
Housing Authority of Cochise County [www.cochise.az.gov/housing-authority](http://www.cochise.az.gov/housing-authority) 520-432-8880  
Good Neighbor Alliance [svshelter.org](http://svshelter.org) 520-439-0776

**FINANCES**  
Tuition & Financial Assistance FAFSA: [studentaid.gov](http://studentaid.gov)  
**Scholarships**  
List of internal and external scholarships [www.cochise.edu/scholarships](http://www.cochise.edu/scholarships)  
Emergency Scholarship Requests

**EMPLOYMENT**  
Cochise College Employment Work Study, Part Time & Full Time positions [www.cochise.edu/employment](http://www.cochise.edu/employment)  
**AZ @ Work**  
Employment & Training Assistance [arizonaatwork.com](http://arizonaatwork.com)

**CAMPUS EMERGENCIES**  
Security Douglas Campus 520-471-4022  
Sierra Vista Campus 520-515-5470  
Downtown Center 520-335-2947  
**BE KIND**

**MENTAL HEALTH**  
Arizona Complete Health 24/7 Mental Health Hotline 1-888-495-8735  
**Crisis Textline**  
Text HOME to 741741 to connect with a Crisis Counselor  
**Suicide Prevention** [www.afsp.org](http://www.afsp.org) 1-800-273-8255  
**Hotlines**  
Disaster Distress: 1-800-988-5990  
Sexual Assault: 1-800-656-4673  
Suicide Lifeline: 1-888-628-9454  
Trevor Project (LGBTQ+): 1-800-488-7386  
Teenline: 1-800-248-8336  
Self Harm: 1-800-PONTCUT

**EDUCATION**  
\* Current students only  
**Tutoring & Peer Mentoring** [www.cochise.edu/tutoring](http://www.cochise.edu/tutoring)  
**Hotspot & Laptop Check out**  
Free through the Cochise College Library  
**Cochise College Directory**  
List of all offices and departments [www.cochise.edu/directory](http://www.cochise.edu/directory)

Additional resources available at [www.cochise.edu/wellness-life-resources](http://www.cochise.edu/wellness-life-resources)

## Arizona Sex Offender Registry

The Federal Campus Sex Crimes Prevention Act requires that colleges and universities advise their campus communities where they may obtain law enforcement agency information provided by a state concerning registered sex offenders. Arizona's state registry of sex offenders can be accessed at <https://www.azdps.gov/services/public/offender>.

Arizona law requires convicted sex offenders required to register under state law to also disclose their status as a sex offender to Cochise College if that individual is employed by, carries on a vocation at, volunteers services at, or is a student of the College.

## 2022 Annual Housing Fire Safety Report

There were no fires to report for the previous three years.

Residential Facilities 2021	Total Fires in Each Bldg.			Fire Number			Cause of Fire			Number of Injuries			Number of Deaths			Value of Property Damage		
	2019	2020	2021	2019	2020	2021	2019	2020	2021	2019	2020	2021	2019	2020	2021	2019	2020	2021
1200 Huachuca Hall	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1300 Huachuca Hall	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1400 Huachuca Hall	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1500 Chiracahua Hall	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2300 Central Housing	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2400 Townhouse Residence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

## Housing Fire Safety Systems

Dormitories in the Huachuca Hall and 1500 Chiricahua Hall are equipped with smoke alarms in every bedroom and emergency lighting on the exterior of the buildings as well as battery back-up emergency lighting in all stairways. There are fire extinguishers at the bottom and top of all Quad stairways and inside the lobby areas. The Huachuca Hall has upgraded their Fire Alarm systems with horns and strobes. They have hardwired alarms in each room.

The Desert View Townhouses and Central Housing on the Douglas Campus have fire alarm systems built in compliance with current fire and Building Codes. This includes Alarms, Strobes, and fire suppression sprinkler systems.

The Housing staff train in fire prevention during the start of every semester. Cochise College Resident Assistants receive fire prevention and evacuation training and instruction on what action to take if an event requires sheltering in place. Staff and students are registered in our Emergency Notification System, CC Alerts, where they can elect to add additional email or text notifications.

## Fire Safety Regulations

The Director of Housing and Residential Life participates in fire drills twice each year and housing facility inspections twice each semester. Fire drills are unannounced; housing facility inspections are announced. The inspections are primarily designed to find and eliminate safety violations. The Arizona State Fire

Marshal also inspects the College campus in its entirety and College housing on an unannounced basis. These inspections include, but are not limited to, a visual examination for any items prohibited by the Cochise College Resident Handbook.

The following is a list of positions that are authorized to receive reports of fire on campus for purposes of inclusion of that information within the College's Annual Fire Safety Report: Vice President of Student Services, Director of Risk Management, Academic Deans, Residence Life Director, Residence Life Assistant Director, Residence Life Department Assistant, Residence Life Administrator on Call, Residence Life Resident Assistants or any member of the campus security department.

The following excerpts from the Cochise College Resident Handbook outline the fire safety requirements for the residence halls.

## **Resident Hall Policies and Procedures**

### **Appliances and Cooking**

For reasons of safety, sanitation and specifically to conform to fire codes, only certain appliances are permitted in the residence halls. Refrigerators (not to exceed five cubic feet), microwave ovens (max 1000 watts), popcorn poppers, coffee pots, electric teakettles, and blenders are acceptable if they are UL approved. Appliances having a visible heating element or use hot oil are prohibited (George Foreman grills, hot plates, toaster oven, etc). Residential Life staff reserves the right to confiscate or ask for the removal of appliances if they exceed the size limitations, create a hazard or sanitary concern or overload the circuits in the residence halls.

### **Candles**

Candles, incense, oil lamps or any device producing an open flame is strictly prohibited in all residence hall rooms and living areas (including common areas). In the event of a power outage, flashlights are encouraged.

### **Fire Alarms/Drills**

Participation in fire/emergency evacuations or drills is required by College policy and Arizona State Law. Failure to evacuate or follow instructions of College or fire safety personnel; false report of fire or other dangerous conditions (bomb threats, etc.) activating false alarms is a violation of state law. Any student who fails to leave the building after the alarm has sounded will be subject to disciplinary action.

Residents may return to their rooms only after a thorough inspection of all rooms has been completed and Residential Life staff has authorized safe reentry. Exit plans are posted near approved exits in each facility. Residents are individually responsible for familiarizing themselves with those exit routes. The following are prohibited in the halls: candles, halogen lamps; overloaded, damaged or non-UL approved electrical cords, unsafe placement of cords or improper use of electrical items; obstruction of sprinklers; obstruction of room door or windows; ceiling hangings or other decorations which are flammable or otherwise could contribute to fire spread; use of any flame device (candles, incense, lighters, matches, etc.), open coil appliance (toaster, toaster oven, etc.); possession/use of fireworks or other explosives; possession/storage of gasoline or other fuels/flammable chemicals.

## **Fire Equipment**

Damaging or tampering with fire safety equipment (smoke detectors, extinguishers, sprinklers, etc); dismantling or otherwise interfering with exit signs; propping open or otherwise interfering with the intended smoke barrier purpose of fire doors; blocking the hallway or building exits is an illegal offense. Violators may be subject to legal prosecution and a fine. Any individual(s) responsible for a false fire alarm is subject to expulsion from school and criminal prosecution. Fire doors may not be propped or opened for any reason other than an emergency.

## **Fireworks and Explosives/Flammable Materials**

The use and/or storage of fireworks, ammunition, or any other explosive materials on campus are strictly prohibited. The storage and/or use of kerosene, gasoline, naphtha, benzene, or other similar explosives or flammable materials, including certain types of flammable furniture, are prohibited on campus. Cooking is not permitted in residence hall rooms. The use of portable gas or charcoal grills is prohibited inside the residence halls, but students may utilize the picnic area near Huachuca for grilling. Candles and incense are prohibited in residence hall rooms.

## **Smoking**

Smoking is not allowed in Residence Halls, in lounges, laundry room areas, or other common areas. Designated smoking areas are available outside all residence halls. See Housing Staff for these locations.

## **Residence Hall Procedures in Event of Fire or Fire Drill**

1. The first person discovering the fire should pull the nearest alarm and immediately call 911 and Campus Security and report the incident to the Director of Housing and Residential Life.
2. All students should immediately evacuate the building in a prompt, calm, and orderly manner. If it is safe to do so, each student should ensure that their room door is closed, unlocked, lights are on, windows closed, and blinds opened.
3. If it is safe to do so the Resident Assistants should be the last persons to leave the floor and should verify that all students have left by checking rooms and closing doors behind them. Resident Assistants should then report to the evacuation assembly area, account for all persons on their floor, and report to the Director of Housing and Residential Life. The assembly areas are assigned to each building and identified on the evacuation placards located next to each exit.
4. After leaving the building, students should go to their assigned evacuation assembly area and report in to their Resident Assistant. Students may not re-enter the building until permission is granted from the college administrator on scene.
5. If it is safe to do so, Resident Assistants should check the fire pull boxes on their floor to ascertain if the alarm has been pulled. If it has, report this immediately to the Director of Housing and Residential Life. This could be an indication of a false alarm.
6. The Residence Assistants, upon hearing the alarm, should contact College Security. The security guard should report immediately to the Director of Housing and Residential Life.

7. The Director of Housing and Residential Life or Campus Security will call the fire department (911) when there is a verified fire. When the Director of Housing and Residential Life has not received a direct indication of fire or smoke, an inspection of the building should be conducted.

8. Security will notify the Vice President of Student Services. The Vice President of Student Services determines when to notify the College President or designee.

College security will meet the responding fire department at the campus entrance and escort them to the fire.

## **Desert View Townhouses Procedures in Event of Fire or Fire Drill**

1. When a fire alarm sounds occupants must evacuate the residence. Failure to evacuate the building is illegal, and will result in disciplinary action.

2. Check the door of your room/suite:

- a. If cool, proceed with evacuation.
- b. If warm, open door slowly to see if it is safe to exit.
- c. If hot, DO NOT OPEN. Stand near window and wait for help.

3. If you can exit the room, do not close, or lock the door. Take your keys with you. Wear shoes and protective clothing appropriate for season and weather conditions.

4. Enter stairwell, and leave the building as quickly as possible.

5. Never re-enter the building.

6. If it is determined there is no fire and you are directed to do so by either a residence hall staff member or other College administrator, you may re-enter your rooms.

Tampering with fire safety equipment, alarms, smoke detectors, or sprinkler systems is a violation of College policy and State law.

## **Fire Safety Training for Staff**

The Risk Management office offers training for staff regarding fire safety and evacuation. The College does not ask students or staff to fight fires; rather, these trainings and available fire extinguishers are for small fires in their incipient stage that are reasonably safe to extinguish.

Contact the Director of Risk Management to inquire about safety related concerns, training or further information about this report at 520-515-5455 or [wilsonb@cochise.edu](mailto:wilsonb@cochise.edu).