

**Foothill-De Anza Community College District Sexual Assault,
including Rape: Procedures**

AP 4630A

When a victim of rape or any other sexual assault chooses to go to either Psychological Services, Counseling Services, and/or Health Services, confidentiality will be strictly maintained. If the victim decides to report the incident to the appropriate law enforcement agency, the College will make every effort to insure that it will be handled in the most private and confidential manner possible.

If the victim of rape or any other type of sexual assault chooses to report an incident that occurred on-campus, the following will occur:

A. De Anza

1. A Campus Security supervisor will take the initial report (a female counselor, if appropriate, will be present) and, when appropriate, contact the Santa Clara County Sheriff's Department for further follow-up.
2. Campus Security will notify the Vice President of Student Services of the incident.

B. Foothill

1. A Campus Safety Officer will take the initial report (a female counselor, if appropriate, will be present).
2. Campus Safety will report the incident to the Dean of Student Affairs.

If the incident happened off-campus, the appropriate law enforcement agency will be called to handle the situation.

If the rapist or assailant is a student or employee (District Personnel will be notified), the appropriate disciplinary action will be taken. Disciplinary action for students are in accordance with Due Process. Decisions regarding discipline of employees will be made in accordance with applicable legal and contractual provisions and procedures.

See Board Policy 4630—Sexual Assault Policy Including Rape

Reviewed January 25, 1993