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# **CRIME AWARENESS AND CAMPUS SECURITY ACT**

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*2014 CAMPUS SAFETY REPORT*

*Prepared by the*  
**Campus Public Safety Department**



**Orangeburg-Calhoun Technical College**  
**3250 St. Matthews Rd.**  
**Orangeburg, SC 29118**

Orangeburg-Calhoun Technical College does not discriminate on the basis of race, color, religion, sex, national origin, age, disability, or veteran status in its admissions policies, programs, activities or employment practices.

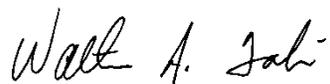
## A Message from the President

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The mission of Orangeburg-Calhoun Technical College (OCtech) is “to provide relevant training and education in an environment that inspires success and promotes self-reliance for students, and fosters economic development for the region”. Inherent in that mission is our goal to provide a safe learning and working environment for faculty, staff, students, and visitors. Operationally, all members of the faculty and staff at this institution play a vital role in fulfilling that goal by making students our priority, making a commitment to community, dedicating ourselves to quality, and valuing those skills that provide opportunity for all members of the OCtech family. Within that family, we have a committed public safety staff, who are proactive in deterring criminal activity on campus, yet also serving as ambassadors to those stakeholders who arrive on our campus. I am very proud of the work they’ve accomplished through their belief and commitment to the philosophy of community policing.

As a two-year technical college, and a commuter campus, we serve diverse populations of students, and work diligently to be proactive in deterring any type of criminal activity on campus. However, we do understand that instances beyond our control do occur, and therefore, we value shared decision making and collaboration in developing plans to address those types of occurrences.

OCtech has a strong, positive reputation in the community for the high level of customer service, the strong academic rigor it provides students, and the quality of its employees, but this reputation would not be as it is today without the assistance of our public safety department. Thank you for taking the opportunity to review the OCtech Crime Safety Report, and the reader of this publication will discover, after reviewing the information contained in this document, that safety and security on this campus is a priority, and we as an institution, value the work provided by our staff.



Dr. Walt A. Tobin  
President

## **PURPOSE**

Orangeburg-Calhoun Technical College is committed to providing a safe and secure environment for students, faculty, staff and visitors. The information in this publication is to comply with requirements set forth under the 1998 Jenne Clery Disclosure of Campus Security Policy and Campus crime Statistics Act. The act is commonly referred to as the "Clery Act." This report is updated on an annual basis and is disseminated to all College students, faculty, staff, and interested individual via web distribution. Upon request, this report will also be provided in printed format to any applicant for enrollment or employment, as well as to any current student, faculty, staff, or interested individuals.

## **POLICY**

It is the policy of Orangeburg-Calhoun Technical College that any criminal act, act or threat of violence, injury, destruction of College or personal property, traffic accident, or other situation which occurs on the campus which may constitute an emergency, a danger to the health, safety or property of any person; or a threat to the public order; be reported immediately. The following is the procedure for reporting any of the above, or other potential criminal actions and/or other emergencies:

During normal operating hours, incident reports should be made to Campus Public Safety Office. The Public Safety Office is located in the Gressette Learning Resources Center, Building B, Office 107. Please dial telephone ext. 1336 and either speak with the officer on duty or, in the event of non-emergencies, leave a voice mail message. In the event of an emergency, and there is no answer at ext. 1336, dial cell phone # **682-3335** or press **0**. By pressing 0, the phone will automatically dial the switchboard. This number is monitored from 8:00 a.m. to 6:00 p.m., Monday-Thursday and on Friday 8:00 to 1:30p.m. After 6:00 p.m. on Monday – Thursday and on Friday after 1:30, please follow the following instructions for reaching the officer on duty:

- ❑ Monday – Friday, call the Campus Public Safety cellular phone at **682-3335**. For non-emergencies, leave a voice mail message. The phone will automatically notify the officer of any messages.
- ❑ If there is an emergency and no answer, call the Front Desk in Building S (Student and Community Life Center) at extension 1211 (535-1211, off-campus). This number will be monitored from 8:00 a.m. to 6:00 p.m., Monday – Thursday and Friday 8:00a.m. to 1:30 p.m.
- ❑ If there is an emergency situation after 6:00 p.m., call the security main number at ext. 1336 (535-1336, off campus) or the security cellular phone at **682-3335**. This number will also be available as a back-up option during the other times.
- ❑ Red emergency call boxes are available on campus. Monday – Thursday, they ring at the Front Desk in Building S from 8:00 a.m. – 6:00 p.m. On Friday, the red emergency call boxes are available 8:00 a.m – 1:30 p.m and connect to the front desk in Bldg. S.

- Blue Light call boxes are strategically located on campus. These boxes connect directly to the radios of the Campus Public Safety Officers.

In extreme emergencies such as serious injuries (first aid), fire and other life threatening situations, any employee or student is authorized to dial 911 and make a direct request for assistance. Further notification through proper college channels may be completed when time permits.

The officer on duty shall initiate the emergency notification system, notifying the appropriate individuals.

Note: To dial any outside number, first dial 9; listen for dial tone, then dial the number.

An initial and necessary follow-up investigation of the allegations will be conducted. Reports are treated confidentially. When notified of a crime, the assigned officer will work closely with the victim to resolve the problem. The victim maintains the right to drop or decline prosecution of the case at any time and to choose whether to pursue the case through the criminal justice system, the campus judicial system, or both. If an incident is considered an immediate threat to members of the campus community, that information will be shared through crime alert notices.

## **THE DEPARTMENT OF CAMPUS SAFETY & SECURITY**

Orangeburg-Calhoun Technical College provides full-service police protection to the campus community through its Campus Public Safety and Security Department. Campus Public Safety is a fully independent law enforcement agency reporting to the Human Resources Director. Campus Public Safety officers are commissioned as State Constables with state wide jurisdiction and have complete police authority to arrest anyone involved in illegal acts on campus and areas off campus. If minor offenses involving College rules and regulations are committed by a college member, the incident may also be referred to Student Affairs for disciplinary action. The office of Student Affairs ensures that safety/security policies are uniformly executed and conveyed in a clear and consistent manner to the student body. Reports involving major offenses are shared with the State Law Enforcement Division (SLED) and Orangeburg County Sheriff Department (OCSD) and joint investigations may occur. The prosecution of criminal offenses, felony or misdemeanor, are conducted at Magistrate, General Sessions or Federal Court.

By mutual agreement with state and federal agencies, OCTC Campus Public Safety Department maintains a read only computer terminal. Through this system law enforcement personnel can access the National Crime Information Center computer system as well as South Carolina Crime Information databases. These databases are used for accessing criminal history data, nationwide police records, driver/vehicle identification information along with other local, state and federal law enforcement information. Campus Public Safety has direct radio communication with local law enforcement agencies over the Palmetto 800 communications network.

Criminal activity engaged in by students at off campus locations may be monitored and recorded by local law enforcement agencies. This information may be provided to the Vice President of Student Services for any action that may be required and appropriate. While OCSD has primary jurisdiction in off campus areas in close proximity to campus and concurrent jurisdiction on campus, OCTC Public Safety officers often respond to incidents that may involve students.

Job duties include but are not limited to:

1. Patrolling the campus on a routine basis, making security checks of buildings and grounds, and investigating any suspicious person or activity.
2. Checking parking lots and the campus in general; enforcing the traffic and parking regulations.
3. Registering vehicles for identification purposes.
4. Assisting in fire prevention
  - A. Posting fire plans and instructions throughout the campus.
  - B. Routinely checking fire extinguishers throughout the campus for serviceability.
  - C. Summoning the fire department when needed.
5. Investigating accidents to personnel and securing appropriate medical attention.
6. Initiating investigations and police reports from complaints dealing with thefts, assaults, disturbances, etc.
7. Making bank deposits, picking up and delivering mail to post office, performing flag duty, and locking and unlocking main entrance to buildings.
8. Reporting campus security lights that need repairs.
9. Maintaining a desk log and recording events as they take place during a tour of duty.

## **CAMPUS LAW ENFORCEMENT POLICIES AND PRACTICES**

In the event of a disturbance (non-violent), the campus Public Safety Department tries to solve it on campus without affecting an arrest. When a crime is committed or probable cause exists, arrests are made by the officer on duty and the subjects are transported to Orangeburg-Calhoun Detention Center and charges are filed.

1. The Sheriff's Department is called in on major incidents for assistance and back up. The South Carolina Law Enforcement Division (SLED) is called to enter the investigation if it involves other counties in the state.
2. The Department of Campus Public Safety and Security does report crimes to the Uniform Crime Reporting System. The officers at the College will assist in other matters when called upon.
3. The College has excellent working relationships with the local sheriff, fire departments, rescue, and the hospital.

### **Crime Statistics and Reporting**

Numerous efforts are made to advise members of the campus community on a timely basis about campus crime and crime related problems.

### **Timely Warnings**

In the event that a situation arises, either on or off campus, that, in the judgment of the Chief of Campus Public Safety and Security and/or the Crisis Response Team, constitutes a credible ongoing or continuing threat, a campus wide “timely warning” will be issued. The warning will be issued through the college intercom message and e-mail system to faculty and staff, through Cruiser Alert to cell phone and email, via building and areas captains and if necessary, by memo to the media.

### **Cruiser Alert**

Cruiser Alert has been activated in Campus Cruiser to allow the college to send emergency messages to cell phones and email. Students/Employees will need to have your cell phone nearby to receive a text message with a code that you will type in (on the computer screen) to complete the process.

If the student/employee does not have a cell phone, they can still sign up and subscribe to the Campus-Wide Broadcast channel so that they will receive the emergency email messages.

If the cell phone does not have text messaging as part of the plan, there may be a charge from your carrier (usually less than .50 per message) when you receive these messages. Our current plan is to test the system once a semester.

Anyone with information warranting a timely warning should report the circumstances to the Campus Public Safety Office, by phone **803-682-3335** or in person at the Campus Public Safety Office, Gressette Learning Resources Building, Building B, Office 107.

OCtech Public Safety has a safety and security hotline. It is called **eyewitness**. The phone number is **268-2626**. This hotline provides students, faculty and staff an anonymous number to report any information they have witnessed, observed or know of that may threaten the safety and security of anyone on campus. If you call, you are not required to leave any contact information unless you wish. The hotline will be checked twice a day, Monday-Thursday, and once on Friday. To report emergencies, you will continue to call the Public Safety cell phone **682-3335**. A truly safe campus can only be achieved through the full cooperation of all the students, faculty, and staff.

**Crime Log**

A summary of criminal incidents is maintained at the Campus Public Safety and Security Office located in bldg. B, room 107. This log can be viewed during normal business hours (Monday-Thursday, 8:00a.m.-5:00p.m.) and on Friday 8:00a.m.-1:30p.m. The Clery Act does not require disclosure of all crimes.

Hate Crimes-Disclose whether any of the above-mentioned offenses, or any other crimes involving bodily injury, were hate crimes

Arrests and Referrals for Disciplinary Action for illegal weapons possession and violation of drug and liquor laws

**Smoke Free Campus**

Orangeburg-Calhoun Technical College is committed to providing an environment conducive to its mission that is safe, healthy and comfortable. Due to well documented health and safety risks related to smoking, and the College's commitment to support the comfort and well-being of its various constituents, the College is a "smoke-free" campus. Smoking is prohibited on all property owned or controlled by the College. This prohibition includes all buildings and grounds. This policy is in effect at all times with no exceptions.

**Emergency Plan**

The College has published an Emergency Plan that incorporates emergency response and evacuation policies and procedures for a variety of situations. Information in the plan ranges from general guidelines for dealing with potential emergency situations to specific information on what to do for a variety of specific situations. The information is provided in an effort to better prepare all of the College community members in the event of a natural or man-made emergency or disaster. The plan is reviewed annually and is on the web at [www.octech.edu](http://www.octech.edu) and then click on the tab Student Resources and Campus Public safety.

**Campus Services**

The following services are offered through our Campus Public Safety and Security Department: Project Identification for Property, lost and found, opening locked vehicles (slim jim) and battery boosting with a portable charger. Please contact the officer(s) on duty or call **682-3335**.

**Weapons**

Pursuant to the South Carolina Concealed Weapons Act, other applicable State laws, and the college policy, firearms are not allowed on the campus of Orangeburg-Calhoun Technical College. Any person with a firearm in his/her vehicle is subject to the applicable laws of the State of South Carolina. See South Carolina Code of Laws Section 16-23-420.

**SECTION 16-23-420.** - (A) It is unlawful for a person to possess a firearm of any kind on any premises or property owned, operated, or controlled by a private or public school, college, university, technical college, other post-secondary institution, or in any publicly owned building, without the express permission of the authorities in charge of the premises or property. The provisions of this subsection related to any premises or property owned, operated, or controlled by a private or public school, college, university, technical college, or other post-secondary institution, do not apply to a person who is authorized to carry a concealed weapon pursuant to Article 4, Chapter 31, Title 23 when the weapon remains inside an attended or locked motor vehicle and is secured in a closed glove compartment, closed console, closed trunk, or in a closed container secured by an integral fastener and transported in the luggage compartment of the vehicle.

Persons whose conduct violates state law will be prosecuted in the appropriate criminal court.

In addition, this procedure prohibits carrying any other weapon (knife, sword, blackjack, metal pipe, club, dirk, slingshot, brass knuckles, razor, or other type of weapon, object or device which may be used to inflict bodily injury or death) on campus. This applies to any weapon or replica of a weapon in assembled or unassembled condition.

All prohibited items will be confiscated and may be destroyed. Approval for possession or use, in extremely limited and specific situations, will be considered on a case-by-case basis.

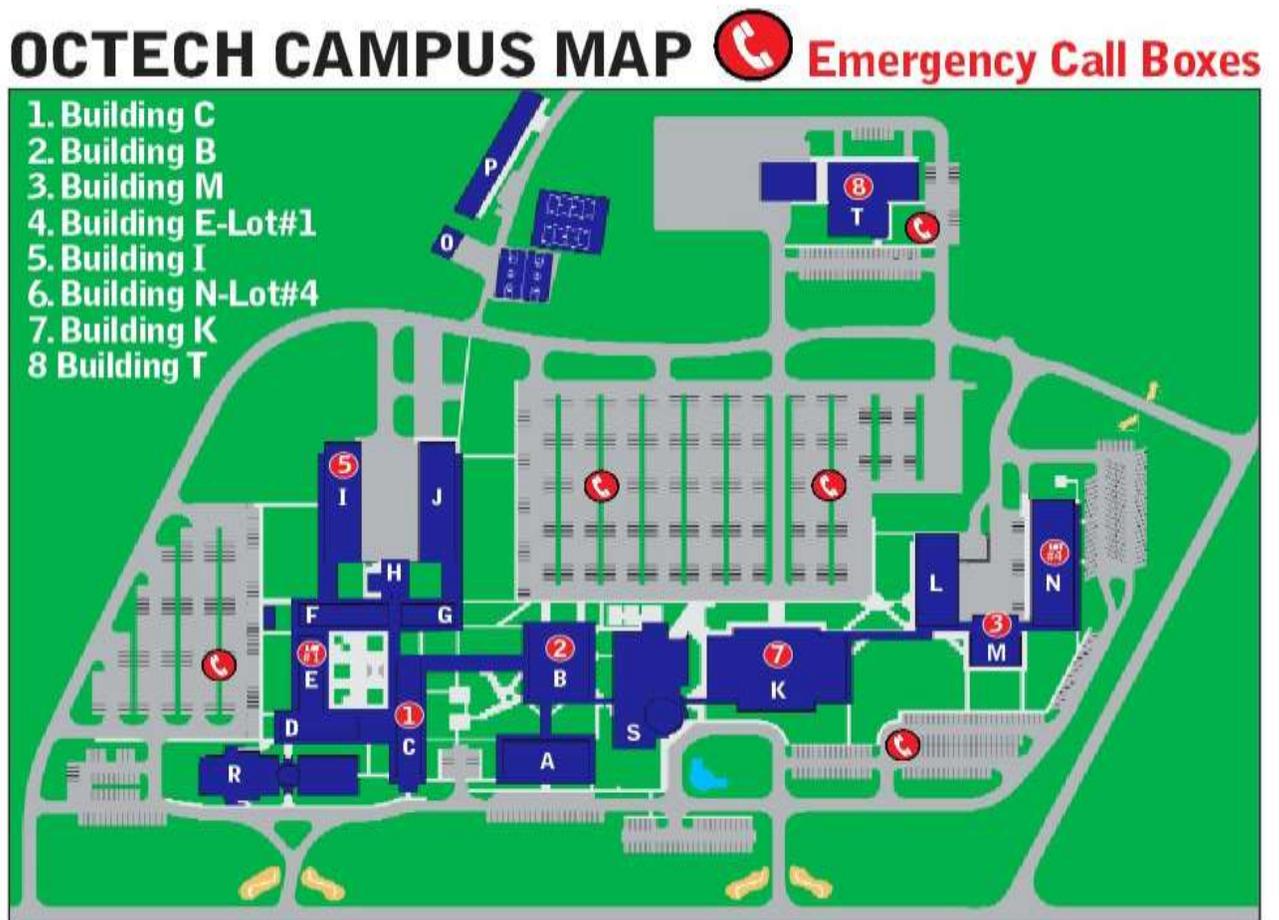
#### **Animals Prohibited**

Animals are not allowed on the premises or property of OCTC except for animals trained to assist the disabled, police dogs or police horses, or animals used for educational purposes in academic programs. The feeding of animals (feral, domestic, or wildlife) on campus is prohibited with the exception of those animals trained to assist persons with disabilities.

## Emergency Call Boxes

Safety and Security on the college campus has been enhanced through the installation of emergency call boxes.

- There are seven (7) red call boxes throughout campus. They connect directly to the front desk in Building S during operating hours. The locations of the red emergency call boxes are indicated on the map below by the numbers.
- There are five (5) blue light call boxes located on campus. The blue light call boxes have a blue light that is illuminated 24/7 and a blue strobe that flashes when the box is activated. Our "blue light call boxes" are radios that communicate directly with armed Campus Public Safety Officers' radios. A patrolling officer can often be at the location in seconds, bypassing the local 911 service, who would otherwise dispatch Campus Public Safety personnel to the emergency. By pressing the button on the box this will enable instant, reliable notification (ID and location) to Campus Public Safety personnel during normal College operating hours. The automatic audible instructions will guide users through a step-by-step process. The caller will be able to gain a two-way voice communication with responding personnel to quickly assess the caller's needs. The locations of the Blue Light call boxes are indicated on the map below by the red phone symbol.



**IMPORTANT**

Please be reminded the Call Box Emergency System is only useful when an officer is on duty. If you have an emergency when the College is not staffed with an officer, please call 911.

**SECURITY AND ACCESS TO CAMPUS FACILITIES**

The VP for Business Affairs, Human Resources Director and the Chief of Public Safety & Security are responsible for campus safety/security.

In order to ensure that safe environment, the College has partnered with Orangeburg County Sheriff's Department to provide professional public safety services 24 hours a day, seven days a week. Inspection of grounds and facilities, with the specific intent of evaluating any existing or potential safety hazards, are conducted periodically and findings corrected.

**Access to Campus Facilities Procedure**

Orangeburg-Calhoun Technical College is committed to providing a safe and secure environment for students, faculty, staff, and visitors.

In accordance with this commitment, we ask that you comply with the following:

1. Anyone who needs access to a building on Monday – Thursday between the hours of 11:00 p.m. and 7:00 a.m. and Friday between the hours of 1:30 p.m. and 7:00 a.m. and anytime on Saturday, Sunday, and holidays, must have prior authorization from the Chief of Campus Safety and Security before entering the campus and/or any buildings during the above hours. The Campus Public Safety Office (located in Building B) can be contacted by dialing **682-3335** and speaking with the officer on duty or leaving a message on voice mail during normal College business hours. This applies to individuals who have keys, those who have access to keys and those who do not have access to keys.
2. No one is permitted to open doors for individuals who do not have keys during the hours mentioned above except campus security personnel who have been authorized to do so by their supervisor.
3. Individuals who have been assigned keys are not to loan or entrust their keys to others. The individuals to whom key assignments have been made are and will be held responsible for the security of their respective areas.
4. When a faculty or staff member opens a building, or a section of a building for student activities, the students must be supervised during the entire time they are in the building. It is the responsibility of the supervising faculty or staff member to secure the building when the activity has ended.
5. At the close of the business or instructional day, it is the responsibility of the individual supervisors or faculty members to secure their respective work areas. This includes windows, doors, and any other means by which unlawful or unauthorized entry might be made.

Please be reminded that the Campus Security Staff has many other responsibilities and are here for the overall safety of the College. Therefore, they will only be able to

accommodate requests to open doors after their primary mission has been completed or only under emergency conditions.

## **CAMPUS LAW ENFORCEMENT POLICIES AND PRACTICES**

All campus crimes are to be promptly reported in the manner previously stated herein. Any qualifying crimes will be immediately reported to the local sheriff department. The College has excellent working relationships with the local sheriff, fire departments, rescue, and the hospital.

## **CAMPUS PROGRAMS ON SECURITY, SAFETY, AND CRIME PREVENTION**

Campus safety procedures and practices are outlined in the College Catalog and OCtech website ([www.octech.edu](http://www.octech.edu)). Students, faculty, and staff are also informed of these safety practices at orientations and staff meetings. Students and employees are encouraged to be responsible for their own safety and security.

## **SEXUAL ASSAULT PROCEDURE**

Sexual assault is a violent act of aggression, which violates the basic principle of human dignity. Quite often, persons who commit this crime are known to their victims and these cases are the least reported. Victims of sexual assault are urged to report the crime. Persons who commit this crime are known to repeat the act and cannot be caught or stopped without the victim's assistance.

As members of the College community, students are expected to exhibit a high standard of personal conduct and to respect the rights of other students, faculty, staff members and visitors on campus. Students are also expected to adhere to all federal, state and local laws, as well as the Student Code of Conduct. Sexual assault is a criminal offense and a violation of the Student Code of Conduct. Allegations of sexual assault that occurs within the jurisdiction of the College may be adjudicated through Student Grievance procedure. Adjudication procedures and possible sanctions for violation of the Code of Conduct may be found in the Student Handbook. Copies of the Student Handbook are distributed to all new students during Orientation.

Sexual assault is strictly prohibited by the College. The College's Anti-Harassment and Non-Discrimination and Student Code Procedures for Addressing Alleged Acts of Sexual Violence and Sexual Harassment procedures comply with S.C. Code Ann. § 59-105-10 et seq. (Supp. 2002), commonly known as the "South Carolina Campus Sexual Assault Information Act".

"Sexual assault" is defined as rape or any actual or attempted nonconsensual or forcible sexual touching, including fondling, kissing, groping, attempted intercourse (whether oral, anal or vaginal), penetration or attempted penetration with a digit or any other object.

Nonconsensual sexual assault includes those situations in which the victim is unable to consent.

"Rape" is defined as vaginal, anal, or oral intercourse without consent, whether the victim is overcome by force, fear, intimidation resulting from threat of force, or by drugs administered without consent, or when the victim is otherwise unable to consent. Consent requires speech or conduct indicating a freely given agreement to have intercourse or participate in sexual activities. Previous sexual relationships, current relationships with the perpetrator or the use of alcohol and/or drugs may not be taken as an indication of consent. Use of alcohol and/or drugs by the perpetrator is not an excuse for violation of the sexual assault policy.

The term "unable to consent" means:

1. unable to understand the circumstances and implications of the sexual advances;
2. unable to make a reasoned decision concerning the sexual advances; or
3. unable to communicate that decision in an unambiguous manner. Such a situation can result from illness, the influence of alcohol or some other substance, physical or psychological disabilities, unconsciousness or some other cause.

The College will impose sanctions on individuals who commit sexual assault. In cases involving a student, an interim (immediate) suspension may be imposed, which means the accused cannot attend classes or be on campus until a preliminary hearing is held (within 10 days). In other cases, the accused may be permitted to attend classes pending a final decision from the Vice President for Student Services. If the recommendation is suspension (from the College) or expulsion (from the College), a hearing will also be held. Among the other disciplinary sanctions that may be imposed are the following: reprimand, restitution, special conditions, disciplinary probation, loss of privileges, suspension, expulsion or any combination of those listed.

Harassment is a pattern of intentional, substantial and unreasonable intrusion into the private life of a targeted person that causes the person (and would cause a reasonable person) to suffer mental distress. Stalking is a pattern of words or conduct that is intended to and that does cause a targeted person (and would cause a reasonable person) to fear death, assault, criminal sexual contact, kidnapping (either the targeted person or a member of his/her family), or damage to his/her property or a family member's property. The OCTC Public Safety Department takes all complaints of harassment and stalking seriously and actively assists students, faculty, and staff in dealing with matters of this type through civil and criminal means. The following policies can be found on the College website at [www.octech.edu](http://www.octech.edu)/ student resources/policies and procedures:

- Non-Discrimination and Anti-Harassment
- Student Grievance Procedure
- Student Code of Conduct
- Student Code Procedures for Addressing Alleged Acts of Sexual Violence and Sexual Harassment

### **If you are sexually assaulted:**

- Memorize as much detail as possible about the attacker.
- On campus call the College's Public Safety Department at 682-3335 immediately. Off campus call local emergency medical service immediately by dialing "911" or their local number. This does not obligate you to file charges or testify in court.
- If you prefer not to call the police, but you want to make it known that a rape occurred, you may contact the Vice President for Student Services or any member of the Counseling.
- Do not bathe, shower, douche, or urinate.
- Do not change clothes, if it can be avoided. If changing clothes is necessary, secure you changed clothes inside a paper bag, not plastic.
- Do not eat, drink, smoke, rinse your mouth, or brush your teeth. These actions may destroy evidence.
- Do not disturb the crime scene(s).
- You may call and request medical transportation without divulging that you have been raped. Even if you choose not to become involved with the police, you should seek medical assistance.
- You are strongly encouraged to go through the rape protocol exam for medical attention and for the purpose of preserving important physical evidence of the assault. The rape protocol exam should be done as soon as possible. Physical evidence can be obtained up to 72 hours after the assault. However, as time passes, the quality of the evidence diminishes.
- Contact a friend or family member to be with you.

### **What Happens when a Rape Is Reported to the Public Safety Department?**

When you notify Orangeburg-Calhoun Technical College Public Safety officers of a rape, the following will occur:

- Public Safety will respond to your location on campus, ensure that you are safe and provide you with emergency medical assistance.
- Public Safety will ask you questions about the assault (location and time of the assault, a description of the accused, etc.). If you request to speak to a male or female officer, Public Safety will make every reasonable effort to accommodate your request, to include contacting another law enforcement agency having concurrent jurisdiction. Local law enforcement may become involved depending on the circumstances surrounding the incident. A family member, friend, or counselor may be with you during the interview.
- Public Safety will protect the crime scene, contact local law enforcement as may become necessary and assist in the collection and preservation of evidence.
- Public Safety will make contact with and escort you to an appropriate medical facility.

- Public Safety will contact other assistance agencies (Orangeburg County Sheriff's Office Victims/Witness Program, etc.) on your behalf. The Victims/Witness coordinator from the Sheriff's Office will help you file any documents related to the S.C. Victim's Compensation Fund.
- Public Safety will treat you and your case with sensitivity, understanding, and professionalism regardless of your gender or the gender of the accused. Public Safety officers will not prejudge you or blame you for what occurred.
- Public Safety will NOT release your name to the public or the press.
- Public Safety will continue to be available to you, answer your questions, and explain the system and processes involved (solicitor, courts, etc.).
- Public Safety will professionally investigate your case, which may lead to the arrest and prosecution of the accused. You will be kept up-to-date on the progress of the investigation and/or prosecution.
- When you report a campus rape, you are not making a commitment to file charges or testify in court. By reporting the matter to the Campus Public Safety, you can be assured of immediate physical protection and transportation to a medical facility.

### **What Happens When a Rape Is Reported to the Vice President for Student Services?**

- Upon learning of a rape, the Vice President for Student Services or designee will contact you to offer the services of Student Services departments or CASA Family Systems. Any information you provide will be kept in the strictest of confidence. OCtech and CASA Family Systems are committed to working together towards improving services of victims of sexual assault or domestic violence.
- In the event you want the College to pursue disciplinary action, you will be asked to provide a written report of the incident. That information will be forwarded to the Vice President for Student Services, who will start College disciplinary processes. You will be invited, but not required, to meet with the Vice President for Student Services in order to discuss College's disciplinary procedures further. The college will maintain confidentiality to the fullest extent possible.
- When available information has been reviewed by the Vice President for Student Services, sanctions may be imposed. If the Vice President for Student Services recommends a temporary suspension, suspension (from the College), or expulsion (from the College), a preliminary hearing may be scheduled.
- You will have the option to attend the preliminary hearing and provide testimony regarding the attack. The Vice President for Student Services will attempt to make special accommodations for testifying if you are not able to face the accused. You will be listened to and treated with respect. Committee hearings are confidential and closed to all persons except the student, the person(s) initiating the charge(s), counsels for any student and for the College, witnesses who will be invited and a person mutually agreed upon by the student(s) and Committee to serve as recorder.

When you report a rape to the Vice President for Student Services, he/she is required by law to inform the Orangeburg-Calhoun Technical College Public Safety Department. However, reporting this crime to the OCTC Campus Public Safety Department in no way obligates you to press charges or testify in court. Even if you do not want to press charges, we strongly encourage you to contact the police for immediate help. You may discontinue the involvement of Vice President for Student Services and any other police or legal services at any point.

*If a sexual assault occurs off campus*, the proper jurisdiction should be notified immediately. Please familiarize yourself with the numbers for emergency assistance (EMS, police) in your area. Even though the incident occurs off campus, counselors are available, upon request, to meet with the student.

It is important to note that the victim of sexual assault is a primary component of the evidence in a crime scene. Therefore, to preserve critical evidence used in prosecution, we caution the victim to avoid showering, changing clothes, brushing teeth, drinking, or disturbing the crime scene in any way.

## **DRUGS AND ALCOHOL**

Orangeburg-Calhoun Technical College prohibits the unlawful manufacture, distribution, dispensation, possession or use of illegal drugs or controlled substances by students as set forth in South Carolina Code of Laws, Section 44-S3-110et seq. This law prohibits possession or sale of drug paraphernalia (such as roach clips, bongs, water pipes, cocaine spoons) as defined in South Carolina Code of Laws, Section 44-S3-1510et seq. and the distribution or delivery of an imitation (“look-alike”), non-controlled substance represented as a controlled substance, as defined in South Carolina Code of Laws, Section 44-S3-390. Detailed information on federal and state alcoholic beverage and other drug laws may be found in the Student Handbook.

In the state of South Carolina it is illegal to purchase, possess or consume alcohol if you are under the age of 21. It is also illegal for a person of legal age to purchase alcohol for a person less than 21 years of age.

The College must maintain its primary function as a center of learning. No one under the influence of alcohol or other drugs will be allowed to attend class or remain on campus. At the same time, it must be clear that local, state and federal laws apply equally on campus as well as off campus. The abuse of alcohol and the use of illegal drugs by members of the College community are incompatible with the goals of our College. Substance abuse programs have been developed both on campus and within this community. They offer alcohol and other drug education, counseling, and referral services. Local agencies are the Dawn Center, Orangeburg Mental Health Clinic, and Charter Counseling Center.

## **CAMPUS CRIME STATISTICS**

The Crime Awareness and Campus Security Act of 1990 were enacted on November 8, 1990. The Act requires college campuses to make available statistics of any criminal incidents and/or arrests, and to report, on an annual basis, the number of criminal incidents (murder, rape, robbery, aggravated assault, burglary, and/or motor theft). The College is also required to report the number of arrests involving liquor law, drug abuse and/or weapons violations. A statement entitled, "Alcohol/Drugs" is addressed in the College catalog and employee handouts.

The Chief of Public Safety and Security collects, compiles, and disseminates this data for the College's annual security report.

## **SEX OFFENDER REGISTRY AND ACCESS TO RELATED INFORMATION**

Incarceration may remove a sex offender from the streets but it does nothing to prevent the offender from committing another crime when released. The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in the State to provide notice, as required under State law, to each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student. In South Carolina convicted sex offenders must register with the County Sheriff Office where they reside.

In addition, all persons convicted of violations under the laws of the United States or any other state substantially similar to an offense for which registration is required shall provide to the local agency all necessary information for inclusion in the State Sex Offender Registry within ten days of establishing a residence within South Carolina. Any person required to register shall also be required to re-register within ten days following any change of residence.

Nonresident offenders entering the State for employment, to carry on a vocation, or as a student attending school who are required to register in their state of residence or who would be required to register under this section if a resident of South Carolina shall, within ten days of accepting employment or enrolling in school in the State, be required to register and reregister pursuant to this section. For purposes of this section "student" means a person who is enrolled on a full-time or part-time basis, in any public or private educational institution, including any secondary school, trade or professional institution, or institution of higher education.

The State Law Enforcement Division (SLED) maintains a system for making certain Registry information is available via the Internet. The Web address for the SLED State Sex Offender Registry is: <http://www.sled.state.sc.us/default.htm> and allows you to search for Offenders by Name, City, County, or Zip Code. The information available includes the offender's name; sex, race, age, date of birth, height, weight, eye, hair and skin color; last reported address, any scars, marks or tattoos, aliases used; the date of conviction, the statute violated; if the offender is a predator; and a photograph if available.

Registry information provided under law shall be used for the purposes of the administration of criminal justice, for the screening of current or prospective employees or volunteers or otherwise for the protection of the public in general and children in particular. Use of the information for purposes not authorized by law is prohibited and a willful violation with the intent to harass or intimidate another can result in prosecution.

## **HELPFUL TELEPHONE NUMBERS**

### **Chief of Campus Safety/Security, Mr. Douglas Stokes**

Extension #1393, Cellular #682-0583

### **Campus Security Cellular**

# 682-3335 (local number) Extension #1336

### **VP of Business, Mr. Kim Huff**

Extension #1204, Cellular # 843-560-1788

### **VP of Student Affairs, Dr. Sandra Davis**

Extension # 1218, Cellular # 803-378-9737

### **Human Resources Director, Mrs. Marie S. Howell**

Extension # 1207, Cellular # 843-437-7216

## **OFF CAMPUS ASSISTANCE**

\*\*\*\*\* 911 \*\*\*\*\*

1. Local Law Enforcement Agencies -- Phone # SHERIFF - 534-3550, POLICE - 534-2812
2. Local Fire Department -- Phone # 533-6046
3. EMS (RESCUE SQUAD) -- Phone # 531-3020
4. Highway Patrol Department -- Phone # 531-6840/6841
5. Local Hospital -- Phone # 395-2201
6. County Health Department -- Phone # 536-9060
7. The American Red Cross -- Phone # 534-5735
8. Department of Public Utilities (DPU) -- Phone # 268-4000
9. County and State Engineers -- Phone # 531-6850

## **STATISTICAL INFORMATION**

### **Campus**

ON CAMPUS is defined as any building or property, owned or controlled by an institution of higher education, within the same reasonably contiguous geographic area to the institution, and used by the institution in direct support of, or in a manner related to the institution's educational purposes. This includes residence halls and property within the same reasonably contiguous geographic area of the institution that is owned by the institution but controlled by another person, is frequently used by students, and supports the institutional purposes.

### **Non-campus Building or Property**

NON-CAMPUS BUILDING OR PROPERTY is defined as any building or property owned or controlled by student organizations officially recognized by the institution. Also, any building or property (other than a ranch campus) owned or controlled by an institution of higher education that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

The Statistics for crime on NON-CAMPUS BUILDING OR PROPERTY have been provided by St. Matthews Police Department for Lake Marion Technology.

### **Public Property**

PUBLIC PROPERTY is defined as all public property, including thoroughfares, streets, sidewalks, and parking facilities within the campus or immediately adjacent to and accessible from the campus.

### **Hate Crimes**

We report, by category of prejudice, any crime reported pursuant to the act, or any other crime involving bodily injury, that manifests evidence that the victim was intentionally selected because of the his/her actual or perceived race, religion, sexual orientation, gender, disability or ethnicity.

### **Disciplinary Referrals**

This is a list of the number of disciplinary referrals for each of the following offenses during the three listed calendar years. The statistics do not include drunkenness or driving under the influence

### **Reporting changes for the Campus Security Policy/Campus Crime Statistics Report have been amended to include the following:**

- two new crime reporting categories (manslaughter and arson)
- arrests or persons referred for campus disciplinary action for liquor law violations, drug-related violations, and weapons possession,
- redefinition of reporting area: *Campus, Non-Campus Building or Property and Public Property.*

**NOTE:** Statistics for crimes on Non- Campus Building or Property have been provided by the St. Matthews Police Department. \*\*\* No crimes occurred that required disclosure under Clery Act Compliance.

## ANNUAL CRIME REPORTING STATISTICS

<b>Offense (Reported By Hierarchy)</b>	<b>Year</b>	<b>On Campus</b>	<b>Non Campus</b>	<b>Public Property</b>	<b>Total</b>
<b>Murder / Non Negligent Manslaughter</b>	2013	0	0	0	0
	2012	0	0	0	0
	2011	0	0	0	0
<b>Negligent Manslaughter</b>	2013	0	0	0	0
	2012	0	0	0	0
	2011	0	0	0	0
<b>Sex Offenses, Forcible</b>	2013	0	0	0	0
	2012	0	0	0	0
	2011	0	0	0	0
<b>Sex Offenses, Non Forcible</b>	2013	0	0	0	0
	2012	0	0	0	0
	2011	0	0	0	0
<b>Robbery</b>	2013	0	0	0	0
	2012	0	0	0	0
	2011	0	0	0	0
<b>Aggravated Assault</b>	2013	0	0	0	0
	2012	0	0	0	0
	2011	0	0	0	0
<b>Burglary</b>	2013	0	0	0	0
	2012	0	0	0	0
	2011	2	0	0	2
<b>Motor Vehicle Theft</b>	2013	0	0	0	0
	2012	1	0	0	1
	2011	0	0	0	0
<b>Liquor Law Arrests</b>	2013	0	0	0	0
	2012	0	0	0	0
	2011	0	0	0	0
<b>Drug Law Arrests</b>	2013	0	0	0	0
	2012	1	0	0	1
	2011	0	0	0	0
<b>Weapons Law Arrests</b>	2013	0	0	0	0
	2012	0	0	0	0
	2011	0	0	0	0
<b>Liquor Law Violation Referred for Disciplinary Action</b>	2013	0	0	0	0
	2012	0	0	0	0
	2011	0	0	0	0
<b>Drug Law Violation Referred for Disciplinary Action</b>	2013	0	0	0	0
	2012	1	0	0	1
	2011	0	0	0	0
<b>Weapons Law Violation Referred for Disciplinary Action</b>	2013	1	0	0	1
	2012	1	0	0	1
	2011	0	0	0	0
<b>Arson</b>	2013	0	0	0	0
	2012	0	0	0	0
	2011	0	0	0	0
<b>Domestic Violence</b>	2013	0	0	0	0
	2012	0	0	0	0
	2011	0	0	0	0
<b>Dating Violence</b>	2013	0	0	0	0
	2012	0	0	0	0
	2011	0	0	0	0
<b>Stalking</b>	2013	0	0	0	0
	2012	0	0	0	0
	2011	0	0	0	0