

Life Chiropractic College West Annual Security Report

The Annual Security Report is provided to the staff, faculty and students of the college and, upon request, to prospective students and employees to inform the Life Chiropractic College West community about the security policies and occurrence of crime on our campus. The report is prepared in compliance with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act, and its data has been collected from the college offices of the Executive Vice President, Student Life, Campus Enhancement and the local law enforcement agency, the Hayward Police Department.

Life Chiropractic College West does not own or operate student housing facilities or any satellite facilities. The entirety of the college campus is located at 25001 Industrial Boulevard, Hayward CA.

Printed copies of this report are available upon request and may be obtained by written request to The Department of Institutional Research, or by calling (510) 780-4500, x2363.

Campus Security and Emergency Response Services

Life Chiropractic College West does not have a campus police department, but it has contracted with A.D.S. Security (Hayward CA) to provide 24-hour college security. The emergency telephone number for A.D.S. Security is (510) 833-8169.

The Hayward Police Department is located at 300 West Winton Avenue, Hayward CA. The Hayward Police Department phone number is (510) 293-7000.

In addition, the college also has enrolled in e2Campus, a mass emergency notification service which provides Short Message Service (SMS) messages and email communication to registrants, both internal and external to the campus community. Students, staff, faculty, Health Center patients and family members and friends of the college can register into the Life West e2Campus system. Registrants receive immediate notifications of emergencies at the Life West campus on their mobile devices and via email, if provided. Campus employees and students will also receive messages at their college workstations. Individuals may sign in to the system and create, or update, their user profile with preferred devices, phone numbers and email addresses at <https://www.e2campus.net/my/lifewest/signup.htm>.

Crime Statistics on the Life West campus

The past three years of crime statistics are compiled from incident reports filed with the Executive Vice President and with the Hayward Police Department. Theft of personal property is the most common crime that occurs, and the majority of these occur from break-ins to the automobiles in the adjoining parking lots of the college. No violent crimes were reported in the three academic years of 2011-12, 2012-13, and 2013-14. No sex offenses or violent crimes against women have occurred at Life West in the three year period from 1 July 2011 through 30 June 2014 for which crime statistics have been compiled and reported.

Criminal Offense	Jul 2011 to Jun 2012	Jul 2012 to Jun 2013	Jul 2013 to Jun 2014
Murder/Non-negligible Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offenses – Forcible	0	0	0
Sex Offenses – Non-forcible	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	1
Aggravated Assault	0	0	0
Burglary	1	3	6
Motor Vehicle Theft	0	0	2
Arson	0	0	0

The two motor vehicle thefts involved one automobile belonging to a member of the Life West community that was stolen from the college parking lot during daytime working hours. The second automobile theft involved a vehicle parked overnight in the college parking lot by an individual not associated with Life Chiropractic College West.

The college responded to the increasing trend in burglaries by contracting a security service to establish a monitoring presence throughout the campus parking lots. This service was later replaced by the current security provider, A.D.S. Security, in the 2013-14 academic year.

No fires occurred at the Life West campus or facilities in the three year period from 1 July 2011 through 30 June 2014.

Life West Campus Security Policies

Campus security policies have the objective to maintain an open campus that does not restrict the flow of students, campus personnel and the public during the open hours from 7:30AM through 9:00PM. A surveillance camera system monitors hallways and access points of the college at all times, and the security footage is retrievable and reviewable by law enforcement investigators and college personnel. Access to the campus is controlled by a computer programming system (Siemens Corporation) which limits after-hours access to campus personnel with personal security badges, or to those approved individuals and organizations who have been granted access to the campus and have received approval to use the campus facilities (see subsection entitled Security and Access to Campus Facilities below).

The policies and procedures pertaining to (1) reporting criminal activity on campus, (2) security and access to campus facilities, (3) campus law enforcement, (4) monitoring off-campus student criminal activity, (5) alcohol and drug policy, and (6) student and employee crime prevention are available on the Life West website at <http://lifewest.edu/students-right-to-know/>. These same policies and procedures are reproduced below.

Reporting Criminal Activity on Campus

- Life West campus security management is administered through the Office of the Executive Vice President and the Campus Enhancement Department. Students and/or employees with concerns about criminal action on campus may contact the appropriate personnel by dialing x4544 or "0" from a campus phone in an emergency. The A.D.S. Security phone number is (510) 833-8169.
- The Office of the Executive Vice President will initiate an incident report for Life West use and will summon the Alameda county Sheriff's Department or Hayward Police Department depending on the incident location. Nonetheless, all students and employees have the right to contact local police for any concerns they feel warrant Sheriff's or Police involvement.

Security and Access to Campus Facilities

- The Campus Enhancement Department monitors access to campus facilities through various activities designed to keep the students and employees in contact with the appropriate offices.

- The campus buildings and classrooms are locked after normal use each day and reopened in the mornings, on a schedule that facilitates their use on that day. For use of the buildings after normal business hours, students and employees are required to reserve rooms, through the Office of Student Life, who will notify Campus Enhancement of the facility's use. By controlling access to the buildings and rooms, the College is able to observe student activities and thereby plan the needed manpower to service the facilities.
- Life West feels that security is obtained when all users of campus buildings and facilities are in routine contact with the security personnel. We maintain this contact by controlling access, as described earlier, and by providing service to our students, employees and visitors.
- All users of the college facilities are encouraged to express any concerns they have while on campus. The Campus Enhancement Department will initiate an incident report to document all concerns. If security intervention is needed to deal with a person who is trespassing, or to deal with a fire or other unsafe conditions, he or she will act within the limits of their training and then call fire or police for assistance, if necessary. The Campus Enhancement Department is the first line of defense in providing a safe and secure campus for all of our students, employees, and visitors.
- A security escort can be contacted through the library checkout desk after dark until library closing for any student desiring an escort to his or her car.

Campus Law Enforcement

- The Life West Campus Enhancement Department is not a law enforcement agency, and therefore, does not make arrests. While each student, employee and visitor is subject to the lawful request and direction of a Campus Security Officer, arrests, if necessary, are effected through the local jurisdiction by use of arrest warrants.

Monitoring Off-campus Campus Student Criminal Activity

- Life West does not license or maintain any off-campus housing or fraternity/sorority houses. Therefore, the Life West Campus Enhancement Department does not document any action of students that constitute a violation of state law. However, it is the practice of Life West to maintain regular communication with the local police department concerning off-campus arrests. While Life West does not maintain housing for its students, the concern for their safety and compliance with all local laws does exist. Numerous sources of information are available to our students that seek to direct their actions, and to prevent them from becoming a victim of crime.

Alcohol and Drug Policy

- Life West has been and continues to be committed to the health and well-being of the members of its staff, faculty and student body, and of the other people who receive Life West services. Life West not only has a vested interest in the vitality of the employees, who administer and operate the College's programs of education, research and service, but also serves and promotes the advancement of the general health of our society.
 - Possession, Use, and Sale of Alcoholic Beverages, and Enforcement of State Laws Pertaining to the Sale, Possession, and Use of Alcohol and Drugs. The unlawful manufacture, distribution, dispensation, possession or use of alcohol or a controlled substance in and on the campus of Life West is prohibited.
 - Drug Policy. The use, consumption and possession of any narcotic, dangerous drug or controlled substances by any student or employee of Life West for which said student or employee does not have a valid prescription is strictly prohibited. The unlicensed distribution sale of any narcotic, dangerous drug or controlled substance by any student or employee of Life West is strictly prohibited.

Student and Employee Crime Prevention

- Life West takes the position that it is best to inform students and employees of unsafe practices and conditions.
- In addition to the crime statistics and published areas of concern for students and employees, the Life West Buildings and Grounds Department also established, as a goal, an in-office training program to be given to all office staff on campus. With this program, employees are verbally instructed as to what unsafe conditions to look for in the work place, and what to do in case of fire or natural disaster. They are shown how to actually operate a fire extinguisher, and for a bilateral exchange of information and concerns between our employees and the Life West Buildings and Grounds Department.
- By using the college mass emergency communication system, any individual who observes suspicious activity or an emergency situation can alert the community through the e2Campus system. By addressing a text (SMS) message to 50911 followed by the identifier "LCCWTIP" and then a brief message limited to 140 characters.