

*We are pleased you have chosen Bellingham Technical College as a place to work, study and learn.*

*The College administration wants to assure you that, as part of the BTC community, your safety and security are of primary concern. BTC staff are committed to making our campus a safe, nurturing learning environment. Our goal is to provide safety and security services that enhance and support the educational mission of BTC.*

*Federal law requires that the College inform the campus community about the crime risks faced on the campus. This booklet contains the Campus Safety Report, as required by the Federal Crime Awareness and Campus Security Act of 1990 and, as mandated by the Federal Drug Free Schools and Communities Act of 1989, and explains the College's policy on alcohol and illegal drugs. This booklet also provides information about safety procedures and policies at BTC.*

*At Bellingham Technical College, your safety and security are our priority.*

Bellingham Technical College Administrative Staff  
[www.btc.ctc.edu/SafetyReports](http://www.btc.ctc.edu/SafetyReports)

## CAMPUS SAFETY REPORT

The information in this publication is provided in compliance with requirements set forth under the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act). This information is reviewed and updated on an annual basis and is disseminated to all students and employees at BTC.

### CAMPUS SAFETY OVERVIEW

BTC Administrators (Facilities Manager, Vice Presidents of Student Services and Administrative Services) are committed to working with members of the college community to resolve all criminal matters in a timely fashion.

BTC Safety and Security authorities and their representatives have the authority to ask persons for identification and to determine whether individuals have lawful business at BTC. They also have the authority to issue parking tickets, which are billed to financial accounts of students, faculty, and staff.

Safety and Security authorities do not possess arrest power and do not carry firearms. Criminal incidents are referred to the local police who have jurisdiction on the campus. The security authorities at BTC maintain a highly professional working relationship with the City of Bellingham Police Department and the Whatcom County Sheriff. All crime victims and witnesses are strongly encouraged to immediately report any crime to campus security authorities and the police.

CRIME STATISTICS OVERVIEW*			
OFFENSE	YEAR	ON-	NON-
		CAMPUS PROPERTY	CAMPUS PROPERTY
MURDER/NON-NEGLIGENT MANSLAUGHTER	2012	0	0
	2011	0	0
	2010	0	0
NEGLIGENT MANSLAUGHTER	2012	0	0
	2011	0	0
	2010	0	0
SEX OFFENSES, FORCIBLE	2012	0	0
	2011	0	0
	2010	0	0
SEX OFFENSES, NON-FORCIBLE	2012	0	0
	2011	0	0
	2010	0	0
ROBBERY	2012	0	0
	2011	0	0
	2010	0	0
AGGRAVATED ASSAULT	2012	0	0
	2011	0	0
	2010	0	0
BURGLARY	2012	1	0
	2011	1	0
	2010	0	0
MOTOR VEHICLE THEFT	2012	0	0
	2011	0	0
	2010	0	0
ARSON	2012	0	0
	2011	0	0
	2010	0	0
LIQUOR LAW ARRESTS	2012	0	0
	2011	0	0
	2010	0	0
LIQUOR LAW VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	2012	0	0
	2011	0	0
	2010	0	0
DRUG LAW ARRESTS	2012	0	0
	2011	0	0
	2010	0	0
DRUG LAW VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	2012	0	0
	2011	0	0
	2010	0	0
ILLEGAL WEAPONS POSSESSION ARRESTS	2012	0	0
	2011	0	0
	2010	0	0
ILLEGAL WEAPONS POSSESSION VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	2012	0	0
	2011	0	0
	2010	0	0

There were no reported hate crimes for the years 2010, 2011, 2012



[www.btc.ctc.edu](http://www.btc.ctc.edu)

## ACCESS TO CAMPUS FACILITIES

During business hours, the college will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours access to all college facilities is by Proximity card and/or key, if issued, or by admittance via the Facilities staff.

Some facilities, such as the Campus Store and the Library, may have individual hours that may vary at different times of the year. In these cases, the facilities will be secured according to schedules developed by the department responsible for the facility.

Emergencies may necessitate changes or alterations to any posted schedules. Additionally, during the academic year, the Vice Presidents of Administrative Services, Instruction, and Student Services and the Facilities Manager may meet intermittently to discuss security issues of pressing concern.

### ALCOHOL & DRUGS ON BTC PROPERTY

The Bellingham Technical College (BTC) campus has been designated "drug free," and only under certain circumstances is the consumption of alcohol permitted. The possession, sale, manufacture, or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by the City of Bellingham Police Department and BTC Administrative Services. Violators are subject to college disciplinary action, criminal prosecution, fine, and imprisonment.

### WEAPONS ON BTC PROPERTY

Carrying, exhibiting, displaying, or drawing any weapon, as defined in the BTC Campus Conduct Code, is prohibited on or in college-owned or college-operated facilities and premises and/or during college-sponsored events.

Any individual discovered in possession of a weapon as defined in the Campus Code of Conduct on BTC property is subject to being escorted off campus by BTC Security authorities, BTC disciplinary action, and/or arrest in accordance with state and federal laws.

Bellingham Technical College does not discriminate against any person on the basis of race, color, national origin, disability, sex, genetic information, or age in admission, treatment, or participation in its programs, services and activities, or in employment. All inquiries regarding compliance with access, equal opportunity and/or grievance procedures should be directed to the Associate Director of Human Resources, Bellingham Technical College, 3028 Lindbergh Avenue, Bellingham, WA



# Bellingham Technical College 2013 SAFETY REPORT



**SEXUAL HARASSMENT**

Sexual harassment is clearly inconsistent with the purpose of an academic community, and is in violation of the BTC Campus Code of Conduct, as well as a violation of State and Federal laws. Sexual harassment includes, but is not limited to, unwelcome or repeated sexual advances, offensive, disparaging remarks about one's gender or appearance; jokes, stories, comments or slurs about gender-specific traits; subtle pressure for sexual activity, unnecessary brushes or touches, sexual innuendos or obscene gestures, sexually offensive remarks, unwanted gifts, staring, leering or unwanted attention.

BTC Safety personnel should be notified as soon as practical of any incident of sexual assault or sexual misconduct that occurs on campus. The well being of the victim is the primary concern of the College, and counselors will assist victims in notify the appropriate law enforcement authorities when a crime occurs.

In the case of an allegation of sexual harassment on the part of a college employee, the disciplinary review could result in counseling, suspension and/or termination of employment.

**SEXUAL ASSAULT**

It is a violation of BTC regulations to commit a sexual assault (including rape). Sexual assault is defined as attempted or unwanted sexual activity. Rape is defined as sexual penetration without mutual consent. In addition to possible civil and criminal charges, any member of the BTC community who is found guilty of sexual assault - following appropriate BTC judicial proceedings - will be subject to disciplinary procedures (Campus Code of Conduct). Termination of employment or dismissal from the college is the maximum penalty BTC may impose.

**REGISTERED SEX OFFENDERS**

In accordance with the Campus Sex Crimes Prevention Act of 2000 BTC provides a link to the Sex Offender Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a state concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a state to provide notice of each institution of higher education in that state at which the person is employed, carries a vocation, or is a student.

Sex offenders are required to notify the Vice President of Student Services of their intent to enroll at BTC. A list of those individuals who have complied with this requirement is kept by the Vice President of Student Services.

**PERSONAL SECURITY & CRIME PREVENTION**

Be alert for suspicious persons in and around campus buildings and parking lots.

Do not leave valuables such as purses, wallets, and bags in unattended spaces.

Avoid walking alone at night. Choose a route that avoids dark, vacant areas. Know where emergency telephones are located along your route.

Wear clothing and shoes that allow you to move quickly.

Walk with a purpose. Project an assertive or business-like image.

Be conscious of your surroundings. Anticipate potentially dangerous situations.

Have your car key ready before getting to the car so that you are not delayed by fumbling for it.

When parking at night on the street or in the parking lot, park in well-lighted areas that are well traveled.

Never leave valuables visible in your car.

Look into the car before you get in to be sure no one is hiding inside. When you get into your car, lock all doors and roll up the windows.

Drive on well-traveled streets and NEVER pick up hitchhikers.

If you are being followed, drive to a police station, fire station, or open business to seek help. If you fear getting out of your car, sound your horn to get attention.

If your car breaks down, raise the hood, then get back in your car and lock the doors. If someone does stop to help, do not get out; instead ask that a call for help be made.

If you sense a potential threat, consider your options, then take action.

- Try to get away from the danger.
- Scream, create a commotion.
- Run toward well-lighted public areas.
- Go into open buildings where other persons are present.
- Call the police immediately. Describe what happened and where, the suspect, and his or her direction and method of travel.

**HOW TO REPORT EMERGENCIES OR CRIMES**

The Bellingham Police Department is the College's primary partner in safety and security issues. In the event of a threatening situation, call 911. Be prepared to give your exact location and the location of the threatening situation. Once you have called 911, notify your instructor, supervisor, or any administrator.

If you observe anything that seems suspicious or out of the ordinary but not immediately threatening, then notify your instructor, supervisor, or any administrator.

Bellingham Technical College has a long history of being a safe and welcoming campus. We are very aware that a truly safe campus can be achieved only through the cooperation of everyone. By increased awareness and reporting suspicious activity, together we can help reduce crime on campus.

Various campus departments cooperatively address safety issues. The offices of Instruction, Administration, Human Resources, and Student

Services work with Facilities and a College-wide Safety Committee to prevent and manage situations that threaten to disrupt the learning environment.

**IMPORTANT PHONE NUMBERS**

Emergency .....911

Whatcom Crisis Services  
..... (toll free)(877)715-1563  
(24-hour sexual assault program, domestic violence program, legal advocacy, support services)

Women Care Shelter (toll free).....(877)277-3360

Volunteers of America Care Crisis  
Response Services ..... (800)584-3578  
(24-hour mental health crisis line)

Alcohol & Drug 24-hour Help Line (800)622-2255

Domestic Violence Hotline.....(800)799-7233

Child Protective Services.....(866)363-4276

Dept. of Social & Health Services...(800)737-0617

**BTC Phone Numbers**

Affirmative Action/  
Human Resources Office ..... (360)752-8354

V.P. of Student Services ..... (360)752-8440