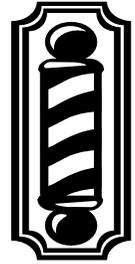


Associated Barber College Of San Diego

Mailing Address & Physical Address:
1333 5th Avenue, San Diego, CA 92101
Phone: 619-234-7703
www.associatedbarbercollege.edu



2023

Annual Campus Security (The Clery Act) & Title IX Policies

Associated Barber College of San Diego (“ABCSD”, “College”) is located at 1333, 1315, 1311, 1301, 5th Avenue, San Diego, California 92101. ABCSD is committed to provide to its students, faculty, and staff a safe and secure environment in pursuit of their educational goals. In compliance with the Federal Jeanne Clery Disclosure of Campus Security Policy and Campus Statistics Act of 1998, ABCSD provides the Annual Safety and Security Report (ASSR) information for three calendar years (2020, 2021 and 2022).

The Jeanne Clery Disclosure of Campus Security Policy of Campus Crime Statistics Act or Crime Statistics Act (Clery Act) is a federal law that requires institutions that participate in the Federal student financial assistance programs must provide crime and fire statistics for the prior three year to the Department of Education. The statistics include crime statistics for the campus and surrounding areas. To comply with these regulations, we are providing the information as follows:

- By October 1, 2023, the Campus Safety Survey Administration (CSSA) compiles annual statistical data collected by the San Diego Police Department Central Division. The statistics are provided to the U.S. Department of Education’s survey which will be published by the Office of Postsecondary Education on the Campus Safety and Security Statistics website and on College Navigator. The data collection is authorized by §485(f) or the Higher Education Act of 1965, as amended, 20 U.S.C. §1092(f) and 34 C.F.R. §§ 668.46 and 668.49.
- Disclosure of ABCSD’s Security Policy; and
- Guidance on prompt crime reporting.

This information is available:

- Electronically on ABCSD’s website; and/or
- In paper form available upon request to the public, student, and employees.

Campus Security Contact Information:

- Joseph Roccoforte (858) 688-5988 – Owner/School Director
- Michelle Roccoforte (619) 234-7703 – Associate Director/Title IX Coordinator/Campus Safety Survey Administrator

Facility

ABCSD leases four spaces on the ground floor of Hotel Sanford. Hotel Sanford is a 130-room retirement complex that is owned and managed by the San Diego Housing Commission. There are four spaces that are leased by the College which include two practical floors, theory classrooms, an administrative office, with addresses of 1333, 1315, 1311, 1301, 5th Avenue, San Diego, California, 92101. The location is recognized as a single campus. The practical floors are 1333 & 1315, the classrooms are in 1311 and the administrative office is at 1301 which is in one building that spans one block on 5th Avenue.

Housing

ABCSD does not provide living accommodations as it does not have housing, nor does it have campus security.

Residence Halls and Student Organizations

ABCSD does not maintain residential facilities and does not have any officially recognized student organizations that own or control any off-campus property.

Athletics - EADA Report

ABCSD does not have an athletics department.

Campus Law Enforcement

ABCSD does not have a campus security. All campus crimes are referred to the San Diego Police Department. ABCSD has no special understanding or MOU with the San Diego Police Department.

Pastoral and Professional Counselors

ABCSD has no pastoral or professional counselors. If counseling is needed, we encourage the student to contact Family Health Centers of San Diego, (619)515-2338. We are not required to report statistics for crimes reported to a pastoral or professional counselor.

Crime Log

ABCSD does not have a Security Department, however, Crime Log is maintained in the administrative office.

Availability for Review

ABCSD maintains a Daily Crime Log that is publicly available for review by a request of the Associate Director/Title IX Coordinator/Campus Safety Survey Administrator. The Daily Crime Log includes the nature, date, time general location of each crime that occurs within the College's Clery Geography, and the disposition of the complaint, if known. Entries are updated to include offenses within two days of the report of an offense. The daily log is available for review during business hours at the campus. The College will make the crime log for the most recent 60-day period open to public inspection during normal business hours. Any portions of the log older than sixty days available within two business days of a request for public inspection during normal business hours. In addition to disclosing information about the number of reports specified Clery Act offenses, key topics addressed in the Report include, but is not limited to,

- A description of the emergency response and timely warning and notification process for emergencies and ongoing threats that pose an immediate and ongoing threat to students.
- Definitions of specified criminal offenses under state and federal law.
- Descriptions of ABCSD's alcohol and drug policies.
- Description of ABCSD's sexual misconduct policies and procedures.
- Description of prohibited items.
- Summary of ABCSD's ongoing sexual harassment, sexual and relationship violence training, and prevention programming.
- Description of a variety of safety-oriented policies, procedures, training, and prevention programming.

Fire Log

ABCSD does not have any on-campus student housing facilities, and is, therefore, not required to maintain a fire log. The school does maintain an incident report.

Externship Sites and Clinical Facilities

ABCSD does not have externship programs and does not officially recognize student's externship organizations that own or control any off-campus property.

2023 Clery Act Statistics

ABCSD prepares this Campus Security and Title IX Policy to all currently enrolled students, parents, and employees to ensure they aware of the steps and precautions that need to be taken in order for them to protect themselves within the community. This report is published and disseminated annually by October 1 and available on ABCSD's website. A complete copy of this report is also available from the Campus Safety Coordinator/Campus Security Survey Administrator, Michelle Roccoforte, Associate Director.

ABCSD is under the jurisdiction of the San Diego Police Department. Annual Report for Crime Statistics is prepared in cooperation with the San Diego Police Department using their records and analysis system: <http://www.crimemapping.com> and <http://www.sandiego.gov/police/services/statistics> <http://crimestats.arjis.org/default.aspx>

2023 Crime Statistics Reporting

CRIMINAL OFFENSES	Total Occurrences-On Campus Property 1333, 1315, 1311, 1301, 5 th Avenue San Diego, CA 92101			Total Occurrences – Public Property Adjacent to the building is the sidewalk, street and sidewalk directly in front of the building		
	2020	2021	2022	2020	2021	2022
<i>Murder/Non-Negligent Manslaughter</i>	0	0	0	0	0	0
<i>Manslaughter by Negligence</i>	0	0	0	0	0	0
<i>Rape</i>	0	0	0	0	0	0
<i>Fondling</i>	0	0	0	0	0	0
<i>Incest</i>	0	0	0	0	0	0
<i>Statutory Rape</i>	0	0	0	0	0	0
<i>Robbery</i>	0	0	0	0	0	3
<i>Aggravated Assault</i>	0	0	0	0	0	0
<i>Burglary</i>	0	0	0	0	0	0
<i>Motor Vehicle Theft</i>	0	0	0	0	0	2
<i>Arson</i>	0	0	0	0	0	0
<i>Arrests: Liquor Law Violations</i>	0	0	0	0	0	0
<i>Arrests: Drug Abuse Violations</i>	0	0	0	0	0	0
<i>Arrests: Illegal Weapons Possession</i>	0	0	0	0	0	0
<i>Referrals: Drug Law Violations</i>	0	0	0	0	0	0
<i>Referrals: Illegal Weapons Possession</i>	0	0	0	0	0	0
Hate Crimes						
<i>Murder/Non-Negligent Manslaughter</i>	0	0	0	0	0	0
<i>Rape</i>	0	0	0	0	0	0
<i>Fondling</i>	0	0	0	0	0	0
<i>Larceny Theft</i>	0	0	0	0	0	0
<i>Incest</i>	0	0	0	0	0	0
<i>Robbery</i>	0	0	0	0	0	0
<i>Aggravated assault</i>	0	0	0	0	0	0
<i>Burglary</i>	0	0	0	0	0	0
<i>Motor vehicle theft</i>	0	0	0	0	0	0
<i>Arson</i>	0	0	0	0	0	0
<i>Simple assault</i>	0	0	0	0	0	0
<i>Larceny-theft</i>						
<i>Intimidation</i>	0	0	0	0	0	0
<i>Destruction/Damage Vandalism of Property</i>	0	0	0	0	0	0

VAWA OFFENSES-ON CAMPUS						
<i>Domestic Violence</i>	0	0	0	0	0	0
<i>Dating Violence</i>	0	0	0	0	0	0
<i>Stalking (includes Cyber-Stalking)</i>	0	0	0	0	0	0

VAWA OFFENSES – PUBLIC PROPERTY						
<i>Domestic Violence</i>	0	0	0	0	0	0
<i>Dating Violence</i>	0	0	0	0	0	0
<i>Stalking (includes Cyber-Stalking)</i>	0	0	0	0	0	0

ARRESTS – ON CAMPUS						
<i>Weapons: carrying, possessing, etc.</i>	0	0	0	0	0	0
<i>Drug abuse violations</i>	0	0	0	0	0	0
<i>Liquor law violations</i>	0	0	0	0	0	0
ARRESTS – PUBLIC PROPERTY						
<i>Weapons: carrying, possessing, etc.</i>	0	0	0	0	0	1
<i>Drug abuse violations</i>	0	0	0	0	0	0
<i>Liquor law violations</i>	0	0	0	0	0	0

DISCIPLINARY ACTIONS – ON CAMPUS						
<i>Weapons: carrying, possessing, etc.</i>	0	0	0	0	0	0
<i>Drug abuse violations</i>	0	0	0	0	0	0
<i>Liquor law violations</i>	0	0	0	0	0	0

DISCIPLINARY ACTIONS – PUBLIC PROPERTY						
<i>Weapons: carrying, possessing, etc.</i>	0	0	0	0	0	0
<i>Drug abuse violations</i>	0	0	0	0	0	0
<i>Liquor law violations</i>	0	0	0	0	0	0

UNFOUNDED CRIMES						
<i>Unfounded Crimes</i>	0	0	0	0	0	0
<i>Drug abuse violations</i>	0	0	0	0	0	0
<i>Liquor law violations</i>	0	0	0	0	0	0

Policy for Preparing the Annual Disclosure of Crime Statistics

Each year, prior to October 1st, ABCSD's staff work with the San Diego Police Department and its agencies in compiling crime statistics. Reports for this nature includes our campus and the adjacent public property to our campus location. The adjacent public property included the sidewalk, the street and the sidewalk immediately across the street. The report is combined with any reports of crimes that are made to ABCSD's Owner/Director or any employee of the school and the final statistics are reported to the students/employees whereby the report will be given to each student and employee prior to October 1, 2023. The report can be viewed at <https://associatedbarbercollege.edu/office/campus-security-policy.pdf>. New students are provided with these statistics prior to enrollment and prior to starting class. New faculty and staff are provided this information in their new hire packets. For current students and staff, the updated annual report will be posted on the school's website and a written notice will be given to each student and staff informing of the updated report annually, by October 1.

It is strongly encouraged that all students and employees take responsibility for always paying attention to their surroundings and be cautious in their interactions with others. Individuals should never go to their cars at night without an escort.

REPORTING CRIMINAL ACTIONS OR OTHER - EMERGENCIES OCCURING ON CAMPUS

Who to Report Clery and Other Crimes?

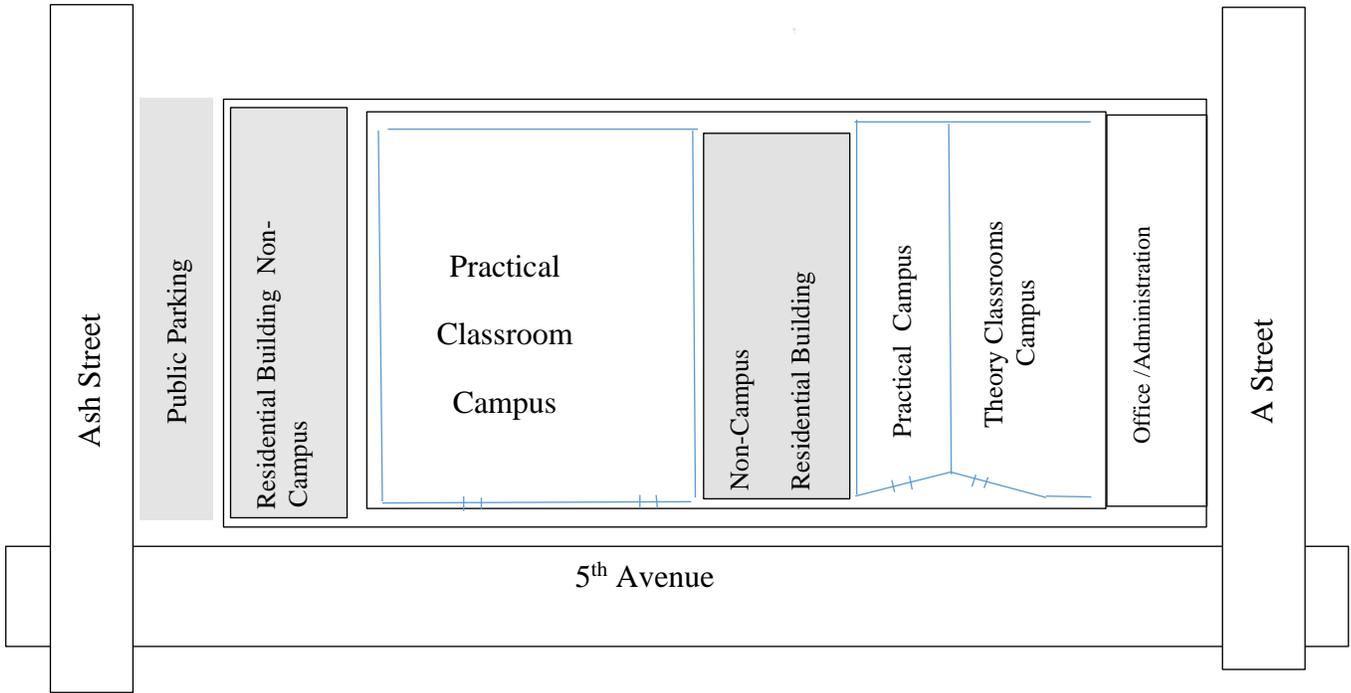
ABCSD has no campus security personnel and is entirely dependent on the San Diego Police Department, state, and federal officials for security. If you are a student, report any and all crimes you know about to the San Diego Police Department, and to ABCSD staff in the following sequence: (1) Owner/Director, (2) Associate Director, (3) Instructors, and (4) Financial Aid Office Personnel. If you are faculty or staff and cannot reach the School Director or Associate Director and you determine that this is an emergency, the San Diego Police Department should be contacted, and a report made to the appropriate authorities. Any suspicious person or activity in or around the campus should be reported immediately to one of the following authorities listed below. If there is an emergency of any sort 911 should be called immediately.

- Joseph Roccoforte (858) 688-5988 – Owner/School Director
- Michelle Roccoforte (619) 234-7703 – Associate Director/Title IX Coordinator/Campus Safety Coordinator
- Immediate Emergency- 911 SDPD or Non-Emergency: (619) 531-2000

ABCSD has identified faculty by wearing a blue or grey smock. However, these individuals are not trained in security and are not able to make arrests. Their role is to identify potential threats to the students, faculty, and staff, and to take the appropriate safety measures to minimize or eliminate any existing or potential threat. They are the primary points of contact for any individual wanting to report criminal activity on or around the campus. If

there is a situation that is determined to warrant law enforcement intervention, the San Diego Police Department will be contacted. The San Diego Police Department patrols the area on a frequent basis and alerts ABCSD to any suspicious activity. ABCSD has an “open-door” policy with law enforcement agencies; however, ABCSD does not have a written Memorandum of Understanding (MOU) with the local law enforcement.

CAMPUS MAP



Accurate and Prompt Reporting

ABCSD does not have a campus security police force. The Student Catalog encourages students to report criminal activity immediately to the police and then to school officials at ABCSD.

- Immediate Emergency- 911
- Joseph Roccoforte (858) 688-5988 – Owner/School Director
- San Diego Police Department Non-Emergency: (619) 531-2000

Timely Warning

In the event that a situation arises, either on campus or off-campus, which in the judgment of the School Director or Instructor constitutes an ongoing or continuing threat, a “timely warning” will be issued. The school is small enough that communication from the front of the school to the back of the school can occur rather rapidly and there are several phones within close proximity throughout the building. If there appears to be an immediate threat, the building will be evacuated. If there is a threat as a result of a criminal action that could

potentially jeopardize the safety and well-being of the students, faculty and staff, all will staff members will be informed through a group text so that the staff can properly access the immediate circumstances. All faculty are required to wear “blue or grey smocks” to identify them as Instructors on site. If a student is given an order by a staff member, the student needs to adhere to the order. Anyone with information warranting a timely warning should report the circumstance to the San Diego Police Department or school officials by phone or in person. Before issuing a Timely Warning, the school staff members shall determine the nature of the crime. ABCSD will consider the type of crime that was reported to determine if it is a Clery Crime. ABCSD will also consider if the crime is continuing danger to the campus community. (For example, if a rape is reported on campus and the alleged perpetrator has not been caught, the risk is there. If the alleged perpetrator was apprehended, there is no continuing risk.)

Notifications can also be sent via email. Each student’s email is recorded with the Admissions office upon enrollment.

Voluntary Confidential Reporting

If you are the victim of a crime and do not want to pursue action within the criminal justice system, you may still want to consider making a confidential report. With your permission, a designee of ABCSD can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the school can keep accurate records of the number of incidents involving students, faculty, and staff, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the College.

ACCESS TO AND SECURITY OF CAMPUS FACILITIES

Security and Access to the Buildings/Campus

ABCSD does not share a common parking lot; therefore, staff, students, and visitors can park on the street, or designated public parking areas. The parking lots are public property and should be lit. Any cars left overnight may be towed.

ABCSD does not have security personnel. ABCSD’s practical floor and theory classroom is open to students for education and to the public for barber services Monday 8:30am to 7:00pm, Tuesday – Friday 7:30 am – 7:30 pm, and Saturday 8:30 am – 3:30 pm. ABCSD’s office is open Monday – Friday from 8:30 am – 4:00 pm. After hours, the school will be locked. Access is restricted during holiday breaks.

Students wear white or black smocks that identify them as students. The school is small enough that individuals who students or graduates are not readily identifiable as needing to be questioned as to the nature of their business at the school. The practical floor has three entrances; the main entrance where the public enters and exits, the side entrance, used for students and staff entering and leaving the school, and the fire exit in the back office. The main entrance opens into a lobby; in order to get into the actual school, persons need to check in with the front reception counter before being let into the school. The theory classroom has one entrance, the main entrance. The office has one entrance, the main entrance.

Office Keys to Campus Facilities

Keys are provided to employees on a need-to enter basis as determined by the Director and Associate Director. Lost or stolen keys must be reported immediately to Joseph Roccoforte. Keys may not be loaned to other staff members, family, and friends or to students.

The School Director will confiscate any keys, which have not been specifically issued to a particular individual. Unauthorized duplication and illegal possession of keys is a misdemeanor crime punishable by law. (Refer to California Penal code section 469).

In Case of Emergency

Contact any of our staff if an emergency occurs after hours:

Immediate Emergency- 911
Joseph Roccoforte, Director (858) 688-5988
San Diego Housing Commission (619)235-7900

SECURITY PROGRAMS AND PROCEDURES FOR STUDENTS AND STAFF

We encourage our students and staff to be responsible for their own security and the security of others. Please visit the San Diego Police website for Safety and Security measures: <https://www.sandiego.gov/police/services/prevention/tips>

Campus Law Enforcement

ABCSD does not have campus security. Therefore, all crimes are referred to the San Diego Police Department Central Division. ABCSD does not have a written Memorandum of Understanding (MOU) with the San Diego Police Department Central Division.

CRIME PREVENTION PROGRAMS

During the enrollment process, our Admissions team specifically addresses our Campus Security Policy. We thoroughly review the crime prevention suggestions. In addition, we offer the website to the San Diego County Sheriff's Department Crime Prevention website. <https://www.sdsheriff.gov/community/crime-prevention>

DOCUMENTING & MONITORING CRIMINAL ACTIVITIES ON NON-CAMPUS ORGANIZATIONS

ABCSD does not have off campus locations of student organizations or off-campus housing facilities and does not have a policy nor is it required to have a policy. ABCSD does not monitor off campus activity.

WEAPONS POSSESSION POLICY

Firearms and weapons of any sort are prohibited on campus property. It is a serious violation of the law to possess a firearm or certain knives on campus on grounds or within buildings of the school. (Refer to Section 626.9 of the California penal code).

DRUG AND ALCOHOL - Policies and Procedures 2022-2023 (Please refer to policy on page 28 of this document)

ALCOHOL POSSESSION, USE, & SALE & ENFORCEMENT OF UNDERAGE DRINKING LAWS

The possession, sale or the furnishing of alcohol on the ABCSD campus is governed the laws of the State of California. Laws regarding the possession, sale, consumption or furnishing of alcohol by anyone under 21 years of age in public place or a place open to the public is illegal. ABCSD will notify the San Diego Police Department of any students or staff violating alcohol/substance policies or laws. ABCSD does not have a cooperative agreement with local law enforcement for off campus situations.

ILLEGAL DRUGS AND FEDERAL AND STATE DRUG LAWS

The ABCSD campus has been designated “Drug Free.” 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 San Diego Police Department. Violators are subject to ABCSD disciplinary action, criminal prosecution, fine and imprisonment. The school’s Drug and Alcohol Abuse and Prevention Policy can be found on the school’s website <https://associatedbarbercollege.edu/office/drug-and-alcohol-abuse-prevention-programs.pdf>

DRUG AND ALCOHOL ABUSE EDUCATION PROGRAM

The ABCSD drug and alcohol prevention and education plan consist of a description of the California alcohol and drugs laws stated above and the information about ABCSD’s policies pertaining to illegal drugs and to alcohol. Our school does not have any off-campus organizations. In the case of any criminal activity, our school will use local law enforcement to monitor and documents any criminal activity. ABCSD does not have a cooperative agreement with local law enforcement for off campus situations. ABCSD’s Drug and Alcohol Policy is DO NOT USE DRUGS! The plan prevents illicit use of drugs and alcohol by students and employees.

The Plan is also discussed during the student's orientation. The plan provides services related to drug use and abuse including school's disciplinary actions. For help contact: CRASH (619)-233-8054 Lydia. Alcoholics Anonymous www.aa.org Narcotics Anonymous www.na.org American Council on Alcoholism 1-800-527-5344 www.aca-usa.org

INFORMATION FOR CRIME VICTIMS OF RESULTS OF DISCIPLINARY PROCEEDINGS

ABCSD will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the results of any disciplinary hearing conducted by the school against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, ABCSD will provide results of the disciplinary hearing to the victim's next of kin, if so requested.

If you are a victim of a sexual assault at this institution, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The San Diego Police Department strongly advocates that a victim of sexual assault reports the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to an ABCSD staff member. Filing a police report with an ABCSD staff member will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from staff members.

Filing a police report will:

- Ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim.
- Provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later, (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam)
- Assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

When a sexual assault victim contacts the Police Department, the Police Sex Crimes Unit will be notified as well. The victim of a sexual assault may choose for the investigation to be pursued through the San Diego Police Department. ABCSD's disciplinary proceedings, as well as special guidelines for cases involving sexual misconduct are detailed in the Student Catalog. A student found guilty of violating the ABCSD sexual misconduct policy could be criminally prosecuted in the state courts and may be suspended or expelled from ABCSD for the first offense.

ABCSD does not have off-campus organizations. ABCSD does not have a cooperative agreement with local law enforcement for off-campus situations.

EMERGENCIES

Confirmation of Emergency

To confirm an emergency, an institution staff member or instructor will verify that a legitimate emergency or dangerous situation exists. The following staff members are responsible for ensuring a verifiable emergency in the sequence listed: (1) Director/Owner, (2) Associate

Director/Owner, (3) Instructor, (4) Admissions Administrator, and (5) Financial Aid Administrator. Confirmation doesn't necessarily mean that all of the pertinent details are known or even available. Confirmation may be made by calling San Diego Police Department. If these authorities are broadcasting warnings on the public media, the school authority may make a judgment based upon that type of confirmation.

Notification of Emergency

ABCSD will, without delay, and taking into account the safety of the community. Determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. The Director or the school official in charge will personally tour the facility and tell all students and persons of the emergency. To communicate with students not in school, the school official in charge will post the emergency notifications and recommendations to the school email, text message and/or call each student. The school official may also ask students to call, text, through a formal or informal phone tree. Notifications may also be posted on the main entrance door.

EMERGENCY RESPONSE AND EVACUATION AND MISSING STUDENT NOTIFICATION

A school staff member or instructor will immediately, upon confirmation of the San Diego Police Department or appropriate authority, notify the campus community of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus. Examples of some impending emergencies are listed below:

- Earthquake, Gas Leak
- Terrorist Incident, Armed Intruder
- Bomb Threat
- Civil Unrest or Rioting

Posted throughout the school are maps of the evacuation routes; there are three exits on the practical floor and an exit at each of the office and the classroom. In addition to the evacuation maps, one of the designated members of the Response and Evacuation Team will instruct the students, staff, and clients of what the emergency is and what plan of action needs to be taken by them. Pending on the nature of the emergency, the proper authorities will be notified, whether it be the SDG&E for gas leaks, the Board of Health for contagious viruses, or the San Diego Police Department / San Diego County Fire Department, etc., pending the emergency.

Emergency Response and Evacuation Team

Joseph Roccoforte - Director

\Michelle Roccoforte - Associate Director, Title IX Coordinator

Martha Sanchez – Financial Aid Administrator

Paula Alvarez – Admissions Administrator

Marcelina Roccoforte – Director of Curriculum

Leandro Gan – Instructor

Sherwin Mora – Instructor

Michael Figueroa - Instructor

Nick Cummings - Instructor

“Shelter in Place” Guidance

If an incident occurs, and the building you are in is not damaged, stay inside, seek an interior room until you are told it is safe to come out. If your building is damaged, take your personal belongings (purse, wallet, etc.) and follow the evacuation procedures for your building. Once you have evacuated, seek shelter at the nearest building quickly. If police or fire department personnel are on the scene, follow their directions.

How You Will Know to “Shelter in Place”

A shelter-in-place notification may come from several sources, including the San Diego Police Department or federal authorities.

How to “Shelter in Place”

No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need ever arise, follow these steps, unless instructed otherwise by local emergency personnel:

1. If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in case of an emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.
2. Locate a room to shelter inside. It should be: An interior room or above ground level; and without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms may be necessary.
3. Shut and lock all windows, (tight seal), and close exterior doors.
4. Turn off air conditioners, heaters, and fans.
5. Close vents to ventilation systems as you are able. (ABCSD will turn off ventilation as quickly as possible).
6. Make a list of the people with you and ask someone, (faculty or staff) to call the list in so they know where you are sheltering. If only students are present, one of the students should call in the list.
7. Turn on a radio or TV and listen for further instructions.

Annual Emergency Notification and Evacuation Drill

In the case of a fire impending emergency, a school staff member will vocally communicate to the students to evacuate through the marked fire exits in an orderly fashion. Each student will escort her/his client to the fire exits where marked when possible. A school staff member will clear the building of all persons. All students, staff and clients will immediately gather on the Northwest corner of 5th Avenue and Ash Streets in the parking lot. The receptionist or school official will bring the enrollment roster out with her and conduct attendance and client check to determine if everyone is accounted for.

- The date of the most recent annual test was June 22, 2023
- Time Elapsed: 15 minutes

- Unannounced

Missing Student Notification

ABCSD has no on-campus student housing facilities. Therefore, it is not required to have a missing student notification policy.

PREVENTION OF DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT, & STALKING

ABCSD is a Milady Rise Partner School and we offer a course that raises awareness in domestic abuse and human trafficking. Information on the course and literature on date rape education, risk reduction is available through the following website:

<https://www.miladytraining.com/courses/client-well-being-safety-certification>
https://www.sandiegocounty.gov/hhsa/programs/phs/office_violence_prevention/
<https://www.sdsheriff.gov/Home/Components/News/News/141/>

Sexual Assault and Sexual Harassment

ABCSD will not tolerate sexual assault of any kind. The term sexual assault is a general term that includes a variety of actions against any person without the person's consent, against the person's will, or under force, threat of force, or coercion. Consent cannot be given while intoxicated or medicated since these states inhibit an aware state of mind. The California Revised Code, Chapter 2907, defines sexual assault as: rape; sexual battery; unlawful sexual conduct with a minor; corruption of a minor; gross sexual imposition; sexual imposition; importuning; voyeurism and public indecency; or, any unwanted touching or act that is non-consensual and committed by the offender for the purpose of sexual gratification.

Future revisions, amendments, or additions to these or other applicable codes are incorporated in this policy by this reference. Sexual assaults of any kind are criminal offenses and are subject to criminal charges in the state of California. These violations of state law are also violations of ABCSD code of student conduct. Certain types of these offenses, including rape, sexual battery, and gross sexual imposition, may trigger a mandatory California Board of Regents academic dismissal hearing pursuant to California Revised Code 3345.23. Furthermore, ABCSD code of student conduct defines sexual assault as "any attempt or actual unwanted sexual contact, physical or nonphysical, in the absence of clear and voluntary consent. Clear and voluntary consent is consent that is given freely and actively in mutually agreed upon sexual activity. Consent is not clear or voluntary if it results from the use of physical force, threats, intimidation, or coercion. It is a violation of policy to have sex or sexual contact with someone who is known to be or should be known to be incapable of making a rational, reasonable decision."

Advising the Campus Community about Sex Offenders

In accordance with the Campus Sex Crimes Prevention Act (CSCPA) of 2000 is a federal law that provides for the tracking of convicted sex offenders enrolled at, or employed at, institutions of higher education. The CSCPA is an amendment to the Jacob Wetterling Crimes

against Children and Sexually Violent Offenders Act. The Federal Law requires state law enforcement provide ABCSD with a list of registered sex offenders who have indicated that they are either enrolled, employed or carrying on a vocation at ABCSD. ABCSD is required to inform the campus community that the registration list of sex offenders is available on line at: <http://www.meganslaw.ca.gov/>. If a student needs assistance in viewing this list, our office staff can be available to assist.

The CSCPA further amends the Family Educational Rights and Privacy Act of 1974 (FERPA) to clarify that nothing in the act can prohibit an educational institution from disclosing information provided to the institution concerning sex offenders.

Voluntary Confidential Reporting

If you are the victim of a crime and do not want to pursue action within the criminal justice system, you may still want to consider making a confidential report. With your permission, a designee of ABCSD can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the school can keep accurate records of the number of incidents involving students, faculty, and staff, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

Sexual Harassment

1. General Statement Against and Definition of Sexual Harassment

Associated Barber College of San Diego (ABCSD) is committed to ensuring an environment for all members of its community that is fair, humane, and respectful - an environment which supports and rewards student, faculty and staff performance on the basis of relevant considerations such as ability and effort. Behaviors that inappropriately assert sexuality as relevant to student, faculty or staff performance damage this environment. Therefore, ABCSD strives to provide for its students, faculty and staff an educational and employment environment free of unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct or communications constituting sexual harassment as defined and otherwise prohibited by local, state and federal law. Sexual advances, requests for sexual favors or sexually directed remarks constitute harassment when either:

1. Submission to such conduct is used or threatened to be used as the basis for academic or employment decisions; or
2. Such conduct directed against an individual persists despite its rejection.

Sexual harassment by any member of the ABCSD is prohibited. This prohibition includes peer harassment among students, staff or faculty. Sexual harassment by a faculty member or teaching assistant of a student over whom he or she has authority or by a supervisor of a member of the

faculty or staff is particularly serious. Such conduct may easily create an intimidating, hostile or offensive environment.

Sexual harassment can take many forms. Some of these are overt and unambiguous, while others may be more subtle and indirect. Direct forms of sexual harassment include sexual assault and sexual advances accompanied by an offer or reward or threats of reprisal. Such behavior constitutes serious misconduct, and a single incident establishes grounds for a complaint. Other forms of sexual harassment include sexual advances, physical or verbal, that are repeated and unwanted.

Romantic relationships that might be appropriate in other contexts may, within a college, create the appearance or fact of an abuse of power or of undue advantage. Moreover, even when both parties have consented at the outset to a romantic involvement, such consent does not preclude a subsequent charge of sexual harassment against the instructor or supervisor.

2. Possible Individual Actions Other than Complaint

With respect to students, in circumstances where it would not jeopardize personal safety, job status or academic status, a student subjected to unwelcome attention should communicate clearly to the offender that the behavior is not welcomed and should cease immediately.

To the extent possible, an effort should be made to determine whether others have been harassed by the same offender. Together, complainants are in a stronger position to cope with the situation and the offender. Advice on how to deal with a situation may be sought from:

- School Director, (619)234-7703, info@associatedbarbercollege.edu
- Associate Director/Title IX Coordinator, (619)234-7703, email address: associateddirector@associatedbarbercollege.edu

3. Making a Complaint; Investigatory Possibilities

If a student who believes that he or she was subject to sexual harassment is reluctant or unwilling to inform the alleged offender that the behavior is unwelcomed or he or she has done so but is not satisfied with the outcome, such student may file a complaint alleging violation(s) of this Policy with the Title IX Coordinator (contact information for both is noted above). The privacy of the student-complainant and those accused of violating this Policy will be protected throughout proceedings to the extent possible, and proceedings, meetings and hearings concerning harassment will, consistent with the relevant policies pursuant to which they are conducted, be closed. All reasonable measures will be taken to assure that no one involved in any complaint, investigation, or remedy shall suffer retaliation as a result of the proceedings, as ABCSD policy expressly forbids any such retaliation. Action will generally not be initiated without the consent of the student-complainant. However, ABCSD must retain, and hereby retains, the right to conduct an investigation without the consent of the student-complainant if it determines that such investigation is necessary to protect the interests of the individuals or ABCSD. A student-complainant who wishes to proceed with his or her complaint has two options: informal consultation and resolution, or formal action.

Note: Sexual misconduct (as defined in [Section C below](#)) is a form of sexual harassment, but not all sexual harassment constitutes sexual misconduct. The adjudication of claims of sexual misconduct will always be handled pursuant to and in accordance with the policies and procedures applicable to sexual misconduct, including, the prohibition on the ability to mediate sexual assaults.

a. Informal Consultation and Resolution

The informal complaint resolution process seeks to provide an opportunity for the complaint to be resolved by mutual agreement between the student-complainant and the alleged offender. The implementation of this informal process will be the responsibility of the Associate Director, the Title IX Coordinator or such other senior official such as the School Director. The person assigned to implement this process is referred to as the “responsible party.” To ensure compliance with ABCSD’s legal obligations and/or as otherwise determined to be appropriate, the School Director and Title IX Coordinator may, at any time, require a complaint to be resolved through Formal Action.

Under the informal complaint resolution process, the responsible party is expected to review the complaint and explore avenues for informal resolution with the student-complainant. ABCSD recognizes that it must balance the student-complainant’s right of privacy against the need to be fair to the alleged offender. To this end, after consulting with the student-complainant, the responsible party will meet with and provide the written complaint or a summary thereof to the alleged offender. The responsible party has the discretion to determine whether the situation warrants a meeting(s), either jointly with the student-complainant and the alleged offender or separately; provided, however, the student-complainant may not be compelled to meet with the alleged offender. Any person involved in the informal resolution discussion may be accompanied by an advisor of his or her choosing, whose purpose is only to support the individual not to participate in the process. The responsible party has the discretion to determine whether investigation of the complaint requires interviewing other persons who may have witnessed the alleged behavior or might have information that would otherwise be helpful to reaching a resolution.

The responsible party will seek to resolve complaints expeditiously, but in a manner that is consistent with the severity or complexity of the matter. It is generally expected that the informal resolution process will be completed within 30 business days. The responsible party will notify the complainant in writing of the results of the investigation and the action to be taken by ABCSD to resolve the complaint. If informal resolution fails to resolve the matter to the student-complainant’s satisfaction, the complainant may initiate Formal Action.

b. Formal Action

At his or her option, a student-complainant may elect to forego or to cease Informational Consultation and Resolution and to proceed with Formal Action. This means that the appropriate, formal ABCSD policies and procedures will be utilized to investigate and resolve the complaint. In the case of student-on-student sexual harassment and in cases where the alleged perpetrator is a student, such policies and procedures are those provided for in this Student

Catalog. If the alleged sexual harassment was perpetrated by an ABCSD faculty member or staff member, such policies and procedures are those provided for in the Employee Handbook, respectively.

c. Sexual Misconduct

As set forth in the School Conduct Policy stated in the Catalog, Associated Barber College of San Diego prohibits acts of sexual misconduct, which includes sexual assault, domestic violence, dating violence, sexual exploitation, and stalking. Definitions of the foregoing terms and other relevant details, including support services and procedural considerations, are set forth in this Section c. ABCSD respects the fact that the decisions whether to inform authorities and which authorities to inform rest with the individual who experienced the sexual misconduct. An individual who experienced sexual misconduct and desires to contact an authority should call the Associate Director (619-234-7703), (local police department) at 911 as soon as possible. Representatives from these offices are available to assist the victim in notifying law enforcement authorities if the victim so chooses. An individual who experienced sexual misconduct may also wish to contact a community-based sexual assault crisis center, and information, including names, addresses, websites and telephone numbers, for such centers is available at web. <https://www.associatedbarbercollege.edu>

Under federal law, all institutions of higher education must designate those of its staff with significant responsibility for student and campus activities as “Responsible Employees.” Responsible employees have an obligation to report immediately any information they come to learn regarding suspected Sexual Misconduct; thus, these individuals cannot agree to maintain privacy or confidentiality with respect to such matters. At ABCSD, Responsible Employees are to report such information to the Associate Director, the Title IX Coordinator. ABCSD has designated individuals holding the following titles/positions as Responsible Employees: the School Director, Associated Director and those designated to serve in the role of the instructor on staff.

In addition, consistent with its general crime reporting policies and procedures, members of the ABCSD who become aware of a possible incident of sexual misconduct are strongly encouraged to report it immediately to the School Director, Associate Director and/or local law enforcement.

1. Reporting Instances of Sexual Misconduct

If a person accused of the sexual misconduct is an ABCSD student, a complaint under the Conduct Policy may be formally filed with Associate Director, who is the Title IX Coordinator, The privacy of the complainant and respondent (the accused student) shall be protected throughout the proceedings to the extent possible, (see Subsection 4 below).

Though individuals are encouraged to come forward and report crimes, reports may be made anonymously by contacting the School Director at (619) 234-7703 or filing a report at the administration office with the Associate Director. All reports of sexual misconduct against and by

students will be reviewed by the School Director; however, the College's ability to investigate and to address alleged misconduct reported by anonymous sources is generally significantly limited. Accordingly, the more information that can be provided, the more thorough the investigation will likely be.

In cases of sexual misconduct, it is important to preserve relevant evidence as failure to do so could compromise any subsequent investigation, jeopardize the ability to punish the perpetrator and/or complicate the ability to obtain an order of protection. Though the decision of whether and when to report is up to the individual who experienced the sexual misconduct, delayed reporting may make it more difficult to find and convict/discipline the perpetrator. Thus, an individual who experienced sexual misconduct is encouraged to consider filing a report with the police; filing a report does not obligate the victim to press charges or pursue legal action. In order to preserve evidence, a victim should strongly consider obtaining an appropriate medical examination as soon as possible. Completion of a forensic examination does not require one to file a police report.

a. Order of Protection

If desired, a victim of sexual misconduct may seek an order of protection D.A. Victim Assistance Program (619) 531-4041.

<https://www.sdcca.org/helping/victims/victim-services> For more assistance, you can contact San Diego agencies, such as, D.A. Victim Assistance Program (619) 531-4041 24 Hour Countywide Crisis Line (888) 385-4657

The decision to grant such an order in any particular instance is at the discretion of the court. If such an order is issued, ABCSD will honor it as and to the extent required by law.

2. Process

Complaints will be investigated and, if warranted, disciplinary proceedings will be initiated according to the procedures outlined in the School Conduct Policy as supplemented by the provisions of this Section c. The preponderance of the evidence standard set forth in the Conduct policy will also be used in all investigations and hearings pertaining to cases of sexual misconduct. Sanctions for cases of sexual misconduct will vary based on the nature and severity of the situation as well as the perpetrator's prior disciplinary history, if any. The full range of applicable sanctions is listed under Article II Section C (Conduct Sanctions) of the Conduct Policy. Pursuant to the Conduct policy, sanctions of suspension and expulsion are automatically stayed and referred to the Provost for review. The School Director may make any determination outlined in the Conduct policy, and such determination shall not be subject to further appeal on the basis that the sanction imposed was inappropriate to the offense.

Notwithstanding any provision of the Conduct policy to the contrary, sexual assaults may not be mediated. Further, in cases of sexual misconduct, the complainant and respondent will not be permitted to directly question one another, unless both such parties have agreed to such questioning in writing. Upon request of either the complainant or respondent, at any time during the proceedings, ABCSD will provide reasonable accommodations to ensure that the complainant and respondent are separated, while still being able to hear one another. Both the complainant and respondent (i) will have equal access to the same information to be provided pursuant to the Conduct policy in connection with a disciplinary proceeding and (ii) will be afforded the same opportunity to participate in the process equally, meaning the complainant

will have the same rights and options as are afforded to the respondent under the Conduct policy. Finally, consistent with the process and procedures and within the timeframes provided for in the Conduct Policy, both the complainant and respondent will have the same right to appeal a decision made and/or sanction imposed in matters involving complaints of sexual misconduct.

3. Confidentiality

a. General

ABCSD will generally seek to protect the privacy of all parties to a complaint or other report of sexual misconduct to the extent possible, and a number of the procedures outlined in this Student Catalog are intended to facilitate ABCSD's ability to do so. ABCSD will, to the extent permitted by law, also seek to ensure that the name and identifying information of an individual who has experienced sexual misconduct is not included in any publicly available records. However, when a complaint of sexual misconduct is received, ABCSD may well have an independent legal obligation to investigate the same and to respond in a way that limits the effects of the sexual misconduct and prevents its reoccurrence, even if the individual who experienced the sexual misconduct has elected, as is his or her right, not to pursue it or has declined to cooperate.

Accordingly, ABCSD reserves the right to share information during or after an investigation with people who reasonably need to know it in order to promote campus safety; comply with law; provide for a prompt, fair and impartial resolution; and/or institute accommodations or protective measure. Such individuals may include ABCSD officials, faculty members, staff, investigators, witnesses, the individual who experienced the sexual misconduct, and the person accused of committing such misconduct. If an individual who experienced sexual misconduct is unsure of someone's duties and abilities to maintain his or her privacy, he or she should ask the individual before speaking to them.

b. Persons with the Legal Ability to Maintain Confidentiality

ABCSD staff members are generally obligated by law to maintain confidentiality, and these individuals when so acting are not required by law to report criminal offenses, including sexual misconduct, about which they are informed.

[Rape Victims Advocates](#), located Health and Human Services Agency

County of San Diego
1600 Pacific Highway, Room 206
San Diego, CA 92101

The phone number for students needing to access Rape Victims Advocates' 24-hour Confidential Advisor services is Center for Community Solutions (CCS) Rape Crisis Hotline:

(858) 272-5777

Under California law, communications between a Confidential Advisor and an individual who has experienced sexual misconduct and all records related thereto are to remain confidential, unless (i) the survivor consents to a disclosure in writing, (ii) disclosure is mandated

by law or court order, or (iii) failure to disclose such communication would result in a clear, imminent risk of serious physical injury to or death of the individual or another. In addition, a Confidential Advisor shall, on a monthly basis, report to ABCSD's Title IX Coordinator the number and type of incidents of sexual misconduct reported exclusively to the Confidential Advisor so as to permit ABCSD to fulfill its crime reporting obligations under state and federal law.

In the course of working with an individual who has experienced sexual misconduct, a Confidential Advisor will (i) inform him or her of the choice of possible next steps regarding reporting options and possible outcomes, whether through ABCSD policies and procedures or local law enforcement; (ii) notify him or her of the resources and services available to him or her, both on and off campus; (iii) discuss with him or her orders of protection and no contact orders; (iv) provide confidential services to and have privileged, confidential communications with him or her in accordance Civil Code, SEXUAL ASSAULT, AND STALKING: PERSONAL INFORMATION [1798.79.8 - 1798.79.95].

4. Support Options

In an effort to advance the cause of deterrence and reduce the possibility of a student experiencing sexual misconduct, information concerning sexual misconduct, sexual misconduct prevention options and warning signs, and safe and positive options for bystander intervention is available at www.associatedbarbercollege.edu. The option to seek accommodations is available regardless of whether the victim has elected to report the crime to campus police or local law enforcement.

Upon learning that a student has reported that he or she experienced sexual misconduct (and within 12 hours after receiving an incident report), whether the offense occurred on or off campus, the student will be provided the following information in writing: (i) the possible sanctions or protective measures that could be imposed upon an individual found, after a disciplinary proceeding pursuant to the Conduct policy, to have committed such an offense after a disciplinary proceeding; (ii) procedures an individual who has experienced sexual misconduct should consider, including, but not limited to, information about the importance of preserving evidence, to whom the alleged offense should be reported, and options regarding law enforcement and campus public safety authorities, including notifying the same, how ABCSD staff can assist with making such notification and the individual's right to decline to notify such authorities; (iii) the ability of an individual who has experienced sexual misconduct seek to secure an order of protection or no contact orders under California law; (iv) detailed information concerning ABCSD's disciplinary process for cases of sexual misconduct, including the victim's rights and options there under; (v) information about how and to what extent ABCSD can and will protect the confidentiality of victims; (vi) available counseling, physical and mental health treatment options, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services available for victims of sexual misconduct both on campus and in the area; (vii) options for, and available assistance in, changing academic, living, dining transportation and working situations (collectively, known as "accommodations"); and (viii) contact information ABCSD's Title IX Coordinator, as well as, local law enforcement and community-based sexual assault crisis centers.

b. Definitions Applicable to Sexual Misconduct

1. Consent

Consent represents the cornerstone of respectful and healthy intimate relationships. ABCSD strongly encourages its community members to communicate – openly, honestly and clearly – about their actions, wishes, and intentions when it comes to sexual behavior, and to do so before engaging in intimate conduct. It is always the requirement of the individual initiating sexual contact (or undertaking a new type of sexual activity) to ensure that consent is present before acting and is present during sexual activity.

When determining whether consent was present, ABCSD will consider whether a reasonable person in the same circumstances should have known whether the other party could or could not consent to the sexual activity. Thus, to have sex with someone who you know to be or should have known to be incapable of making a rational, reasonable decision about a sexual situation is a violation of this policy (e.g., an intoxicated person or someone with a temporary or permanent mental or emotional impairment). Consent is not present when an individual does not have the capacity to give consent, voluntarily or involuntarily, due to age (younger than 17 in California), physical condition, or disability that impairs the individual's ability to give consent. Reasons why one could lack capacity to give consent due to a physical condition include, but are not limited to, consumption of drugs or alcohol (voluntarily or involuntarily) or being in a state of unconsciousness, sleep, or other state in which the person is unaware that sexual activity is occurring. To be clear, a person may appear to be giving consent but may not have the capacity to do so; in which case, the apparent consent is not effective. If there is any doubt as to another person's capacity to give consent, one should assume that the other person does not have the capacity to give consent. Being intoxicated or impaired by drugs or alcohol does not excuse one from the responsibility to obtain consent. Being intoxicated or impaired by drugs or alcohol is never an excuse to commit sexual misconduct.

With the foregoing, consent means the existence of clearly understandable words or actions that manifest a knowing, active, voluntary, and present and ongoing agreement to engage in specific sexual or intimate conduct. Consent must be all of the following:

Knowing: Consent must demonstrate that all individuals are in a state of mind to understand, to be aware of, and to agree to the "who" (same partners), "what" (same acts), "where" (same location), "when" (same time), and "how" (the same way and under the same conditions) of sexual or intimate activity.

Active: Consent must be communicated in clearly understandable words or actions that reveal one's expectations and agreement to engage in specific sexual or intimate activity. This means that silence, passivity, submission, or the lack of verbal or physical resistance (including the lack of a "no") should not - in and of itself - be understood as consent. Consent cannot be inferred by an individual's manner of dress, the giving or acceptance of gifts, the extension or acceptance of an invitation to go to a private room or location or going on a date.

Voluntary: Consent must be freely given and cannot be the result of forces (violence, physical restraint, or the presence of a weapon), threats (indication of intent to harm, whether direct or

indirect), intimidation (extortion, menacing behavior, bullying), coercion (under pressure) or fraud (misrepresentation or material omission about oneself or the present situation in order to gain permission for sexual or intimate activity).

Present and ongoing: Consent must exist at the time of the sexual or intimate activity. Consent to previous sexual or intimate activity does not imply consent to later sexual or intimate acts; similarly, consent to one type of sexual or intimate activity does not imply consent to other sexual or intimate acts. Consent may also be withdrawn at any time by the person making known, by articulated word or concrete action, his or her intention to withdraw it, and thereupon, the sexual or intimate activity should immediately cease.

c. **Specific Acts of Sexual Misconduct**

As set forth in the Conduct policy, ABCSD prohibits all forms of sexual misconduct. Such conduct violates the community values and principles of ABCSD and disrupts the living, learning, and working environment for students, faculty, staff and other community members. Therefore, ABCSD's Conduct policy prohibits the actions noted in the Conduct policy as the same are defined below. An attempt to commit any such act, as well as assisting or willfully encouraging any such act, is also considered a violation of the Conduct policy. An act may violate one or more provisions of the Conduct policy; thus, ABCSD reserves the right to bring multiple charges against an individual for a single act. As circumstances warrant, a student may also be held responsible for the misconduct of his or her visitors and guests. The terms and definitions below are important components of ABCSD's Conduct policy. The definitions are intended to give meaning to these terms in the context of the ABCSD's community.

i. **Sexual Assault**

1. Sexual Penetration without Consent (e.g., rape): Any penetration of the sex organs or anus of another person when consent is not present, or any penetration of the mouth of another person with a sex organ when consent is not present. This includes penetration or intrusion, however slight, of the sex organs or anus of another person by an object or any part of the body, specifically including cunnilingus, fellatio, vaginal intercourse, and anal intercourse.

2. Sexual Contact without Consent (e.g., fondling): Knowingly touching or fondling a person's genitals, breasts, thighs, groin, or buttocks, or knowingly touching a person with one's own genitals, breasts or buttocks, when consent is not present. This includes contact done directly or indirectly through clothing, bodily fluids, or with an object. It also includes causing or inducing a person, when consent is not present, similarly, to touch or fondle oneself or someone else.

3. Incest: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by the laws of the state in which the incident occurred.

4. Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent under the laws of the state in which the incident occurred, which, under the laws of the State of California, the age of consent is 17.

ii. Sexual Exploitation

Taking sexual advantage of another person for the benefit of oneself or a third party in any of the following ways or by any of the following means, including via electronic means, methods or devices, includes but not limited to:

1. Sexual voyeurism or permitting others to witness or observe the sexual or intimate activity of another person without that person's consent;
2. Indecent or lewd exposure or inducing others to expose themselves when consent is not present;
3. Recording or taking, without regard to any distribution, photos, imagines, video or the like of (i) any person engaged in sexual or intimate activity or who is naked or otherwise in a state of undress, (ii) who is in a private space or a place where the person has a reasonable expectation of privacy, and (iii) without that person's consent;
4. Distributing in any format, including electronic and via social media, and without regard to who took or created the same, sexual information or photos, images, videos or the like, of the type described in 3 above, about or of another person without that person's consent;
5. Recruiting, harboring, transporting, providing, or obtaining another person for the purpose of sexual exploitation;
6. Inducing incapacitation in another person with the intent to engage in sexual conduct, regardless of whether prohibited sexual conduct actually occurs.

iii. Stalking

The following elements constitute stalking:

1. Engaging in a course of conduct, meaning two or more acts, that is directed at a specific person;
2. In which a perpetrator – directly, indirectly or through third parties – by any action, method, device or means, including electronic: follows, monitors, observes, surveils, threatens or communicates to or about said person or interferes with said person's property; and
3. Such that a reasonable person, meaning one under similar circumstances and with similar identities to the person to whom in the conduct is directed, would: fear for his or her safety or the safety of others; or suffer substantial emotional distress, meaning significant mental suffering or anguish regardless of whether such anguish does or does not require medical or other professional treatment or counseling

Provide all of the foregoing elements are satisfied, the following is a non-exhaustive list of examples of acts that could constitute stalking: following a person; being or remaining in close proximity to a person; entering or remaining on or near a person's property, residence, or place of employment; using electronic devices to monitor, observe or conduct surveillance of a person; threatening, by word or deed, a person; unwelcome, incessant electronic or telephonic

communication or electronic posting to or about a person; giving gifts or objects to or leaving items for a person; and interfering with or damaging a person's possessions or pets.

iv. Dating/Domestic Violence

Intimidation; harassment; physical abuse, including hitting, slapping, shoving, grabbing, pinching, biting, hair pulling or any act that would constitute a crime of violence under state law; sexual abuse, including rape, attacks on sexual parts of the body, forcing sex after physical violence, treating one in a sexually demeaning manner, coercing or attempting to coerce any sexual contact or behavior without consent; psychological or emotional abuse, including any pattern of behavior undermining an individual's sense of self-worth or self-esteem through constant criticism, diminishing one's abilities, name-calling or damaging one's relationship with one's children; or interference with personal liberty of any person by someone in an intimate relationship, as described below.

The case of Dating Violence, the following intimate relationships are covered: persons who have or have had a dating relationship; and persons who have or have had a social relationship of a romantic or intimate nature. The existence of such a relationship is determined based on the reporting party's statements and with consideration to the length of the relationship, the type of relationship and the frequency of interaction between persons involved in the relationship.

In the case of Domestic Violence, the following intimate relationships are covered: current and former spouses; current and former domestic partners; intimate partners or dating partners who share or formerly shared a common dwelling; persons who otherwise have a child in common or share a relationship through a child; and any other person protected by the domestic and family laws of the State of California.

7. Retaliation

ABCSD strictly prohibits any material adverse action against any individual for, in good faith, reporting, providing information, exercising one's rights or responsibilities under this Section or the Conduct Policy stated in the school catalog or otherwise being involved in the process of responding to, investigating, or addressing allegations of sexual misconduct. All reasonable measures will be taken to assure that no one involved in any complaint, investigation, or remedy suffers retaliation as a result of the proceedings. To this end, any retaliatory actions, including, but not limited to, intimidation, threats, coercion, denial of benefits or the like, against any such individual for having engaged in good faith in any of the above activities is prohibited and will be addressed in the most serious way by ABCSD. Anyone who suffers retaliation or is aware of possible retaliation or has other concerns regarding the response to a complaint of sexual misconduct should report such concerns to the Associated Director who is our Title IX Coordinator or the School Director; either party will investigate the matter and make findings so Associated Director can take appropriate actions to address such conduct in a fair and impartial manner. The Title IX Coordinator may be reached at 619-234-7703 or associateddirector@associatedbarbercollege.edu. The School Director may be reached at

619-234-7703 or info@associatedbarbercollege.edu

8. Amnesty for Sexual Misconduct Complainants and Witnesses

ABCSD encourages reporting of sexual misconduct and seeks to remove any barriers to an individual making a report. To this end, ABCSD recognizes that an individual who was drinking or using drugs at the time of such an incident may be hesitant to make a report because of potential consequences for their own conduct. Accordingly, an individual(s) who, in good faith, reports sexual misconduct that was directed at them or another person, either as a Complainant or a third-party witness, will not be subject to disciplinary action by ABCSD solely for their own personal consumption of alcohol or drugs.

National, State and Local Victim Resource Organizations

- San Diego 24 Hour Crisis Hotline (800) 273-8255
- San Diego Domestic Violence & Rape 24 Hour Hotline (858) 272-5777
- Domestic Violence & Sexual Assault 24 Hour Hotline (888) 385-4657
- San Diego Child Protective Services 24 Hour Hotline (800) 344-6000
- San Diego Adult Protective Services 24 Hour Hotline (800) 339-4661
- National Center for Victims of Crime (202) 467-8700
- Official Office for Victims of Crime: <http://www.ojp.usdoj.gov>
- National Victims' Constitutional Amendment Network (NVCAN) <http://www.nvcap.org>
- National Domestic Violence Hotline (800) 799-7233 (800) 787-3224 (TTY for the deaf)

The campus community is proud of its crime-free reputation. All citizens of the community may be confident that all reasonable attempts will be made to protect the identity of persons reporting incidents of criminal behavior insofar as the apprehension and, where appropriate, the prosecution of the alleged perpetrators will allow. But it must be understood that anonymity might not be possible in some cases.

Safety and Security Tips

WHERE: It is very important to us to know exactly where you are when you call.

Whenever possible note the location (room, building, street, etc.) where the incident occurred.

If the perpetrator is no longer near you, try to remember the route he or she took to leave the area.

WHAT: Tell us what exactly happened.

WHEN: Tell us when the incident occurred and approximately how long.

WHO: Describe the perpetrator's characteristics (hair color, race, height, weight, clothing and any markings such as moles, tattoos, etc.)

HOW: Be prepared to explain how the incident occurred.

On campus tips and Off Campus Tips

- Be aware of your surroundings at all times.
- Avoid and use caution when walking through parking lots.

- Keep personal belongings in view while in class.
- Learn self-defense techniques by enrolling in classes.

Hate Crimes

ABCSD, in addition to reporting crime statistics, is required to report any of the crimes as ones of hate crimes. The nature of the crime covers murder/non-negligent manslaughter, sex offenses-forcible or non-forcible (such as rape, fondling, incest, statutory rape), robbery, aggravated assault, burglary, motor vehicle theft, arson, dating violence, domestic violence, stalking and any other crime involving bodily injury which is reported to local law enforcement or a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias. Beginning with the 2009 statistics, additional crimes were added: crimes of simple assault, larceny-theft, intimidation, and destruction/damage/vandalism of property. Also added, was the detailed categories of bias for crimes reported based upon race, religion, sexual orientation, gender, gender identity, disability, and ethnicity/national origin.

CLEAR STATEMENT OF THE SCHOOL'S COMMITMENT TO VAWA

The ABCSD is committed to providing a safe environment for students, staff and faculty and is committed to the heart and spirit of VAWA.

What is covered by VAWA: Students and Staff on the school property between the hours of 8:30 am – 7:30 pm Monday; and 7:30am - 8:30pm Tuesday thru Friday; and Saturday 9:00 am- 3:30 pm are covered by VAWA. The school property includes the interior of the building and the sidewalk adjacent to the entrance. As a reminder, no student, staff, or faculty member should be on the property before 7:15 am Monday – Saturday, and after 7:45 pm Mondays – Saturday. The campus is closed on Sundays when most of the cleaning and repairs are done.

- Off-site activities in which the students, staff and faculty participate are covered by the policy.
- Students attending the Barber 1500 Hour Course, Barber 1200 Hour Course, Barber 1000 Hour Course, Barber Crossover Course, Cosmetology 1500 Hour Course, Cosmetology 1000 Hour Course are covered by the policy.

If a student is victimized off school property, the student may certainly talk to someone at the school for guidance. However, the school cannot investigate or adjudicate this type of incident as the perpetrator is not a student and outside the scope of this policy.

Investigation Procedures and Protocols

The school's Title IX Coordinator is not expected to be a lawyer, police officer or any type of law enforcement or investigative professional. The adjudication aspects of VAWA will need to be done with the conjunction with the local law enforcement and/or local domestic or sexual violence centers.

Students ARE NOT required to report any victimization to the school, police or sexual violence crisis centers.

If victimization should be reported to the school, investigation and adjudication will be performed to the best of the ability of the Title IX Coordinator. The Title IX Coordinator does not possess skills which can be better performed by law enforcement or sexual violence crisis centers. At present the United States Department of Education will not have approved trainers or training for at least 2 years as explained by James Moore on April 15, 2015 at the PCCS conference in Philadelphia. We do not want to minimize the importance of a proper investigation and adjudication. Any student who wants a properly done investigation and adjudication should know this information.

If victimization remains confidential and does not reveal the perpetrator's name, there will be no investigation. Should the victim want an investigation the Title IX Coordinator will explain what can be done without the help of law enforcement. This will depend on the incident. If the victim wants law enforcement involved, they will be called and take over the case.

Time Frame for Investigation: If an investigation is done by the school the time frame will depend on the type of incident and possible other unanticipated factors however every effort will be made to conduct the investigation in a timely manner. If the victim wants local law enforcement to do the investigation the time frame will be explained by them.

Preserving Evidence: The school does not have expertise in this area and does not make any statements or guarantees in this area.

Equitable Rights: The Title IX Coordinator will make every effort to provide equitable rights to the victim and perpetrator during the school's process through all channels available while protecting the victim.

Information Sharing: The victim will determine what information may or may not be shared with law enforcement unless the information must be shared for the public safety. That will be discussed with the victim prior to any disclosures.

GRIEVANCE/ADJUCATION PROCEDURES

Adjudication: Mediation is not used in sexual assault cases but may be used in other areas covered by VAWA. The school will never assume any person is in violation of the school's policy. The preponderance-of-the-evidence (i.e. more likely than not) standard will be used in any Title IX fact-finding and related proceedings, including hearings;

Identify the adjudicators, including:

The adjudicators will be the Title IX Coordinator and all responsible employees as identified in this document. If the police are brought in that would determine who the adjudicators will be.

There is no training available to determine whether an incident occurred. The school will enlist the services of the San Diego Police to make this determination.

Determine the Sanction: The sanction will be determined by the Title IX Coordinator with the advice of the council and the school's responsible employees. The school reserves the right to take whatever measures it deems necessary in response to an allegation of sexual misconduct in order to protect student's rights and safety. Not all sexual misconduct will be deemed equally serious and the school reserves the right to impose a range of sanctions, ranging from verbal warning to expulsion, depending on the severity of the offense. The school will consider the concerns of both the complainant and the person accused of sexual

misconduct. This would be done without revealing the victim's name if so desired by the victim.

If the victim or perpetrator is concerned with a possible conflict of interest, they may put their concerns in writing to be reviewed by the Title IX Coordinator and the responsible parties.

Both parties will receive notice of hearings. There will be an opportunity for both parties to present witnesses and other evidence, including: the victim, perpetrator and their witnesses if deemed appropriate by the Title IX Coordinator.

Evidence may be presented if approved by the Title IX Coordinator prior to the hearing. Questioning or evidence about the complainant's prior sexual conduct with anyone other than the alleged perpetrator is prohibited.

Evidence of prior consensual dating or sexual relationship between the parties by itself does not imply consent or preclude a finding of sexual misconduct.

Cross examination is not permitted.

Possible results of the adjudication process:

Sanctions: Restrictions on off-campus school activities, suspension and termination from attendance.

Remedies/accommodations for the victim; if additional remedies are needed for the victim they will be reviewed with the victim prior to adoption or implementation to determine the best course action.

Additional remedies for the school community: If additional remedies are needed for the school community, they will be reviewed with the school community prior to adoption or implementation.

The parties will be informed of the results of the adjudication;

Written notice to both parties of the outcome of the complaint. There will be no option for appeal.

The school will not require a party to abide by a nondisclosure agreement, in writing or otherwise, that would prevent the re-disclosure of the information related to the outcome of the proceeding.

There is no appeal.

PREVENTION AND EDUCATION

VAWA policies are reviewed at each student's orientation. Orientations are held 10 times a year and a student may feel free to repeat an orientation class after given 1-week prior notice to the director.

TRAINING

The school's employees are trained on a bi-annual basis from on-line courses that are specific to Domestic Abuse and Sexual Harassment. Staff meetings regarding these policies are yearly with detailed changes elaborated.

For more information refer to our Policy and Procedures on Sexual Harassment and VAWA/SaVE Acts.

ADDITIONAL TERMS/ DEFINITIONS

The following terms may be use throughout this document:

Aggravated Assault - An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. May be conducted by Firearm, Knife or Cutting Instrument, Other Dangerous Weapon, Hands, Fists, Feet, etc., Other Assaults.

Arrest - Persons processed by arrest, citation, or summons.

Arson - Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Assault - An unlawful attack by one person upon another.

Burglary - The unlawful entry of a structure to commit a felony or a theft.

Category of Fire - For HEA purposes, there are three categories of fire (1) **Unintentional Fire**: A fire that does not involve an intentional human act to ignite or spread fire into an area where the fire should not be. (2) **Intentional Fire**: A fire that is ignited or that results from a deliberate action, and circumstances where the person knows there should not be a fire. (3)

Undetermined Fire: A fire in which the cause cannot be determined.

Cause of Fire - The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, when mechanical failure or act of nature.

Consent - "Consent" means a freely given agreement to the act of sexual penetration or sexual conduct in question. Lack of verbal or physical resistance or submission by the victim resulting from the use of force or threat of force by the accused shall not constitute consent.

Dating violence - Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The relationship between the offender and victim is determined based on the following factors: (1) the length of the relationship, (2) The type of relationship, and (3) the frequency of interaction between the persons involved in the relationship.

Destruction/Damage/Vandalism of Property - To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any such means as may be specified by local law.

Domestic Violence - Felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitation with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by another other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Drug abuse violations - The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

Fire - any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

Fire related death - Any instance in which a person (1) Is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in a fire control, attempting rescue, or escaping from the dangers of a fire; or (2) dies within one year of injuries sustained as a result of the fire.

Fire-related injury - Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting to rescue, or escaping from the dangers of the fire. The term "person" may include students, employees, visitors, firefighters, or any other individuals.

Fondling-- The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will or not forcibly or against the person's will in instances where the victim is incapable of giving consent.

Hate crime - A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. For the purposes of Clery the category of bias includes the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability.

Incest - Sexual contact, including but not limited to Sexual Intercourse, between close relatives.

Intimidation - To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Larceny-Theft - The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

Liquor Law Violations - The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

Motor Vehicle Theft - The left or attempted theft of a motor vehicle. Motor Vehicle Theft may include Autos, Trucks and Buses, and Other Vehicles.

Murder - The willful (non-negligent) killing of one human being by another. As a general rule, any death caused by injuries received in a fight, argument, quarrel, assault, or commission of a crime is classified as Murder and Non-negligent Manslaughter.

Negligent Manslaughter (Criminal Homicide) - The killing of another person through gross negligence. As a rule, any death caused by the gross negligence of another is classified as Criminal Homicide - Manslaughter by Negligence.

Non-campus building or property – (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or (2) Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institutions educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Non-negligent Manslaughter - The willful (nonnegligent) killing of one human being by another. As a rule, any death caused by injuries received in a fight, argument, quarrel, assault, or commission of a crime is classified as Murder and Nonnegligent Manslaughter.

On Campus – (1) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institutions educational purposes, including resident halls, and (2) any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by the institution but controlled by another person is frequently used by students, and supports institutional purposes (such as food or other retail vendors).

On-Campus Student Housing Facility - any student housing facility that is owned or controlled by the institution or is located on property that is owned or controlled by the institution and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.

Property Damage - The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity. this estimate should include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however, it does not include and direct loss, such as business interruption.

Public property - all public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to an accessible from the campus.

Rape - Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

Referred for disciplinary action – The referral of any person to any official who initiates a disciplinary action of which a record is established, and which may result in the imposition of a sanction.

Robbery - The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear. Can include the use of Firearm, Knife or Cutting Instrument, Other Dangerous Weapon, Strong-arm-Hands, Fists, Feet, etc.

Sexual Assault - Sexual penetration by force or threat of force or an act of sexual penetration when the victim was unable to understand the nature of the act or was unable to give knowing consent (720 ILCS 5/12-13)

Simple Assault - All assaults and attempted assaults which are not of an aggravated nature and do not result in serious injury to the victim.

Stalking - Crossing state lines, use of mail or computer and electronic communication services with the intent to kill, injure, harass, or intimidate another person, and as a result, place that person in reasonable fear of death or serious bodily injury or cause substantial emotional distress to that person, a spouse or intimate partner of that person, or a member of that person's family.

Statutory Rape - Sexual relations involving someone below the "age of consent".

Unfounded Crime - A reported crime that upon investigation by law enforcement authorities is found to be false or baseless. Only sworn or commissioned law enforcement personnel may unfound a crime. Crime reports can be properly determined to be false only if the evidence from a complete and thorough investigation establishes that the crime reported was not, in fact, completed or attempted in any manner.

Weapons: Carrying, Possessing, Etc. - The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.



Drug and Alcohol Policies and Procedures

2023-2024

(2023 Biennial Review Version)

Drug and Alcohol Abuse Prevention Policy

The College policy regarding the possession, use, and/or sale of alcoholic beverages or illicit drugs by Associated Barber College of San Diego (“ABCSD”, “College”) staff, faculty, or visiting students is governed by state and municipal law and further governed by the Institutional Policies for Personal Conduct. The college expects that individuals and groups will conduct themselves and operate within the scope of the rules and regulations. Proven violations of these policies and regulations will lead to serious consequences and may include criminal prosecutions as well as suspension.

Introduction

ABCSD is dedicated to developing and creating a community that is free from the illegal use of alcoholic beverages and drugs. The success and development of all students are priorities at ABCSD. We are committed to creating an environment that is safe and stimulating to the growth potential of every student.

Educational Objectives

ABCSD’s primary objective is to provide each enrolled student with a high-quality barber educational program in an environment that is conducive to attaining barber shop skills by adopting a straightforward, pragmatic methodology. It is ABCSD’s goal that each student is able to become successful employable barbers in the State of California by being able to provide quality barbering services to the consumer.

Associated Barber College of San Diego Mission Statement

ABCSD’s purpose is to educate men and women in the field of barbering and cosmetology. Our mission is to instruct students in the barbering and cosmetology fields with hands-on techniques and classroom theory so that our graduates will be prepared to pass the California State Barber exam for an entry level position of employment in the barber industry.

Statement

ABCSD will impose some or all sanctions to any student or employee who violates the standard of conduct (consistent with local, state, and federal law). One of the sanctions could be up to and including expulsion, termination of employment, and referral for prosecution.

Drug Free School Prevention Program Purpose

At ABCSD, our paramount objective is to provide a safe and healthy environment for all students, employees, and visitors. To achieve this, we have established a robust Drug and Alcohol Abuse Prevention Program (DAAPP) that emphasizes the importance of maintaining a drug and alcohol-free campus. Complying with the Drug-Free Schools and Campuses Regulations (34 CFR Part 86) and the Drug-free Schools and Communities Act is of utmost importance to us, and we are fully committed to meeting these federal requirements.

Central to our Drug-Free School Prevention Program is the unequivocal prohibition of illegal drug use and the unauthorized distribution of alcohol. This prohibition extends to all areas of our campus, as well

as off-campus settings. We firmly believe that a drug-free environment is conducive to fostering a positive atmosphere for learning, personal growth, and academic success among our student community.

As part of our commitment to maintaining a safe environment, we adhere to state laws regarding alcohol consumption, which stipulate a legal drinking age of 21 years. Consequently, any student found consuming alcohol while underage is in violation of our standards for student conduct.

Furthermore, we are deeply concerned about the potential repercussions of excessive alcohol consumption, which can lead to serious offenses such as driving while intoxicated or engaging in public intoxication. Our Drug-Free School Prevention Program includes educational initiatives to raise awareness about the risks associated with alcohol misuse and to prevent any alcohol-related incidents on campus.

The Drug Free School and Campuses Regulations (34 CFR Part 86)

Under the Drug-Free Schools and Communities Act (DFSCA) of 1989, institutions of higher education, including ABCSD, are required to certify that they have established and implemented programs to prevent the abuse of alcohol and the use or distribution of illicit drugs by both students and employees on campus premises and as part of any university-related activities. To comply with this regulation, ABCSD ensures that all students and employees receive annual distributions of the following information:

- a. A written statement outlining the standards of conduct, which explicitly prohibits the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees.
- b. A comprehensive written description of the legal sanctions that may be imposed under local, state, and federal laws for the unlawful possession or distribution of illicit drugs and alcohol.
- c. A detailed written account of the health risks associated with the use of illicit drugs and the abuse of alcohol, highlighting the potential dangers to individuals and the campus community.
- d. An informative description of any drug or alcohol counselling, treatment, rehabilitation, or re-entry programs that are available to both employees and students to support their well-being and recovery.
- e. A clear statement affirming that ABCSD will apply disciplinary sanctions to students and employees who violate the established standards of conduct, including but not limited to measures such as expulsion, termination of employment, and referral for prosecution.

By providing this essential information to all members of the ABCSD community, the university aims to foster a culture of awareness, responsibility, and well-being while reinforcing its commitment to a drug-free and safe learning environment for everyone on campus.

Procedures for Assessing the Quantitative and Qualitative Drug and Alcohol Prevention Program

ABCSD is committed to maintaining a comprehensive and effective Drug and Alcohol Abuse Prevention Program in accordance with the Drug and Alcohol Abuse Prevention Regulation (Education Department General Administrative Regulations, Part 86). To ensure the program's ongoing

effectiveness and identify areas for improvement, ABCSD conducts a biennial review with the following objectives:

- **Quantitative Evaluation:** This assessment focuses on the consistency of sanctions imposed for violations of the university's disciplinary standards and codes of conduct related to drugs and alcohol. It involves analysing the frequency and severity of sanctions to gauge the level of deterrence and the program's impact on discouraging drug and alcohol abuse among students and employees.
- **Qualitative Data Analysis:** The review includes an examination of the numbers of drug and alcohol sanctions from the previous evaluation period. This qualitative assessment helps identify trends and patterns in the sanctions, providing insights into potential areas for improvement or adjustment in the prevention program.
- **Feedback from Stakeholders:** Feedback from a committee or a small group of students and staff members is also considered during the review process. This input provides valuable perspectives and insights that can inform program enhancements.
- **Identification of Areas for Improvement:** The review aims to proactively identify areas that may require enhancement or modification in the drug and alcohol abuse prevention programs. By recognizing potential gaps or challenges, ABCSD can make necessary adjustments to ensure the program remains effective.
- **Comprehensive Report:** The culmination of the biennial review results in the production of a comprehensive report of review findings. This report serves as a valuable resource, guiding the implementation of improvements, best practices, and evidence-based strategies.

By regularly evaluating and refining its prevention efforts through this systematic and data-informed approach, ABCSD remains dedicated to creating a safe, supportive, and healthy campus environment for all members of the university community.

Alcohol Possession, Use, Sale and Enforcement of Underage Drinking Laws

The possession, sale, or furnishing of alcohol on the ABCSD campus is subject to the laws of the State of California. It is essential for all members of the university community to comply with these laws, which strictly regulate the possession, sale, consumption, and furnishing of alcohol. California law prohibits anyone under 21 years of age from possessing, purchasing, or consuming alcohol in any public place or a place open to the public.

To maintain a safe and lawful environment on campus, ABCSD is committed to upholding these regulations. Any violations of alcohol or substance policies, as well as any violations of the law, will be reported to the San Diego Police Department. It is vital for all students and staff to be aware of and adhere to these regulations to ensure a safe and responsible campus community.

While ABCSD takes its responsibilities seriously when it comes to on-campus matters, it is essential to note that the university does not have a cooperative agreement with local law enforcement for off-campus situations. It is the individual's responsibility to abide by applicable laws and regulations even when off-campus. Being informed and making responsible choices regarding alcohol use is paramount for the well-being of all members of the ABCSD community.

Program Oversight and Review

In accordance with federal law, ABCSD notifies students and faculty annually about its drug and alcohol abuse prevention program and related policies, as well as reviews the program on a yearly basis. The Compliance Committee is responsible for updating reports, posting reports on the ABCSD website, and assure that the handbook, employee manual, and student manual are updated.

The Compliance Committee is comprised of the following members:

- Joseph Roccoforte – Owner/School Director
- Michelle Roccoforte – Associate Director
- Tonya Parker-Jones – Financial Aid Director
- Martha Sanchez – Financial Aid Administrator

Who to Report Alcohol and Drug use in or around the campus?

At ABCSD, there are designated individuals on-campus who can receive reports of alleged alcohol and drug use violations. These individuals play a critical role in identifying potential threats to the safety of students, faculty, and staff. While they are not trained in security and cannot make arrests, they are trained to take appropriate safety measures to minimize or eliminate any existing or potential risks.

If you become aware of any criminal activity related to alcohol or drug use on or around the campus, these designated individuals are the primary points of contact for reporting such incidents. They will address the situation promptly and take appropriate actions to ensure the safety and well-being of the college community.

In situations where law enforcement intervention is deemed necessary, the San Diego Police Department will be contacted. The police department actively patrols the area surrounding the campus, and ABCSD collaborates with them to address any suspicious activities or potential threats.

ABCSD maintains an "open-door" policy with law enforcement agencies, fostering cooperation and communication. However, it is essential to note that there is currently no formal written Memorandum of Understanding (MOU) between ABCSD and the local law enforcement. Nonetheless, both parties are committed to ensuring the safety and security of the college community.

Illegal Drugs and Federal and State Drug Laws

ABCSD is committed to maintaining a "Drug-Free" campus environment. As such, the possession, sale, manufacture, or distribution of any controlled substance is strictly prohibited under both state and federal laws. These laws aim to combat drug abuse and protect the safety and well-being of the university community.

The San Diego Police Department actively enforces these laws and collaborates with ABCSD to ensure a safe campus environment. Any individual found in violation of drug laws will face serious consequences, including disciplinary action by the college and potential criminal prosecution.

ABCSD emphasizes the importance of compliance with federal and state drug laws to maintain a secure and conducive learning environment for all students, faculty, and staff. Together, we work to prevent drug abuse and uphold the values of personal responsibility, respect, and academic excellence.

Drug-Free Policy

ABCSD is committed to maintaining a drug-free and safe learning environment for all students, faculty, and staff. We recognize that the illegal use of drugs and alcohol poses serious health and safety risks and can hinder academic and professional success. To uphold this commitment, we have implemented the following policies:

Firstly, students, faculty, and staff are strictly prohibited from consuming alcoholic beverages on school premises, during classes, or during any activities officially sponsored by the university. Secondly, we fully support and adhere to all federal, state, and local ordinances related to alcohol and drugs. Our institution actively cooperates with law enforcement authorities to safeguard the well-being of our students, staff, and faculty from the illegal possession, purchase, sale, and manufacture of controlled substances and alcohol. In the event of any violations, offenders will be referred to the appropriate civil authorities, and disciplinary action will be taken by the institution.

Moreover, it is imperative that all members of the ABCSD community familiarize themselves with and abide by our Drug-Free Campus Policy. This policy emphasizes the importance of maintaining a drug-free environment and outlines the consequences of violating these standards. Additionally, our faculty, staff, and student employees are also expected to comply with the ABCSD Drug-Free Workplace Policy, which provides guidelines for addressing drug-related issues in the workplace.

Lastly, we emphasize that any behaviour that disrupts the educational environment, causes public inconvenience, annoyance, or alarm, or poses a risk to people and/or property, even if influenced by alcohol, is considered a violation of both institution policy and the law.

ABCSD takes these policies seriously and is committed to providing support and resources to promote a drug-free and safe campus environment. By upholding these principles, we create a conducive learning and working environment that fosters personal growth, academic success, and professional development for all members of our community.

CONDUCT, DISCIPLINARY ACTION, AND PENALTIES

Standards of Conduct

ABCSD enforces strict Standards of Conduct to maintain a safe and drug-free campus environment. The following behaviours are strictly prohibited and subject to disciplinary action:

- Use, possession, sale, distribution, and/or production of narcotics or other controlled substances, including marijuana, unless expressly permitted by law. Even with a medical recommendation or license, the possession or use of marijuana is prohibited on college property to comply with Federal law. Any drugs or paraphernalia found in a student's possession or assigned area will be in the possession of the student, regardless of whether they purchased or furnished the items. Confiscated paraphernalia will not be returned to students.

- Illegal or improper use of prescription or over-the-counter medicines. Prescription medicines must be kept in their original bottle with the doctor's prescription noted on it. Prescription medicines found without their prescription attached will be confiscated until the prescription can be produced. All prescription medications must be prescribed to the person in possession of the medication.
- Possession of drug paraphernalia, including but not limited to water pipes, scales, needles, clips, rolling papers, and bongs, or any device associated with drug use, regardless of whether it is purchased or handmade.
- Use of legal substances in an improper manner, such as ingesting cleaning chemicals or inhaling other chemical substances for intoxication purposes.
- Providing drugs with the intent of taking advantage of another person.

Additionally, the possession or use of drugs or alcohol is strictly forbidden on college premises or during any off-campus activities. Faculty and student peers are responsible for addressing concerns related to alcohol or drug abuse or dependency if encountered by a student. Students seeking counselling assistance for drug or alcohol dependency can reach out to designated staff, and all referrals will be kept confidential. The College provides information on drug abuse prevention to all students and employees.

At ABCSD, we take these Standards of Conduct seriously, as they are crucial for fostering a safe and conducive learning environment for all members of our community.

College Disciplinary Penalties

Students found in violation of the Standards of Conduct outlined earlier will face disciplinary action as per the college's policy and Student Standards of Conduct and Disciplinary Process. The disciplinary actions may range from warnings and probation to expulsion, depending on the severity of the violation. It is essential to note that unlawful possession of alcohol and drugs may not only result in college disciplinary measures but also subject the individuals to federal and state laws.

Students and employees found entering institution property under the influence of alcohol or drugs will be referred to treatment and/or reported to local authorities. Any other individuals exhibiting such behavior will be reported to local authorities immediately.

Federal Penalties and Sanctions for Illegal Possession of Controlled Substances

Federal Legal Sanctions:

Pursuant to federal law, the United States Sentencing Guidelines establish mandatory minimum penalties for categories of drug offenses and provide for penalty enhancements in specific cases. Under these federal guidelines, courts can sentence a person for up to 6 years for unlawful possession of a controlled substance, including the distribution of a small amount (less than 250 grams) of marijuana; a sentence of life imprisonment can result from a conviction of possession of a controlled substance that results in death or bodily injury; and, possession of more than 5 grams of cocaine can trigger an intent to distribute penalty of 10-16 years in prison.

Federal Penalties and Sanctions for Illegal Possession of Controlled Substances:

21 U.S.C. 844(A)

- 1st conviction: Up to 1 year imprisonment and fined at least \$1,000 but not more than \$100,000, or both.
- After 1 prior drug conviction: At least 15 days in prison, not to exceed 2 years and fined at least \$2,500 but not more than \$250,000, or both.
- After 2 or more prior drug convictions: At least 90 days in prison, not to exceed 3 years and fined at least \$5,000 but not more than \$250,000, or both.
- Special sentencing provisions for possession of crack cocaine: Mandatory at least 5 years in prison, not to exceed 20 years and fined up to \$250,000, or both, if:
 - 1st conviction and the amount of crack possessed exceeds 5 grams.
 - 2nd crack conviction and the amount of crack possessed exceeds 3 grams.
 - 3rd or subsequent crack conviction and the amount of crack possessed exceeds 1 gram.

21 U.S.C. 853(A)(2) AND 881(A)(7)

- Forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than 1 year imprisonment. (See special sentencing provisions re: crack, above.)

21 U.S.C. 881(A)(4)

- Forfeiture of vehicles, boats, aircraft, or any other conveyance used to transport or conceal a controlled substance.

21 U.S.C. 844A

- Civil fine of up to \$10,000.

21 U.S.C. 862

- Denial of Federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to 1 year for first offense, up to 5 years for second and subsequent offenses.

18 U.S.C. 922(G)

- Ineligible to purchase, receive or transport a firearm.

Note: These are only federal penalties and sanctions. Additional local penalties and sanctions may apply.

Federal Trafficking Penalties: Updated information about federal drug trafficking penalties for most drugs can be found at the following website:

<https://www.dea.gov/drug-information/csa>

Information about federal drug trafficking penalties for marijuana, hashish, and hash oil can be found on the same website.

San Diego Court on Drug and Alcohol

A Drug Court is a specialized court that handles specific felony and misdemeanor cases involving non-violent offenders with drug-related issues. In the San Diego region, due to recent funding constraints,

the Adult Programs have limited enrollment to felons only at present. This program is designed to provide a comprehensive approach to address drug use and related offenses.

Participants in the Drug Court program are subject to frequent random drug testing and receive judicial supervision throughout the duration of their involvement. The program also includes drug treatment counseling, educational opportunities, vocational training, and the implementation of court-imposed sanctions and incentives. The judge actively oversees the progress of drug court participants, offering guidance and support, unlike traditional unsupervised probation or diversion programs.

Successful completion of the criminal drug court program typically requires a minimum commitment of 18 months. Upon meeting all program requirements and demonstrating significant progress, probation may be terminated for the participant. In some rare instances, with the recommendation of the prosecutor, the drug-related charge may be dismissed altogether.

The Drug Court aims to provide a rehabilitative approach to non-violent drug offenders, promoting recovery and reducing the likelihood of repeat offenses. By combining judicial supervision, drug treatment, and support services, the program offers an opportunity for individuals to make positive changes and reintegrate into society as law-abiding citizens.

How many Drug Courts are there?

Each of the programs in San Diego County was designed using the guidelines of the Federal Office of Drug Court Policy.

San Diego County Drug Courts include:

- North County Division Adult Drug Court;
- Central Division Adult Drug Court;
- East County Division Adult Drug Court;
- South County Division Adult Drug Court; and
- Juvenile Drug Court (both Delinquency and Dependency).

What is the Adult Drug Court's mission?

The mission of the Adult Drug Court Program is twofold:

- To improve lives that have been impacted by drug addiction; and
- To increase public safety by reducing the amount and frequency of drug related crimes.

These goals are accomplished by assisting the participants in leading clean, sober, independent, and productive lives. The tools used to provide this assistance are:

- Mandated treatment,
- Rigorous court supervision,
- Sanctions,
- The dedication of caring and knowledgeable collaborative team members.

How is the Adult Drug Court funded?

San Diego Superior Court Adult Drug Courts operate with Federal and State grant money. In addition, local law enforcement agencies have contributed drug asset forfeiture money and Local Law Enforcement Block Grant funds. The County, in collaboration with the San Diego Superior Court, has applied for and received funding for Drug Courts including federal funding for a countywide drug court evaluation and state funding through the California Drug Court Partnership Act and Comprehensive Drug Court Implementation Act.

Participants in the Adult Drug Court programs must pay a minimal \$20 fee each week to the provider to aid in the therapeutic aspect as well as to help off-set costs.

Who is involved in the Adult Drug Court?

The Drug Court Team consists of the following representatives:

- Superior Court - Judge and support staff;
- District Attorney;
- Public Defender;
- State and local law enforcement agencies;
- Case Management and Treatment Providers.

Are Violent and/or Serious Offenders Eligible for Drug Court?

San Diego Superior Court Adult Drug Courts exclude offenders charged with violent offenses, sex crimes, manufacturing illegal substances and other serious offenses. Funding under the Crime Bill excludes participation by any offender that has been charged with a violent offense or who has a prior conviction for a violent crime.

How often does Drug Court convene?

Court status hearings with the Drug Court Team are held weekly. Participants appear before the judge weekly, bi-weekly, or monthly, depending on which phase of the program they are in. A report of each participant's progress is prepared and given to the judge prior to the hearing. The judge is notified of positive and negative urinalysis tests, and attendance at counseling and

educational classes. Any special circumstances concerning the participant are included in the progress report. The Court may increase the frequency of drug testing, order increased attendance or participation in a residential program as a requirement to stay in the program and may order jail time as a sanction. Terminating the defendant from Drug Court and sentencing them, is the final sanction.

What is the Treatment Program?

All four Divisions of the Adult Drug Court Programs utilize a single case manager/ treatment provider, who is under contract to San Diego County Health and Human Services Agency. The Drug Court Teams and treatment providers have together designed drug intervention programs intended to provide an early opportunity for treatment and a cost-effective alternative to traditional criminal case processing. The criteria for program participation have been established cooperatively by the Court, the Public Defender's Office, the District Attorney's Office, County HHS/Alcohol & Drug Services and local law enforcement agencies. Local law enforcement officers participate as Drug Court Liaison Officers to help supervise the program participants in the community.

What does Treatment entail?

Treatment services may include:

- Group therapy;
- Individual therapy;
- Case Management;
- Urinalysis drug testing (quantitative and immediate results); and
- Placement in detox, residential treatment, sober living and mental health programs as deemed appropriate by the Drug Court Teams and availability of resources.

Substance Abuse Assessment Unit (SAAU)

The Substance Abuse Assessment Unit (SAAU) was implemented by the court in an effort to assist the judges in assessing and referring defendants into appropriate programs that will assist them in completing their terms of probation.

The SAAU is staffed by addiction specialists qualified to assess and evaluate levels of addiction and determine appropriate levels of treatment.

Driving Under the Influence (DUI)

Driving Under the Influence cases are referred to the SAAU for evaluation and referral to the appropriate DUI program, MADD Impact Panel and treatment program if necessary.

Drug Court

Drug Court is a special court that hears selected felony and misdemeanor cases involving non-violent, drug-using offenders.

The mission of the Adult Drug Court Program is twofold: to improve lives that have been impacted by drug addiction, and to increase public safety by reducing the amount and frequency of drug related crimes. These goals are accomplished by assisting the participants in leading clean, sober, independent and productive lives. The tools used to provide this assistance are mandated treatment, rigorous court supervision, sanctions and the dedication of caring and knowledgeable collaborative team members.

California State Applicable Laws Overview

Students and employees at ABCSD should be well-informed about the laws in the State of California pertaining to the consumption of alcohol. The following provides an overview of relevant state laws that apply to students and employees:

- It is illegal for individuals under the age of 21 to possess an alcoholic beverage in any public place or any place open to the public (California Business and Professions Code §25662). This law aims to discourage underage drinking and protect the well-being of young individuals.
- Furnishing, giving, or selling alcoholic beverages to someone under the age of 21 is considered a misdemeanor offense (California Business and Professions Code §25658(a)). This regulation holds accountable those who might enable underage drinking.
- Being under the influence of alcohol in a public place and unable to exercise care for one's own safety or the safety of others is considered a misdemeanor (California Penal Code §647(f)). This law emphasizes the importance of responsible alcohol consumption and personal safety.
- Operating a motor vehicle while under the influence of alcohol or other intoxicants, or with a blood alcohol level of 0.08% or higher, is prohibited (California Vehicle Code §23152). This law is enforced to prevent accidents and promote road safety.
- Riding a bicycle under the influence of alcohol, drugs, or both is classified as a misdemeanor (California Vehicle Code §21200.5). This regulation extends the responsibility of sober driving to cyclists as well.
- Possessing an open container of an alcoholic beverage while in a motor vehicle is considered an infraction (California Vehicle Code §23223). This law discourages drinking while driving and applies to both drivers and passengers.
- It is an infraction for the owner or driver of a motor vehicle to allow an open container of alcohol in the passenger area (California Vehicle Code §23225). This law encourages vehicle owners and drivers to maintain a safe and alcohol-free environment.
- Regarding offenses involving controlled substances, California imposes several penalties under the Health and Safety Code §11350. Unlawful possession of controlled substances may result in imprisonment in the county jail or state prison, with fines ranging up to \$70 for the first offense and at least \$1,000 for felony convictions.

For driving under the influence of alcohol (or any other drug), the following are some of the legal sanctions:

- First conviction: Imprisonment in the county jail for a minimum of 96 hours, with at least 48 continuous hours, and a fine ranging from \$390 to \$1,000. Additionally, the offender's privilege to operate a motor vehicle may be suspended (California Vehicle Code §23536).
- Conviction of driving under the influence with or without bodily injury within ten years of certain other felony convictions, including vehicular manslaughter and previous DUI offenses, may lead to imprisonment in state prison or county jail for up to one year, a fine ranging from \$390 to \$1,000, and the revocation of the privilege to operate a motor vehicle (California Vehicle Code §23550.5).
- Driving under the influence causing bodily injury may result in imprisonment in state prison or county jail for a minimum of 90 days to one year, along with a fine ranging from \$390 to \$1,000, and the suspension of the privilege to operate a motor vehicle (California Vehicle Code §23554).
- If a DUI results in bodily injury or death to multiple victims, one-year enhancements for each additional injured victim may be imposed, up to a maximum of three enhancements (California Vehicle Code §23558).
- A second conviction of driving under the influence causing bodily injury within ten years or a conviction within ten years of separate convictions of other specified offenses involving alcohol or drugs may result in imprisonment in the county jail for 120 days to one year, a fine ranging from \$390 to \$5,000, and the revocation of the privilege to operate a motor vehicle (California Vehicle Code §23560).

It is essential for all members of the ABCSD community to be aware of these laws and comply with them to ensure a safe and conducive environment for learning and personal development. Respecting and adhering to California's alcohol and drug regulations contribute to the well-being and success of everyone within the college community.

Alcohol Health Risks Overview

Using drugs and alcohol can have significant and detrimental effects on both physical and psychological health. These effects can be long-lasting and, in some cases, permanent, leading to severe impairments, disabilities, and even premature death. As an institution committed to establishing and maintaining a drug-free campus, ABCSD places great importance on educating all members of its community, including staff and students, about the potential hazards associated with the misuse of drugs and alcohol.

In pursuit of this goal, ABCSD offers comprehensive information and resources to raise awareness about the risks involved in substance abuse. By equipping individuals with knowledge about the health implications of drug and alcohol misuse, we aim to foster a safer and healthier environment for everyone on campus. Our commitment to education and prevention underscores our dedication to the well-being and success of our university community. Through informed decision-making and responsible behavior, we strive to create a supportive and thriving academic environment that promotes the personal and academic growth of each member.

Listed below are some of the health risks associated with using/abusing alcohol and various drugs. For additional information on alcohol and Drug-related health risks please visit www.factsontap.org,

www.drugfreeamerica.org, and www.whitehousedrugpolicy.gov. (Please note that the dangers associated with substance abuse are not

Substance	Known Health Risks
Alcohol	Heart and liver damage; brain damage; death from overdose and accidents.
Marijuana / Hashish	Impaired memory perception, interference with psychological maturation, possible damage to lungs and heart, psychological dependence.
Cocaine	Intense psychological dependence, sleeplessness and anxiety, nasal passage damage, lung damage, and death from overdose.
Stimulants	Loss of appetite, hallucinations, paranoia, convulsions, brain damage, cancers of the lung, throat, mouth, death from overdose.

Medical Consequences of Alcohol Abuse

Alcohol abuse can have severe medical consequences, as evidenced by statistics from the Center for Disease Control and Prevention (CDC). In the United States alone, approximately 79,000 deaths per year are directly attributed to excessive alcohol consumption, making it the third leading lifestyle-related cause of death in the nation. This alarming figure highlights the urgent need to address the issue of alcohol misuse.

Moreover, excessive alcohol use leads to a staggering 2.3 million years of potential life lost (YPLL) annually, which translates to an average of about 30 years of potential life lost for each individual death caused by alcohol abuse. The impact of alcohol-related fatalities extends far beyond the lives lost, affecting families, communities, and society at large.

In a single year, 2005, alcohol-related conditions resulted in over 1.6 million hospitalizations and more than 4 million emergency room visits. These numbers underscore the burden alcohol misuse places on the healthcare system and the urgent necessity for awareness, prevention, and support for those affected.

At ABCSD, we recognize the gravity of these statistics, and that is why we are committed to promoting a drug-free campus and providing education and resources to help our staff and students make informed decisions regarding alcohol use. By understanding the medical consequences of alcohol abuse, we can work together to create a safer and healthier campus community for everyone.

The Standard Measure of Alcohol

In the United States, a standard drink is defined as any drink containing approximately 0.6 ounces (13.7 grams or 1.2 tablespoons) of pure alcohol. This amount of pure alcohol can typically be found in various types of alcoholic beverages, including:

- 12 ounces of regular beer or wine cooler
- 8 ounces of malt liquor
- 5 ounces of wine
- 1.5 ounces of 80-proof distilled spirits or liquor (e.g., gin, rum, vodka, whiskey)

It is essential to be aware of the standard measure of alcohol, as it helps individuals understand the quantity of alcohol they are consuming. Monitoring alcohol intake is crucial in promoting responsible drinking and minimizing potential health risks associated with excessive alcohol consumption.

Several terms are used to describe patterns of drinking alcohol:

Binge drinking is defined as consuming four or more drinks during a single occasion for women and five or more drinks during a single occasion for men.

Heavy drinking refers to consuming more than one drink per day on average for women and more than two drinks per day on average for men.

Excessive drinking encompasses both heavy drinking and binge drinking. It is essential to note that most people who engage in binge drinking are not necessarily alcoholics or alcohol dependent.

According to the Dietary Guidelines for Americans, moderate alcohol consumption is defined as no more than one drink per day for women and no more than two drinks per day for men. However, there are specific groups of individuals for whom any alcohol consumption is strongly discouraged:

- Pregnant or attempting to become pregnant individuals.
- Individuals taking prescription or over-the-counter medications that may interact harmfully with alcohol.
- Individuals under the age of 21.
- Individuals in recovery from alcoholism or those unable to control their drinking.
- Individuals with medical conditions that could worsen with alcohol consumption.
- Individuals who plan to drive, operate machinery, or engage in activities requiring alertness and coordination.

Understanding these guidelines is essential for promoting responsible alcohol use and ensuring the safety and well-being of individuals within the campus community. ABCSD encourages all staff and students to be familiar with these measures and act responsibly regarding alcohol consumption.

Immediate Health Risk

Excessive alcohol use has immediate effects that increase the risk of many harmful health conditions. These immediate effects are most often the result of binge drinking and include the following: Unintentional injuries, including traffic injuries, falls, drowning, burns, and unintentional firearm injuries; Violence, including intimate partner violence and child maltreatment. About 35 percent of victims report that offenders are under the influence of alcohol. Alcohol use is also associated with 2 out of 3 incidents of intimate partner violence. Studies have also shown that alcohol is the leading factor of child maltreatment and neglect cases and is the most frequent substance abuse among these parents, as well as risky sexual behavior, including unprotected sex, sex with multiple partners, and increased risk of sexual assault. These behaviors can result in: Unintended pregnancy, sexually transmitted diseases, Miscarriage and stillbirth among pregnant women, combination of physical and mental birth defect among children that last throughout life, Alcohol poisoning, High blood pressure levels that suppress the central nervous system that can cause loss of consciousness, Low blood pressure or body temperature, Coma, Respiratory depression and Death.

Long –Term Health Risks

Excessive alcohol use can lead to a multitude of long-term health risks, affecting various aspects of an individual's physical, neurological, and social well-being. Some of the long-term health consequences associated with chronic alcohol abuse are:

Neurological Problems: Prolonged alcohol use can cause neurological impairments, leading to conditions such as dementia, stroke, and neuropathy, which can have lasting and debilitating effects on an individual's cognitive and motor functions.

Cardiovascular Problems: Chronic alcohol abuse is linked to various cardiovascular issues, including an increased risk of myocardial infarction (heart attack), cardiomyopathy (weakening of the heart muscle), atrial fibrillation (irregular heart rhythm), and hypertension (high blood pressure).

Psychiatric Problems: Long-term alcohol abuse can have serious mental health implications, contributing to the development of conditions such as depression, anxiety disorders, and an increased risk of suicide.

Social Problems: Excessive alcohol use can have detrimental effects on an individual's social life, leading to unemployment, lost productivity, and family problems, straining relationships with loved ones.

Cancer: Prolonged alcohol consumption is associated with an increased risk of developing various types of cancer, including cancer of the mouth, throat, esophagus, liver, colon, and breast. The risk of cancer rises with higher alcohol intake.

Liver Diseases: Chronic alcohol abuse can severely impact the liver, leading to conditions like alcoholic hepatitis and cirrhosis. Cirrhosis is one of the 15 leading causes of all deaths in the United States. For individuals with Hepatitis C virus, alcohol can worsen liver function and interfere with medications used to treat the condition.

Other Gastrointestinal Problems: Excessive alcohol consumption can cause inflammation of the pancreas (pancreatitis) and the stomach lining (gastritis), leading to digestive issues and complications.

These long-term health risks underscore the importance of promoting responsible alcohol consumption and raising awareness about the potential consequences of alcohol abuse. ABCSD strives to educate its students and employees about the serious health implications of excessive alcohol use and encourages a campus culture that prioritizes well-being and healthy lifestyle choices.

Alcohol Abuse and Pneumonia

Alcohol abuse has long been recognized as a significant risk factor for pneumonia. The sections below examine the epidemiology of alcohol abuse and pneumonia and the potential mechanisms by which alcohol abuse increases the risk for pneumonia.

Epidemiology of Alcohol Abuse and Pneumonia

As of 2001, pneumonia was the sixth most common cause of death in the United States, with over 1 million people requiring hospitalization for pneumonia per year ([Niederman et al. 1998](#)). In an otherwise healthy person, pneumonia usually has a low mortality and often can be treated without hospitalization with oral antibiotics. However, if hospitalization is required, the mortality rises significantly ([American Thoracic Society 2001](#)). Further, if patients develop respiratory failure and require care in the intensive care unit (ICU), mortality may exceed 50 percent ([American Thoracic Society 2001](#)). Therefore, early identification of patients that may be at higher risk for severe community-acquired pneumonia is important so that clinicians can tailor treatment strategies, such as early ICU admission, to individual patients.

For over a century, alcohol abuse has been well recognized as a significant risk factor for serious pulmonary infections. For example, alcoholic patients are at increased risk for infection with tissue-damaging gram-negative pathogens, such as *Klebsiella pneumoniae* ([Jong et al. 1995](#)), or for the spread of bacteria in the blood (i.e., bacteremia) and shock from typical pathogens, most notably *Streptococcus pneumoniae* ([Perlino and Rimland 1985](#)). Importantly, alcoholics also are at increased risk for infections with *Mycobacterium tuberculosis* ([Cook 1998](#)).

The impact of alcohol abuse on morbidity and mortality among patients with community-acquired pneumonia is substantial. For example, a study examining the outcomes of alcoholic patients hospitalized for community-acquired pneumonia over a 3-year period ([Jong et al. 1995](#)) found that the mortality in this group of patients was 64.3 percent, which was much higher than the predicted death rate for hospitalized patients (approximately 20 percent). An even more alarming result was found in the subset of patients with *Klebsiella pneumoniae* bacteremia. All 11 of these patients died following ICU admission and ventilator support. A rapidly fatal outcome was noted in this subset, with time from admission to death being 24.6 ± 7.9 hours. Another fatal association between alcohol abuse and pneumonia was identified in a retrospective review of patients admitted with pneumococcal bacteremia that examined a subset with alcoholism and low white blood cell count (i.e., leukopenia) ([Perlino and Rimland 1985](#)). Ninety-three patients with pneumococcal bacteremia were identified, 12 of whom had a

history of alcohol abuse and a white blood cell count of less than 4,000 cells per cubic millimeter (mm³) of blood. Ten of these 12 (83.3 percent) patients died, whereas the mortality in the rest of the cohort was only 22 percent. Overall, these and other studies demonstrate the association between alcohol abuse and community-acquired pneumonia, an association that results in more severe infections and higher mortality. (Kershaw, 2008)

Alcohol Violations

The legal drinking age in the United States is 21 in all 50 states and the District of Columbia. The legal drinking age is 18 in the U.S. Virgin Islands, Puerto Rico and Guam. Persons possessing or consuming alcohol under the legal drinking age may face fines or jail time. Many states impose severe penalties for persons using false identification to purchase or consume alcohol.

Driving while under the influence of alcohol is a serious offense. In addition to restrictions on blood alcohol content for drivers above the legal drinking age, many states also have strict “zero tolerance” laws prohibiting driving under the influence of any amount of alcohol if the driver is under the age of 21.

Specific information on legal penalties for alcohol violations in the states in which the campus has physical campuses can be located at the following websites:

California

California Department Alcoholic Beverage Control <https://www.abc.ca.gov/law-and-policy/penalty-guidelines/>

DRUG HEALTH RISKS

Background

At ABCSD, the possession, use, or distribution of illegal drugs on institution property is strictly prohibited. This includes controlled substances, such as marijuana, which are illegal under both federal and state laws, as well as institution policy. ABCSD emphasizes a drug-free campus environment and holds students and employees accountable for adhering to these regulations.

Any student or employee found to be in violation of state or federal drug laws will be promptly reported to the appropriate authorities for criminal prosecution. In addition to potential legal consequences, individuals convicted of drug-related offenses may face disciplinary action by the institution, which could lead to suspension, termination, or expulsion.

The importance of maintaining a safe and drug-free learning environment at ABCSD cannot be overstated. The institution is committed to fostering a community where students and staff can thrive academically, professionally, and personally. By upholding a zero-tolerance policy on drug-related activities, ABCSD aims to protect the welfare of its students, promote responsible behavior, and ensure compliance with both federal and state regulations governing substance abuse.

Medical Consequences of Drug/Prescription Drug Abuse

From the National Institute on Drug Abuse, Drug addiction is a brain disease. Although initial drug use might be voluntary, drugs of abuse have been shown to alter gene expression and brain circuitry, which in turn affect human behavior. Once an addiction develops, these brain changes interfere with an individual's ability to make voluntary decisions, leading to compulsive drug craving, seeking, and use. The impact of addiction can be far-reaching. Cardiovascular disease, stroke, cancer, HIV/AIDS, hepatitis, and lung disease can all be affected by drug abuse. Some of these effects occur when drugs are used at high doses or after prolonged use; however, some may occur after just one use.

HIV, Hepatitis, and other infectious diseases

The consequences of drug abuse extend beyond immediate health risks and can have long-term effects on individuals and public health. One of the concerning outcomes is the increased risk of acquiring infectious diseases such as HIV/AIDS and hepatitis. Drug abuse weakens the immune system, making individuals more susceptible to infections. Additionally, risky behaviours associated with drug abuse, such as needle sharing and unsafe sexual practices, further exacerbate the likelihood of contracting these infections.

Cardiovascular Effects

The abuse of various drugs has been linked to adverse cardiovascular effects, ranging from abnormal heart rate to severe heart attacks. Individuals who misuse drugs are at a heightened risk of developing cardiovascular problems, especially those who engage in injection drug use. The act of injecting drugs directly into the bloodstream can damage blood vessels, leading to collapsed veins and bacterial infections of the heart valves and blood vessels.

Drugs such as cocaine, heroin, inhalants, ketamine, LSD, marijuana, MDMA, methamphetamines, nicotine, prescription stimulants, and steroids can negatively impact the cardiovascular system. Cocaine is known to cause constriction of blood vessels, increasing the risk of heart attacks. Long-term use of methamphetamine can lead to high blood pressure and other cardiovascular issues, increasing the risk of heart disease.

Respiratory Effects

Drug abuse can lead to a variety of respiratory problems. Smoking cigarettes, for example, has been shown to cause bronchitis, emphysema, and lung cancer. Marijuana smoke may also cause respiratory problems. The use of some drugs may also cause breathing to slow, block air from entering the lungs, or exacerbate asthma symptoms. Drugs that can affect the respiratory system: Cocaine, GHB, Heroin, Inhalants, Ketamine, Marijuana, Nicotine, PCP, Prescription opiates.

Gastrointestinal Effects

In addition to respiratory and cardiovascular issues, drug abuse can also lead to gastrointestinal problems. Many drugs of abuse can cause nausea and vomiting soon after use. Cocaine use, for example, can lead to abdominal pain and other gastrointestinal discomforts.

Drugs that can affect the gastrointestinal system include cocaine, GHB, heroin, LSD, MDMA, nicotine, and prescription opiates. The gastrointestinal effects of these drugs can contribute to various health problems, and long-term abuse may exacerbate existing conditions.

Musculoskeletal Effects

Steroid use during childhood or adolescence, resulting in artificially high sex hormone levels, can signal the bones to stop growing earlier than they normally would have, leading to short stature. Other drugs may also cause severe muscle cramping and overall muscle weakness. Drugs that can affect the musculoskeletal system include Inhalants, MDMA, PCP, and Steroids.

Kidney damage

The kidneys are crucial organs responsible for filtering waste and toxins from the bloodstream. Some drugs can cause direct or indirect damage to the kidneys, leading to kidney dysfunction or failure. For example, heroin, inhalants, MDMA, and PCP are known to cause kidney damage.

Additionally, certain drugs, such as MDMA, can lead to dangerous increases in body temperature and muscle breakdown, which can put additional strain on the kidneys and further contribute to kidney damage.

Liver Damage

Chronic use of specific drugs, such as heroin, inhalants, and steroids, can have detrimental effects on the liver. The liver plays a vital role in processing and detoxifying substances, but prolonged drug abuse can lead to significant damage to this organ.

Heroin, inhalants, and steroids are drugs that have been associated with liver damage. Over time, abuse of these substances can contribute to liver dysfunction and may increase the risk of developing serious liver conditions.

Neurological Effect

Drugs of abuse can profoundly impact brain function and structure, leading to various neurological effects. Some drugs can cause seizures, strokes, and widespread brain damage that affects an individual's cognitive abilities and behavior.

Drugs with potential neurological effects include cocaine, GHB, inhalants, marijuana, MDMA, methamphetamine, nicotine, prescription stimulants, and Rohypnol. Prolonged abuse of these substances can result in long-lasting brain changes, leading to significant impairments in decision-making, memory, and emotional regulation.

Mental Health Effects

Chronic drug abuse can have severe mental health consequences, with some drugs causing long-lasting changes in the brain. These changes may lead to mental health disorders such as paranoia, depression, aggression, and hallucinations.

Drugs that can cause mental health problems include cocaine, inhalants, ketamine, marijuana, MDMA, methamphetamine, and prescription stimulants. It is important to recognize that substance abuse and mental health are closely interconnected, and individuals struggling with drug abuse may also experience co-occurring mental health disorders.

Hormonal Effects

Steroid abuse disrupts the normal production of hormones in the body, causing both reversible and irreversible changes. In men, steroid abuse can lead to testicular shrinkage and infertility, while in women, it can result in masculinization, leading to changes in physical appearance and voice.

Steroids are drugs that can significantly impact hormonal balance, leading to a range of hormonal imbalances and related health issues.

Cancer

Cigarette smoking is the most preventable cause of cancer in the United States. The harmful chemicals in tobacco smoke have been linked to various types of cancer, including cancer of the mouth, neck, stomach, and lung, among others. Smoking marijuana has also been associated with respiratory problems and may cause precancerous changes to the lungs, similar to cigarette smoke.

Drugs that may cause cancer include nicotine, marijuana, and steroids. The carcinogenic properties of these substances underscore the importance of preventing drug abuse to protect overall health and well-being.

Prenatal Effects

The impact of drug abuse during pregnancy is a significant concern. The full extent of the effects of prenatal drug exposure on a child is not yet fully understood, but research indicates that various drugs of abuse can result in adverse outcomes for both the mother and the child.

Drugs such as cocaine, heroin, inhalants, marijuana, MDMA, methamphetamine, and nicotine have been associated with increased risks of premature birth, miscarriages, low birth weight, and a variety of behavioral and cognitive problems in children born to mothers who used these substances during pregnancy.

Mortality

Substance abuse-related deaths have been on the rise, contributing to more deaths, illnesses, and disabilities than any other preventable health condition. Today, one in four deaths is attributable to alcohol, tobacco, and illicit drug use. The mortality rate associated with substance abuse is a serious public health concern that demands attention and intervention at various levels to curb the devastating impact of drug misuse on individuals and communities alike.

Treatment Resources for Alcohol and Drug Addiction

Students or employees who need assistance in overcoming alcohol or drug-related problems are encouraged to contact the substance abuse organizations listed below or in the additional resource listing below.

Substance Abuse & Mental Health Services Association 1-800-662-HELP

www.samhsa.gov

The Substance Abuse & Mental Health Services Association (“SAMHSA”) is the Federal agency charged with improving the quality and availability of prevention, treatment, and rehabilitative services in order to reduce illness, death, disability, and cost to society resulting from substance abuse and mental illnesses.

The SAMHSA website has a treatment facility locator searchable by type of treatment, form of treatment and forms of payment accepted.

American Council on Alcoholism 1-800-527-5344, www.aca-usa.org

The American Council on Alcoholism (ACA) is a national non-profit health organization dedicated to educating the public about the effects of alcohol, alcoholism, and alcohol abuse, as well as the need for prompt, effective, available, and affordable treatment.

Alcoholics Anonymous www.aa.org

Alcoholics Anonymous is worldwide with meetings in almost every community. Contact a nearby central office, or answering service to find specific locations. Telephone numbers for Alcoholics Anonymous are often listed in local telephone directories. Outside of the United States and Canada, contact the International General Services Office.

Narcotics Anonymous www.na.org

Narcotics Anonymous is an international, community-based association of recovering drug addicts with more than 31,000 weekly meetings in over 100 countries worldwide. To find a meeting in your area, contact one of the registered Narcotics Anonymous service committees and groups.

Drug and Alcohol Abuse Education Program

The ABCSD drug and alcohol prevention and education plan consist of a description of the California alcohol and drugs laws stated above and the information about ABCSD’s policies pertaining to illegal drugs and to alcohol. Our school does not have any off-campus affiliations with other organizations. In the case of any criminal activity, our school will use local law enforcement to monitor and document any criminal activity. ABCSD does not have a cooperative agreement with local law enforcement for off campus situations. ABCSD’s Drug and Alcohol Policy is DO NOT USE DRUGS! The plan prevents illicit use of drugs and alcohol by students and employees. The Plan is also discussed during the student’s orientation. The plan provides services related to drug use and abuse including school’s disciplinary actions. For help contact: CRASH (619)-233-8054, Alcoholics Anonymous www.aa.org, Narcotics Anonymous www.na.org, and American Council on Alcoholism 1-800-527-5344 www.aca-usa.org

Policies and Alcohol and Illegal Drugs

ABCSD complies with local, state, and federal laws and penalties regarding the unlawful use of drugs and alcohol, including the possession of illegal drugs and drug paraphernalia on college premises and the sale or use of alcoholic beverages on ABCSD premises. In addition to criminal sanctions that may apply, ABCSD will impose discipline on any student who violates the Student Standard or Conduct and/or policies prohibiting alcoholic beverages at ABCSD Student-Life sponsored events. The following are violations:

- Being under the influence of alcohol or any illegal drug or controlled substance on college premises or at college-sponsored events;
- Possessing, using, consuming, selling, or distributing alcohol or illegal controlled substance on college premises or at college-sponsored events, other than as specifically approved by the School Director;
- Using alcoholic beverages at any Student Life-sponsored event, activity, or conference. In addition, registered student organizations may not serve, sponsor, or co-sponsor any activity where alcohol beverages are served, and cannot sponsor or co-sponsor events that include the distribution, sale or profit from alcoholic beverages.

Students and employees/staff will adhere to the following:

- At no time will the College allow possession, use, and/or distribution of an illegal drug.
- Students, employees, and guests must adhere to federal, state and local laws and regulations.
- The College will impose disciplinary action against students and employees for violating these standards of conduct, which may include suspension, termination of employment, or completion of a drug or alcohol rehabilitation program.
- Information on Drug Awareness programs, counseling, treatment, and other related services are available through: The Center for Drug Abuse Treatment and Referral Hotline: 1-800-662-HELP.
- Students and employees seeking assistance in overcoming drug or alcohol related problems are encouraged to contact this organization.

Disciplinary penalties under the Student Standard of Conduct

The general disciplinary action for student violations of the student standards of conduct are outlined in ABCSD catalog. In cases of student violations of the Drug and Alcohol-Free Campus policy, the School Director has the authority to issue sanction(s) including, but not limited to, the following: Written reprimand, loss of privileges/access, removal from a program, warning, suspension, expulsion certain violations of student and employee standards of conduct may require referral for criminal and legal prosecution.

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