that are reported to campus security authorities or local law enforcement agencies. These statistics are compiled by institutions according to requirements set forth under the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act). This information is reviewed by the campus community about the crime risks faced 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.

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 proper identification 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 Facilities Managers may meet intermittently to discuss security issues of pressing concern.

EMERGENCY RESPONSE, NOTIFICATION & EVACUATION
Notification to the campus community of emergency or evacuation warnings is provided through the college’s emergency notification system, by telephone, text message, email, and screen alerts on all college, faculty, and student network computers. Speakers are located in common areas, classrooms, offices, and dorm rooms. The College’s Emergency Closure and Storm Watch telephone line (360-752-8766) is recorded with emergency notification information. In the event of an emergency, BTC posts key information to its website and social media accounts (e.g. Facebook, Twitter), regarding the situation and any closure information. To receive emergency reference alerts, log on to www.btc.ctc.edu/alerts and update your contact information.

Emergency reference guides which detail BTC’s emergency response and evacuation procedures are posted in common areas on campus, classrooms, and on BTC’s website, as well as disseminated to students through e-mail. BTC conducts emergency response and evacuation drills on an annual basis.

ALCOHOL & DRUGS ON BTC PROPERTY
Carrying, exhibiting, displaying, or drawing any weapon, as defined in the BTC Campus Code Conduct, 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.

IMPORTANCE OF PHONE NUMBERS
Emergency ................................................. 911
Violent Crisis Services (toll free) (877)771-1563
24-hour referral assistance program, domestic violence program, legal advocacy, support services
Volunteers of America Care Crisis
Referral Services ............................(800)584-3578
(24-hour mental health crisis line)
Alcohol & Drug 24-hour Help Line (800)622-2255
Domestic Violence Hotline (800)779-7233
Child Protective Services ......(866)363-4276
Dept. of Social & Health Services (800)737-0617
Domestic Violence & Sexual Assault Services (800)715-7155
National Sexual Assault Hotline (toll free) (800) 656-HOPE

BTC Phone Numbers
Human Resources Office 360-752-8354
VP of Instruction Services 360-752-8354
VP of Academic Services 360-752-8313

CAMPUS SAFETY OVERVIEW
BTC Administrators (Facilities Manager, Vice Presidents of Administrative Services, Academic Services, Student Services, and Instruction) 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.

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 report 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 report 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

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.


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 report 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 report 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

CAMPUS SAFETY OVERVIEW
BTC Administrators (Facilities Manager, Vice Presidents of Administrative Services, Academic Services, and Instruction) 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.

Emergency reference guides which detail BTC’s emergency response and evacuation procedures are posted in common areas on campus, classrooms, and on BTC’s website, as well as disseminated to students through e-mail. BTC conducts emergency response and evacuation drills on an annual basis.

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. Although possession and use of marijuana is legal in Washington State, BTC is bound by federal laws, which make possession and use of marijuana illegal. Possession, use, and being under the influence of marijuana are prohibited on BTC campus or at any BTC function, and will be grounds for disciplinary action. 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 Code Conduct, 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.

IMPORNT PHONE NUMBERS
Emergency ................................................. 911
Violent Crisis Services (toll free) (877)771-1563
24-hour referral assistance program, domestic violence program, legal advocacy, support services
Volunteers of America Care Crisis
Referral Services ............................(800)584-3578
(24-hour mental health crisis line)
Alcohol & Drug 24-hour Help Line (800)622-2255
Domestic Violence Hotline (800)779-7233
Child Protective Services ......(866)363-4276
Dept. of Social & Health Services (800)737-0617
Domestic Violence & Sexual Assault Services (800)715-7155
National Sexual Assault Hotline (toll free) (800) 656-HOPE

BTC Phone Numbers
Human Resources Office 360-752-8354
VP of Instruction Services 360-752-8354
VP of Academic Services 360-752-8313

CRIME STATISTICS OVERVIEW
OFFENSE
MURDER/NON-NEGLECT MANSLAUGHTER
NEGLECT MANSLAUGHTER
SEX OFFENSES, FORCIBLE
SEX OFFENSES, NON-FORCIBLE
ROBBERY
AGGRAVATED ASSAULT
BURGLARY
MOTOR VEHICLE THEFT
ARSON
LIQUOR LAW ARRESTS
LIQUOR LAW VIOLATIONS
DRUG LAW ARRESTS
DRUG LAW VIOLATIONS
ILLEGAL WEAPONS
POSSESSION OF WEAPONS
WEAPON LAW ARRESTS
WEAPON LAW VIOLATIONS
DISCIPLINARY ACTION
DOMESTIC VIOLENCE
STALKING

There were no reported hate crimes for the years 2011, 2012, 2013.
SCHOOL MISCONDUCT: DISCIPLINE & PREVENTION
Sexual misconduct is a violation of the BTC Campus Code of Conduct, as well as Section 106 of the Education and Federal laws. BTC will not tolerate sexual assault, sexual harassment, domestic violence, dating violence, stalking, or other forms of sexual misconduct. In addition to possible civil and criminal charges, any student who is found guilty of sexual misconduct, based on a preponderance of the evidence - following appropriate BTC judicial procedures - will be subject to disciplinary procedures (see Campus Code of Conduct). Suspension or dismissal as the result of an occurrence that may constitute sexual misconduct by BTC may impose on students. In the case of an allegation of sexual harassment on the part of a college employee, the disciplinary review may result in counseling, suspension, and/or termination of employment.

BTC utilizes procedures that provide prompt, fair, and impartial investigation and resolution in cases involving domestic violence, dating violence, sexual assault, sexual harassment, and stalking. These procedures are carried out by officials who receive specific annual training.

A sex offense is defined as either a forcible or non-forcible sexual act directed against another person, against that person’s will, or where the victim is incapacitated or unable to resist due to alcohol or acquaintance rape. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature such as 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 brushing or touching; sexual innuendos; or any behavior that might be sexual harassment;

Domestic violence, and instances of stalking.

BTC strives to make the campus a safe and responsible place by educating the campus community about preventing, reporting, and addressing sexual misconduct in compliance with the requirements outlined in the Violence Against Women Reauthorization Act of 2013 and Title IX. This training describes behaviors that are considered to be sexual misconduct in campus community. Students and staff must complete their training annually.

Responsible Reporting

This training describes safe and positive options for bystander intervention; information on protection and risk reduction; and college policies and procedures in the event a sex offense occurs. BTC strives to make the campus a safe and responsible place by educating the campus community about preventing, reporting, and seeking victim resources in regard to sexual violence, dating violence, domestic violence, and instances of stalking.

RESPONSE TO SEXUAL ASSAULT

If you or someone you know is the victim of sexual assault, report it immediately to the Campus Public Safety Office, call the police or contact the BTC Counseling Center.

BTC prohibits retaliation by the college or any official of the college against any individual exercising his/her rights or responsibilities under any provision of the Clery Act of the Campus Safety Act.

REGISTERED SEX OFFENDERS

In accordance with the Campus Sex Crimes Prevention Act of 2000 BTC provides a list to the Sex Offender Registry on BTC’s websites. 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. All BTC registered 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, is a student, or is a volunteer. 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 completed this requirement is kept by the Vice President of Student Services.

When a registered Level I or II sex offender is enrolled at BTC, BTC makes efforts to ensure the safety and security of students; however, if there is a reason to believe that the student is attending. In addition, on the first day of class, counselors visit each class in which a Level III sex offender is enrolled, to address any concerns.

HOW TO REPORT EMERGENCIES OR CRIMES

The Bellingham Police Department is the College’s primary law enforcement agency. The police department is comprised of sworn officers who are trained in all aspects of personal, property, and sex crimes and are available through the 911 system.

BTC prohibits retaliation by the college or any official of the college against any individual exercising his/her rights or responsibilities under any provision of the Clery Act of the Campus Safety Act.

TIMELY WARNING OF CRIMES

BTC provides notification to the campus community in the form of Timely Warnings (crime alerts) and emergency mass notifications (voice, text, e-mail, sirens) when a significant criminal incident occurs on campus or in an area surrounding campus that represents a continuing public safety threat. These warnings are designed to alert the campus community to threats and to encourage individuals to take the appropriate precautions.

Confidential Reporting

Anyone who is a witness to, or victim of a crime, or if you need to communicate with College officials about incidents that may affect the safety and security of BTC, and would like your identity kept in confidence, BTC has developed an online reporting tool called Behavior Report Form. This form is also available to assist with student emergency/crisis issues and can offer confidential reporting opportunities.

The behavior Report Form is a secure way to report these and other safety issues or suspicious behavior anonymously. Once submitted, only appropriate campus personnel will have access to the report and investigations will be handled accordingly. The form is located on BTC’s website under the Safety and Security link. For more information go to: http://www.ncbi.edu/BehaviorAwareness/DatabaseForm.asp. BTC counseling services are also available to assist with student emergency/crisis issues and can offer confidential reporting opportunities. Counselors are located in College Services, Room 106, and can be reached by phone at 360-752-8450.

RIES OF CRIMES

BTC maintains a daily incident log that records all crimes and other safety issues that occur on campus. Regularly scheduled incidents are entered into the log within two business days of receiving a report of an incident. The incident log is available for public inspection by contacting the Administration office, Room 106, and can be reached by phone at 360-752-8588 during normal business hours. BTC reserves the right to exclude any crime report information that may compromise an ongoing investigation.

PERSONAL SECURITY & CRIME PREVENTION

Personal Security is a shared responsibility. You are encouraged to plan in ways that increase your personal safety, the safety of your belongings, and the protection of your vehicle. All members of the campus community are urged to follow standard crime prevention practices such as the following:

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 businesslike image.

Be conscious of your surroundings. Anticipate potentially dangerous situations.

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

If your car breaks down, raise the hood, then get back in the car, lock the 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 the car. If there is someone in the vicinity, ask someone to help. If no one helps, 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.

• Get inside a building 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.

Bellingham Technical College has a long history of being a safe and welcoming campus. We are very aware that crime and violence can happen, and we encourage 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.

For more information go to: http://www.nccpc.org/

CRIME PREVENTION PROGRAMS

BTC is dedicated to promoting and maintaining safety awareness through various programs and services. These include: • Personal security: awareness programs for students, faculty, and staff. BTC sponsors a variety of crime prevention programs each year, including personal safety presentations by the Bellingham Police Department and other activities to promote student awareness of the threat of crime.

The college also has a Behavior Intervention Team (BIT) that is notified of suspicious activities or persons of concern and determines appropriate action.