



MUSICIANS INSTITUTE
COLLEGE OF CONTEMPORARY MUSIC



**DEPARTMENTS OF
CAMPUS SECURITY
AND STUDENT
AFFAIRS**

**MUSICIANS INSTITUTE
2013 CRIME AND SAFETY REPORT**

VERSION

AY2013-14 V1



MUSICIANS INSTITUTE COLLEGE OF CONTEMPORARY MUSIC

ANNUAL CRIME AND SAFETY REPORT

CAMPUS SECURITY

9/22/2013

Welcome to the Musicians Institute's Annual Crime and Safety report. This report is required by federal law and contains policy statements and crime statistics for the school. The policy statements address the school's policies, procedures and programs concerning safety and security, for example, policies for responding to emergency situations and sexual offenses. Three years' worth of statistics are included for certain types of crimes that were reported to have occurred on campus, in or on off-campus buildings or property owned or controlled by the school and on public property within or immediately adjacent to the campus. This report is available online at: (https://s3-us-west-2.amazonaws.com/mi-crime-safety/2013_c_s_report-fin.pdf).

You may also request a paper copy from the Office of Campus Security.

2013 Campus Safety and Security Survey

Institution Information

Institution: Main Campus (119270001)

User ID: C1192701

Registration

• Required fields are indicated with asterisks (*).

Musicians Institute (Main Campus) (119270001)	
First Name*	<input type="text" value="Mike"/>
Last Name*	<input type="text" value="Hinksmon"/>
Title*	<input type="text" value="Safety and Security Manager"/>
Address 1*	<input type="text" value="6752 Hollywood Blvd"/>
Address 2	<input type="text"/>
City*	<input type="text" value="Los Angeles"/>
State*	<input type="text" value="California"/>
Zip*	<input type="text" value="90028"/> - <input type="text"/>
Phone*	<input type="text" value="323"/> - <input type="text" value="860"/> - <input type="text" value="1107"/>
Extension	<input type="text"/>
Fax	<input type="text" value="323"/> - <input type="text" value="462"/> - <input type="text" value="1969"/>
E-mail Address*	<input type="text" value="mikeh@mi.edu"/>
Confirm E-mail Address*	<input type="text"/>
Comment	<p>* Please use this box if you would like to provide additional contact information such as a cell phone number or the best time to reach you if there are questions about your survey. Also, if the person listed above is not the person who enters the data, please provide the name and contact information for the person who enters the data. This information is for the survey help desk staff only. It will not be seen by the public.</p> <input type="text"/>

Identification

Please enter/review all applicable information. Required fields are indicated with asterisks ().

Institution Information

Institution Name	Musicians Institute
Address	6752 Hollywood Blvd. Hollywood, CA 90028
Web Address	http:// <input type="text" value="http://www.mi.edu"/>
Chief Administrative Officer's Name*	<input type="text" value="Hisatake Shibuya"/>
Chief Administrative Officer's Title*	<input type="text" value="President"/>
Chief Administrative Officer's E-mail Address*	<input type="text" value="tak@mi.edu"/>
Telephone*	323 - <input type="text" value="860"/> - <input type="text" value="1156"/> Ext. <input type="text"/>

Campus Information

Campus Name*	<input type="text" value="Main Campus"/>
Description	<input type="text"/>
Location*	<input checked="" type="radio"/> State or Outlying Area <input type="radio"/> Other Country
Address*	<input type="text" value="1655 McCadden PLace"/>
City*	<input type="text" value="Los Angeles"/>
State or Outlying Area*	<input type="text" value="California"/>
ZIP Code*	90028 - <input type="text"/>
County	<input type="text" value="LOS ANGELES"/>

Campus Safety Officer

Name*	<input type="text" value="Mike Hinksmon"/>
Title*	<input type="text" value="Security Manager"/>
Location*	<input checked="" type="radio"/> State or Outlying Area <input type="radio"/> Other Country <input type="checkbox"/> Address same as campus
Address*	<input type="text" value="1655 N. McCadden Place"/>
City*	<input type="text" value="Los Angeles"/>
State or Outlying Area*	<input type="text" value="California"/>
ZIP Code*	90028 - <input type="text"/>
Telephone*	323 - <input type="text" value="462"/> - <input type="text" value="1107"/> Ext. <input type="text"/>

Campus Fire Safety Officer

Name*	<input type="text" value="Mike Hinksmon"/>
Title*	<input type="text" value="Security Manager"/>
Location*	<input checked="" type="radio"/> State or Outlying Area <input type="radio"/> Other Country <input type="checkbox"/> Address same as campus
Address*	<input type="text" value="1655 N. McCadden PI"/>
City*	<input type="text" value="Los Angeles"/>
State or Outlying Area*	<input type="text" value="California"/>
ZIP Code*	90028 - <input type="text"/>

Telephone*

323 - 462 - 1107 Ext.

Update Status

Date Completed 9/4/2013

Update Status Updated

2013 Campus Safety and Security Survey

Institution: Main Campus (119270001)

User ID: C1192701

Screening Questions

Please answer these questions carefully. The answers you provide will determine which screens you will be asked to complete for this data collection.

1. Does your institution provide On-campus Student Housing Facilities?

No.

Yes. (If Yes is selected, you must enter the number of student housing facilities below and enter Fire Statistics for each facility.)

Number of On-campus Student Housing Facilities:

2. Does your institution have any noncampus buildings or properties?

Yes

No

3. Have you combined statistics that you received from the local or state police with your institution statistics for this report? If you answer No to this question, you will be asked to provide the data you received from the local and state police separately.

Yes. Local and/or state law enforcement agencies provided us with statistics that we are combining with statistics collected by our campus security authorities.

No. We are not combining the statistics because we cannot determine whether the statistics we obtained from local and/or state law enforcement agencies are for on-campus incidents or public property incidents.

Not available. We cannot determine if the statistics we obtained from local and/or state law enforcement agencies are for our Clery geography.

Not available. We made a good-faith effort to obtain statistics from local and/or state law enforcement agencies, but the agencies did not comply with our request.

Criminal Offenses - On campus

For each of the following criminal offenses, enter the number reported to have occurred On Campus.

Criminal offense	Total occurrences On campus		
	2010	2011	2012
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Negligent manslaughter</u>	0	0	0
c. <u>Sex offenses - Forcible</u>	0	0	0
d. <u>Sex offenses - Non-forcible</u>	0	0	0
Incest	0	0	0
Statutory rape	0	0	0
e. <u>Robbery</u>	0	0	2
f. <u>Aggravated assault</u>	0	0	0
g. <u>Burglary</u>	0	0	0
h. <u>Motor vehicle theft</u> (Do not include theft <i>from</i> a motor vehicle)	0	0	0
i. <u>Arson</u>	0	0	0

Caveat:

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Criminal Offenses - Noncampus

For each of the following criminal offenses, enter the number reported to have occurred in or on Noncampus buildings or property.

Criminal offense	Total occurrences in or on Noncampus buildings or property		
	2010	2011	2012
a. <u>Murder/Non-negligent manslaughter</u>			<input type="text" value="0"/>
b. <u>Negligent manslaughter</u>			<input type="text" value="0"/>
c. <u>Sex offenses - Forcible</u>			<input type="text" value="0"/>
d. <u>Sex offenses - Non-forcible</u>			<input type="text" value="0"/>
Incest			<input type="text" value="0"/>
Statutory rape			<input type="text" value="0"/>
e. <u>Robbery</u>			<input type="text" value="2"/>
f. <u>Aggravated assault</u>			<input type="text" value="0"/>
g. <u>Burglary</u>			<input type="text" value="0"/>
h. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)			<input type="text" value="0"/>
i. <u>Arson</u>			<input type="text" value="0"/>

Caveat:

Criminal Offenses - Public Property

For each of the following criminal offenses, enter the number reported to have occurred on Public Property.

Criminal offense	Total occurrences on Public Property		
	2010	2011	2012
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Negligent manslaughter</u>	0	0	0
c. <u>Sex offenses - Forcible</u>	0	0	0
d. <u>Sex offenses - Non-forcible</u>	0	0	0
Incest	0	0	0
Statutory rape	0	0	0
e. <u>Robbery</u>	0	0	2
f. <u>Aggravated assault</u>	0	0	0
g. <u>Burglary</u>	0	0	0
h. <u>Motor vehicle theft</u> (Do not include theft <i>from</i> a motor vehicle)	0	0	0
i. <u>Arson</u>	0	0	0

Caveat:

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Hate Crimes - On campus

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred On campus. Then break down each total by category of bias (e.g., race, religion).

Criminal offense	Occurrences of Hate crimes						
	2012 Total	Category of Bias for crimes reported in 2012					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0
b. <u>Negligent manslaughter</u>							
c. <u>Sex offenses - Forcible</u>	0	0	0	0	0	0	0
d. <u>Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0
e. <u>Robbery</u>	0	0	0	0	0	0	0
f. <u>Aggravated assault</u>	0	0	0	0	0	0	0
g. <u>Burglary</u>	0	0	0	0	0	0	0
h. <u>Motor vehicle theft</u> <i>(Do not include theft from a motor vehicle)</i>	0	0	0	0	0	0	0
i. <u>Arson</u>	0	0	0	0	0	0	0
j. <u>Simple assault</u>	0	0	0	0	0	0	0
k. <u>Larceny-theft</u>	0	0	0	0	0	0	0
l. <u>Intimidation</u>	0	0	0	0	0	0	0
m. <u>Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0

Criminal offense	Occurrences of Hate crimes						
	2011 Total	Category of Bias for crimes reported in 2011					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0
b. <u>Negligent manslaughter</u>							
c. <u>Sex offenses - Forcible</u>	0	0	0	0	0	0	0
d. <u>Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0
e. <u>Robbery</u>							

	0	0	0	0	0	0	0
f. <u>Aggravated assault</u>	0	0	0	0	0	0	0
g. <u>Burglary</u>	0	0	0	0	0	0	0
h. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0	0	0	0	0
i. <u>Arson</u>	0	0	0	0	0	0	0
j. <u>Simple assault</u>	0	0	0	0	0	0	0
k. <u>Larceny-theft</u>	0	0	0	0	0	0	0
l. <u>Intimidation</u>	0	0	0	0	0	0	0
m. <u>Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0

Criminal offense	Occurrences of Hate crimes						
	2010 Total	Category of Bias for crimes reported in 2010					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0
b. <u>Negligent manslaughter</u>							
c. <u>Sex offenses - Forcible</u>	0	0	0	0	0	0	0
d. <u>Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0
e. <u>Robbery</u>	0	0	0	0	0	0	0
f. <u>Aggravated assault</u>	0	0	0	0	0	0	0
g. <u>Burglary</u>	0	0	0	0	0	0	0
h. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0
i. <u>Arson</u>	0	0	0	0	0	0	0
j. <u>Simple assault</u>	0	0	0	0	0	0	0
k. <u>Larceny-theft</u>	0	0	0	0	0	0	0
l. <u>Intimidation</u>	0	0	0	0	0	0	0
m. <u>Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0

Caveat:

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Hate Crimes - Noncampus

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred in or on Noncampus buildings or property. Then break down each total by category of bias (e.g., race, religion).

Criminal offense	Total by year		Occurrences of Hate crimes						
	2010	2011	2012	Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. <u>Murder/ Non-negligent manslaughter</u>			0	0	0	0	0	0	0
b. <u>Negligent manslaughter</u>									
c. <u>Sex offenses - Forcible</u>			0	0	0	0	0	0	0
d. <u>Sex offenses - Non-forcible</u>			0	0	0	0	0	0	0
<u>Incest</u>									
<u>Statutory rape</u>									
e. <u>Robbery</u>			0	0	0	0	0	0	0
f. <u>Aggravated assault</u>			0	0	0	0	0	0	0
g. <u>Burglary</u>			0	0	0	0	0	0	0
h. <u>Motor vehicle theft</u> <i>(Do not include theft from a motor vehicle)</i>			0	0	0	0	0	0	0
i. <u>Arson</u>			0	0	0	0	0	0	0
j. <u>Simple assault</u>			0	0	0	0	0	0	0
k. <u>Larceny-theft</u>			0	0	0	0	0	0	0
l. <u>Intimidation</u>			0	0	0	0	0	0	0
m. <u>Destruction/damage/ vandalism of property</u>			0	0	0	0	0	0	0

Caveat:

Hate Crimes - Public Property

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred on Public Property. Then break down each total by category of bias (e.g., race, religion).

Criminal offense	Occurrences of Hate crimes						
	2012 Total	Category of Bias for crimes reported in 2012					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0
b. <u>Negligent manslaughter</u>							
c. <u>Sex offenses - Forcible</u>	0	0	0	0	0	0	0
d. <u>Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0
e. <u>Robbery</u>	0	0	0	0	0	0	0
f. <u>Aggravated assault</u>	0	0	0	0	0	0	0
g. <u>Burglary</u>	0	0	0	0	0	0	0
h. <u>Motor vehicle theft</u> <i>(Do not include theft from a motor vehicle)</i>	0	0	0	0	0	0	0
i. <u>Arson</u>	0	0	0	0	0	0	0
j. <u>Simple assault</u>	0	0	0	0	0	0	0
k. <u>Larceny-theft</u>	0	0	0	0	0	0	0
l. <u>Intimidation</u>	0	0	0	0	0	0	0
m. <u>Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0

Criminal offense	Occurrences of Hate crimes						
	2011 Total	Category of Bias for crimes reported in 2011					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0
b. <u>Negligent manslaughter</u>							
c. <u>Sex offenses - Forcible</u>	0	0	0	0	0	0	0
d. <u>Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0
e. <u>Robbery</u>							

	0	0	0	0	0	0	0
f. <u>Aggravated assault</u>	0	0	0	0	0	0	0
g. <u>Burglary</u>	0	0	0	0	0	0	0
h. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0	0	0	0	0
i. <u>Arson</u>	0	0	0	0	0	0	0
j. <u>Simple assault</u>	0	0	0	0	0	0	0
k. <u>Larceny-theft</u>	0	0	0	0	0	0	0
l. <u>Intimidation</u>	0	0	0	0	0	0	0
m. <u>Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0

Criminal offense	Occurrences of Hate crimes						
	2010 Total	Category of Bias for crimes reported in 2010					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0
b. <u>Negligent manslaughter</u>							
c. <u>Sex offenses - Forcible</u>	0	0	0	0	0	0	0
d. <u>Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0
e. <u>Robbery</u>	0	0	0	0	0	0	0
f. <u>Aggravated assault</u>	0	0	0	0	0	0	0
g. <u>Burglary</u>	0	0	0	0	0	0	0
h. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0
i. <u>Arson</u>	0	0	0	0	0	0	0
j. <u>Simple assault</u>	0	0	0	0	0	0	0
k. <u>Larceny-theft</u>	0	0	0	0	0	0	0
l. <u>Intimidation</u>	0	0	0	0	0	0	0
m. <u>Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0

Caveat:

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Arrests - On campus

Enter the number of Arrests for each of the following crimes that occurred On Campus.

Do NOT include drunkenness or driving under the influence in Liquor law violations.

Crime	Number of Arrests		
	2010	2011	2012
a. <u>Weapons: carrying, possessing, etc.</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Drug abuse violations</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Liquor law violations</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>

Caveat:

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Arrests - Noncampus

Enter the number of Arrests for each of the following crimes that occurred in or on Noncampus buildings or property.

Do NOT include drunkenness or driving under the influence in Liquor law violations.

Crime	Number of Arrests		
	2010	2011	2012
a. <u>Weapons: carrying, possessing, etc.</u>			<input type="text" value="0"/>
b. <u>Drug abuse violations</u>			<input type="text" value="0"/>
c. <u>Liquor law violations</u>			<input type="text" value="0"/>

Caveat:

Arrests - Public Property

Enter the number of Arrests for each of the following crimes that occurred on Public Property.

Do NOT include drunkenness or driving under the influence in Liquor law violations.

Crime	Number of Arrests		
	2010	2011	2012
a. <u>Weapons: carrying, possessing, etc.</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Drug abuse violations</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Liquor law violations</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>

Caveat:

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Disciplinary Actions - On Campus

Enter the number of persons referred for disciplinary action for crimes that occurred On Campus for each of the following categories.

Do not include disciplinary actions that were strictly for school policy violations.

If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Do NOT include drunkenness or driving under the influence in Liquor law violations.

Crime	Number of persons referred for Disciplinary Action		
	2010	2011	2012
a. <u>Weapons: carrying, possessing, etc.</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Drug abuse violations</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Liquor law violations</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>

Caveat:

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Disciplinary Actions - Noncampus

Enter the number of persons referred for disciplinary action for crimes that occurred in or on Noncampus buildings or property for each of the following categories.

Do not include disciplinary actions that were strictly for school policy violations.

If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Do NOT include drunkenness or driving under the influence in Liquor law violations.

Crime	Number of persons referred for Disciplinary Action		
	2010	2011	2012
a. <u>Weapons: carrying, possessing, etc.</u>			<input type="text" value="0"/>
b. <u>Drug abuse violations</u>			<input type="text" value="0"/>
c. <u>Liquor law violations</u>			<input type="text" value="0"/>

Caveat:

Disciplinary Actions - Public Property

Enter the number of persons referred for disciplinary action for crimes that occurred on Public Property for each of the following categories.

Do not include disciplinary actions that were strictly for school policy violations.

If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Do NOT include drunkenness or driving under the influence in Liquor law violations.

Crime	Number of persons referred for Disciplinary Action		
	2010	2011	2012
a. <u>Weapons: carrying, possessing, etc.</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
b. <u>Drug abuse violations</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>
c. <u>Liquor law violations</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>

Caveat:

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."



MUSICIANS INSTITUTE COLLEGE OF CONTEMPORARY MUSIC

POLICY STATEMENT CONCERNING TIMELY WARNINGS

CAMPUS SECURITY

9/22/2013

In the event that a situation arises, either on or off campus, that, in the judgment of the Office of Campus Security or other qualified member of management constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. The warning will be issued through the college e-mail and/or sms-based text warning system to students, faculty and staff.

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the Campus Security Office may also post a notice on the MI website (www.mi.edu) providing the university community with more immediate notification. In such instances, a copy of the notice will be posted at security desks throughout the campus, as appropriate. Barring any system failures, the MI website is accessible via computer by all faculty, staff and students.

Anyone with information warranting a timely warning should report the circumstances to the Campus Security Office, by phone (323.860.1127) or in person at security locations at any of the entrances to MI buildings/campus.



MUSICIANS INSTITUTE COLLEGE OF CONTEMPORARY MUSIC

POLICY STATEMENT ADDRESSING DISCLOSURES OF ALLEGED VICTIMS OF CRIMES OF VIOLENCE OR NON-FORCIBLE SEX OFFENSES

CAMPUS SECURITY

9/22/2013

The Musicians Institute Security Office prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report can be located at <http://www.mi.edu/student-consumer-disclosure/crime-safety/>.

This report is prepared in cooperation with the local law enforcement agencies surrounding the MI campus and facilities, Campus Security, and the Office of Student Affairs. Each entity provides updated information on their educational efforts and programs to comply with the Act.

Campus crime, arrest and referral statistics include those reported to Campus Security, designated campus and security officials and general campus staff. These statistics may also include crimes that have occurred in private residences or businesses and is not required by law.

Each year, an e-mail notification is made to all enrolled students that provides the web site to access this report. Faculty and staff receive similar notification via college email.

Copies of the report may also be obtained via the web link above.



**MUSICIANS INSTITUTE
COLLEGE OF CONTEMPORARY MUSIC**

**POLICY STATEMENT CONCERNING HOW TO REPORT
CRIMINAL OFFENSES**

CAMPUS SECURITY

9/22/2013

To report a crime:

Contact Campus Security at 323.860.1127 (non-emergencies), dial 9-1-1- (emergencies only).

Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings or around the MI Campus should be reported.

In addition you may report a crime to Student Affairs and/or any member of MI Management.



MUSICIANS INSTITUTE COLLEGE OF CONTEMPORARY MUSIC

POLICY STATEMENTS CONCERNING VOLUNTARY CONFIDENTIAL REPORTING

CAMPUS SECURITY

9/22/2013

While MI will work to secure the privacy of all parties involved in such reports, all reports will be investigated. The College does not have procedures for voluntary, confidential reporting of crime statistics. Violations of the law will be referred to law enforcement agencies and when appropriate, to the University Disciplinary Committee for review. When a potentially dangerous threat to the College community arises, timely reports or warnings will be issued through e-mail announcements, the posting of flyers, in-class announcements, or other appropriate means.



MUSICIANS INSTITUTE COLLEGE OF CONTEMPORARY MUSIC

POLICY STATEMENTS CONCERNING SECURITY AND ACCESS

CAMPUS SECURITY

9/22/2013

Musicians Institute campus buildings are secured 24 hours a day. With the exception of campus closures, the College will be open to students, employees, contractors, guests, and invitees. All others must seek admittance through the Office of Campus Security.

Some facilities, such as the MI Library, may have individual hours, which may vary at different times of the year.

Emergencies may necessitate changes or alterations to any posted schedules. Areas that are revealed as problematic have security surveys conducted of them. The Director of Campus Security reviews these results. These surveys examine security issues such as locks, alarms, lighting, and communications. Additionally, during the academic year, the Directors of Facilities Management and Campus Safety, and Maintenance meet monthly to discuss issues of pressing concern.



MUSICIANS INSTITUTE COLLEGE OF CONTEMPORARY MUSIC

POLICY STATEMENTS CONCERNING CAMPUS LAW ENFORCEMENT AUTHORITY

CAMPUS SECURITY

9/22/2013

Musicians Institute College Security offices have the authority to ask persons for identification and to determine whether individuals have lawful business at the College. Safety and Security officers do not possess arrest power. Criminal incidents are referred to the local police who have jurisdiction on the campus. The Security Office at Musicians Institute maintains a highly professional working relationship with the Los Angeles Police Department. On occasion, the staff may collaborate with other agencies in the interest of public and campus safety. All crime victims and witnesses are strongly encouraged to immediately report the crime to the Campus Security Office and the appropriate police agency.

Prompt reporting will assure timely warning notices on-campus and timely disclosure of crime statistics.



MUSICIANS INSTITUTE COLLEGE OF CONTEMPORARY MUSIC

POLICY STATEMENT REGARDING THE ENCOURAGEMENT OF ACCURATE AND PROMPT CRIME REPORTING

CAMPUS SECURITY

9/22/2013

Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety related incidents to the Campus Security Office in a timely manner

To report a crime or an emergency, Contact Campus Security at 323.860.1127 (non-emergencies), dial 9-1-1- (emergencies only).

Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings or around the MI Campus should be reported.

In addition you may report a crime to Student Affairs and/or any member of MI Management.



MUSICIANS INSTITUTE COLLEGE OF CONTEMPORARY MUSIC

POLICY STATEMENT ADDRESSING SECURITY AWARENESS PROGRAMS FOR STUDENTS AND EMPLOYEES

CAMPUS SECURITY

9/22/2013

During orientation, students are informed of services offered by the MI Campus Security Office. These presentations outline ways to maintain personal safety and security. Students are told about crime on-campus and in surrounding neighborhoods. Similar information is presented to new employees.

Periodically during the academic year MI Campus Security, in cooperation with other college organizations and departments, present crime prevention awareness sessions on sexual assault (rape and acquaintance rape), Rohypnol abuse, theft, and vandalism, as well as educational sessions on personal safety and security.

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

In addition to seminars, information is disseminated to students and employees through crime prevention awareness packets, security alert posters, displays and videos.

When time is of the essence, information is released to the university community through security alerts posted prominently throughout campus, through computer memos sent via email and/or text-based sms notification system.



MUSICIANS INSTITUTE COLLEGE OF CONTEMPORARY MUSIC

POLICY STATEMENT ADDRESSING CRIME PREVENTION PROGRAMS FOR STUDENTS AND EMPLOYEES

CAMPUS SECURITY

9/22/2013

Campus Security personnel facilitate programs for student, parent, faculty, and new employee orientations, student organizations, providing a variety of educational strategies and tips on how to protect themselves from sexual assault, theft and other crimes.

Tip: To enhance personal safety, and especially after an evening class, walk with friends or someone from class that you know well, or call MI Security for assistance.



MUSICIANS INSTITUTE COLLEGE OF CONTEMPORARY MUSIC

POLICY STATEMENT ADDRESSING CRIMINAL ACTIVITY OFF CAMPUS

CAMPUS SECURITY

9/22/2013

Musicians Institute does not provide security services to non-student/non-employees. Furthermore, with the possible and uncommon exception of some MI-sponsored events, Musicians Institute Security services are restricted to the Musicians Institute campus and areas immediate thereto.



MUSICIANS INSTITUTE COLLEGE OF CONTEMPORARY MUSIC

POLICY STATEMENT ADDRESSING ALCOHOLIC BEVERAGES

CAMPUS SECURITY

9/22/2013

The consumption, sale or the furnishing of alcohol on the Musicians Institute Campus or at Musicians Institute or at Musicians Institute Facilities is forbidden. Laws regarding the possession, sale, consumption or furnishing of alcohol is controlled by the California Department of Alcohol and Beverage Control (ABC). The campus and facilities of Musicians Institute are to designated as 'drug-free' areas and only under certain circumstances is the consumption of alcohol permitted. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws, along with the rules of MI, in particular, are strictly enforced by Musicians Institute Campus Security. Violators are subject to disciplinary action, criminal prosecution, fine and imprisonment.



MUSICIANS INSTITUTE COLLEGE OF CONTEMPORARY MUSIC

POLICY STATEMENT ADDRESSING ILLEGAL DRUG POSSESSION

CAMPUS SECURITY

9/22/2013

The Musicians Institute campus and Facilities have been designated “Drug free” and only under certain circumstances is the consumption of alcohol permitted. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by Musicians Institute Campus Security. Violators are subject to University disciplinary action, criminal prosecution, fine and imprisonment.



MUSICIANS INSTITUTE COLLEGE OF CONTEMPORARY MUSIC

POLICY STATEMENT ADDRESSING SUBSTANCE ABUSE EDUCATION

STUDENT AFFAIRS

9/22/2013

PREVENTION PROGRAMS

Information on Musicians Institute's drug policies may be found on the Student Portal under the Student Affairs menu tab. There are two links via which the Drug Prevention Policy may be accessed: the Drug Prevention Policy link or the Student Rights and Disclosures link (the Drug Prevention Policy is under the title Drug and Alcohol Prevention Information). In addition to the Drug Prevention Policy link, the Student Rights and Disclosures link has a link for Appendix C, which describes the health risks of various narcotics. Students are informed of the Student Rights and Disclosures link during Registration and are required to sign the Student Rights and Disclosures.

In addition, our personal counselor, Susan Bowling, has extensive experience with substance abuse issues and treatment (I attached a flyer with her bio). She maintains a list of facilities to which we may refer students who are seeking treatment.

LOCAL, STATE & FEDERAL LEGAL SANCTIONS

The State of California sets 21 as the minimum age to purchase or possess any alcoholic beverage. Specific ordinances regarding violations of alcohol laws, including driving while intoxicated, are available at <http://www.abc.ca.gov/>.



MUSICIANS INSTITUTE COLLEGE OF CONTEMPORARY MUSIC

POLICY STATEMENT ADDRESSING DISCLOSURES OF ALLEGED VICTIMS OF CRIMES OF VIOLENCE OR NON-FORCIBLE SEX OFFENSES

CAMPUS SECURITY

9/22/2013

Musicians Institute 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 college 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, Musicians Institute will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.



MUSICIANS INSTITUTE COLLEGE OF CONTEMPORARY MUSIC

POLICY STATEMENT ADDRESSING PREVENTING AND RESPONDING TO SEX OFFENSES

CAMPUS SECURITY

9/22/2013

Musicians Institute endeavors to educate the student community about sexual assaults and date rape through freshman orientations each fall. The Office of Campus Security offers sexual assault education and information programs to College students and employees upon request.

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 Musicians Institute Office of Campus Security strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to a Campus security officer and/or to a Student Affairs representative.

When a sexual assault is reported, the Los Angeles Police will be notified by Campus Police as a matter of protocol. The representative from the Police department will guide the victim through the available options and support the victim in his or her decision. Various counseling options are available and Musicians Institute will work to assist in locating such.

College disciplinary proceedings are detailed in the Student Handbook. The Handbook provides, in part, that the accused and the victim may each be allowed to choose one person who has had no formal legal training to accompany them throughout the hearing. Both the victim and accused will be informed of the outcome of the hearing. A student found guilty of violating the College conduct policy could be criminally prosecuted in the state courts and may be suspended or expelled from the College for the first offense.



MUSICIANS INSTITUTE COLLEGE OF CONTEMPORARY MUSIC

POLICY STATEMENT ADDRESSING SEX OFFENDER REGISTRATION

CAMPUS SECURITY

9/22/2013

In accordance to the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, the Musicians Institute Office of Campus Security is providing a link to the California State Police Sex Offender Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice of each institution of higher education in that State at which the person is employed, carries a vocation, or is a student.

Link: http://meganslaw.ca.gov/search_main.