

**YORK TECHNICAL COLLEGE
ANNUAL SECURITY REPORT
October 1, 2017**

➤ **PURPOSE**

Choosing a postsecondary institution is a major decision for students and their families. Along with academic, financial, and geographic considerations, the issue of campus safety is a vital concern. York Technical College is committed to maintaining a safe campus community. In compliance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* (20 USC § 1092(f) as amended by the *Violence Against Women Act, 2013*), York Technical College publishes the following crime awareness information for current and prospective students and employees. The report also provides links to institutional policies and procedures concerning campus security.

➤ **PREPARATION**

The Annual Security Report is prepared by the Dean for Student Engagement's Office in collaboration with the Chief of Public Safety, local law enforcement agencies surrounding the College's main campus and alternate sites, and the Director of Institutional Effectiveness & Research. Campus crime, arrest, and referral statistics include those reported to the College's Public Safety Office, the local law enforcement agencies surrounding the College's main campus and alternate sites, and designated Campus Security Authorities. In addition, the Public Safety Office has a procedure in place for individuals to anonymously report crime statistics and those reports are included in the Annual Security Report, if applicable.

➤ **DISTRIBUTION**

Each term, an e-mail notification is sent to all enrolled students which provides the exact electronic address of the Annual Security Report. Employees of the College receive a similar notification. A paper copy of the Annual Security Report can be obtained by contacting the Dean for Student Engagement's Office at 803-327-8007.

➤ **SECURITY & ACCESS TO CAMPUS FACILITIES (Main Campus)**

York Technical College does not have campus residences.

Campus Access - At 6:00 am, an officer begins opening buildings according to the class schedule and business needs of the College. All buildings are opened by 7:30 am. During weekend hours, the buildings in which classes are scheduled are opened 30 minutes prior to the scheduled class. All handicapped doors are turned on and all lights are turned on as the buildings are opened.

Security During Hours the Campus is Closed - Each building is checked by a Public Safety officer 30 minutes after the end of the last scheduled class to ensure that the building is empty of all occupants. At that time, every door of the building is secured, all handicapped doors are turned off, and all lights are turned off except for night lights that provide basic view.

Patrol Rounds - A Public Safety officer makes continuous patrol rounds to check all exterior doors on the campus each night to ensure that the buildings and campus continue to be secure.

Security During Extended Campus Closures – During holidays and weekends, all faculty and staff are requested to have prior approval from their supervisor to come onto the campus and to notify Public Safety. These individuals are allowed entry to their areas, but the exterior doors remain secure after they enter. They are requested to notify Public Safety when they exit and, at that time, the Public Safety officer will ensure the building is vacated and secured.

➤ **SECURITY & ACCESS TO CAMPUS FACILITIES (Off-Campus Centers)**

The Chester Center is opened and secured by York Technical College public Safety officers. All other off-campus locations are opened by the first faculty or staff person on site and secured by the last faculty or staff person to leave the site. The College’s Chief of Public Safety is consulted in emergency situations and local law enforcement is called to assist, if appropriate.

➤ **CAMPUS LAW ENFORCEMENT**

The Department of Public Safety Chief is an armed, certified law enforcement officer with full arrest and investigative authority within the state of South Carolina. The York Technical College Department of Public Safety works closely with the Rock Hill Police Department and other local law enforcement agencies in Chester and Lancaster counties to develop a response to the campus or off-campus centers when additional law enforcement assistance is required.

➤ **CRIME PREVENTION PROGRAMS**

Students and employees are encouraged to be responsible for their own security and the security of others by taking reasonable precautions. Crime prevention programs are announced by email blast, in the *Student News*, Digital Signage, or under Updates in the Desire–2-Learn course management system. This information is available to students and employees of the college. All college employees receive an Emergency Quick Reference Guide via e-mail each term to ensure that they have important safety procedures and contact information readily available. Annual Alcohol and Drug Awareness Programs and Sexual Assault Awareness Programs are offered during designated Awareness months.

➤ **EMERGENCY HELP BY LOCATION**

If a potentially dangerous or life-threatening emergency exists, call 911 immediately, and then notify the College’s Public Safety Department at 803-327-8013. For other emergencies, use the contact numbers below:

Main Campus - Call the York Technical College Department of Public Safety at (803) 327-8013. The Public Safety Office is located on the main campus in A-building, room A-262.

Construction Trades Center – Call the Rock Hill Police Department at (803) 329-7211.

Truck Drivers Training Building- Call the Rock Hill Police Department at (803) 329-7211.

Chester Center – Call the Chester County Sheriff’s Office at (803) 385-5433.

Chester Heavy Equipment Operations Training Facility - Call the Chester County Sheriff’s Department at (803) 385-5433.

Indian Land Center – Call the Lancaster County Sheriff’s Office at (803) 283-4136.

➤ **DRUG-FREE SCHOOLS AND CAMPUSES INITIATIVE**

It is the policy of York Technical College to provide a drug-free, healthful, safe, and secure educational environment. The College recognizes that substance use and abuse can interfere with students’ academic and career pursuits, student development and safety, as well as employee job performance. In line with this awareness, the College provides educational opportunities, standards of conduct, and support services for students and employees with the goal of preventing alcohol and other drug abuse.

Campus Alcohol and Drug Policy - Students and employees are required and expected to report to their classes, offices, campus facilities, and/or College-sponsored activities in an appropriate mental and physical condition to meet the requirements and expectations of their role. In order to prevent the consequences of alcohol and other drug use in the educational setting, the South Carolina Technical Education System has implemented a policy to ensure a drug-free educational environment. This policy outlines the punishment for violation of South Carolina laws dealing with alcohol and illegal drugs, along with severity of the penalty depending on the type of substance in question. Students and employees are notified at least once a year of the specific electronic address of this information which is available online at <http://www.yorktech.edu/AlcoholDrugUse.pdf>.

Information, Educational Opportunities, and Prevention Efforts - Students of York Technical College can access information about alcohol and other drug use and abuse, its effects, prevention, and treatment options through the Counseling and Support Services department. The Counseling and Support Services office maintains handouts and brochures for student use, usually free of charge, to learn more about the impact and prevention of substance use and abuse. Online resources are also available through the York Technical College website.

The College provides annual educational programs to the campus community. These programs are aimed at building awareness of alcohol and other drug issues and the prevention of such issues. Examples of campus programming which address substance use, abuse, awareness, and prevention include educational workshop presentations, the Health Fair, passive programming such as a poster campaign, Red Ribbon Week student engagement opportunities, and the DUI Simulator and other hands-on activities which help participants examine personal alcohol and other drug use behaviors and explore cessation opportunities as appropriate.

Counseling and Referral Assistance - York Technical College partners with a community agency to provide assessment and treatment services to students through a coordinated referral process. Referrals may also facilitate student connections to the local Department of Mental Health or private practitioners who can address concerns related to substance use and abuse. Students who are concerned about their own substance use or abuse, or that of a loved one, may consult with the Counseling and Support Services office free of charge to learn more about assessment opportunities and the referral process. Counseling and Support Services also supports the Dean for Student Engagement’s Office in providing similar services to students who are engaged in the student disciplinary process as a result of a Student Code of Conduct violation related to alcohol or drug use. The College provides employees with benefits to facilitate employee access to referral, assessment, and treatment services. These services are provided pursuant to all federal and state laws affecting the transfer of information including, but not limited to, the Family Educational Rights and Privacy Act,

the South Carolina Freedom of Information Act, the South Carolina Code of Laws, and Federal confidentiality rules.

Future Revisions - York Technical College reserves the right to revise this information and its policy related to the Drug-Free Schools and Campuses Initiative at any time. This policy will be distributed annually to students and employees of the College, and will undergo biennial review for effectiveness so updates and changes may be made to ensure that the campus environment is safe and supportive of learning. Students and employees are responsible for their awareness of any changes that are published and disseminated.

➤ **OFF CAMPUS STUDENT ORGANIZATIONS**

At the present time, York Technical College does not have any off-campus student organizations.

➤ **REPORTING CRIMES OR OTHER EMERGENCIES ON CAMPUS**

Crimes or other emergencies on campus should be reported accurately and promptly to the Department of Public Safety at (803) 327-8013 or any of the Campus Security Authorities designated below. The Dean for Student Engagement's Office is notified of any crimes on campus that involve students. Incident reports are completed by Public Safety officers and sent to the Department of Public Safety Chief and the Vice President for Business Services. Individuals may anonymously report a crime by logging on to the Department of Public Safety website at <http://www.yorktech.edu/campus-life/student-services/campus-safety/> and selecting the "Contact Us" tab. Or, <http://www.yorktech.edu/Safety-Contact-Us/>. Questions regarding Title IX related matters may also be referred to: titleixcoordinator@yorktech.edu.

➤ **CAMPUS SECURITY AUTHORITIES**

Individuals in the roles listed below serve as Campus Security Authorities for York Technical College. Campus Security Authorities are officials with significant responsibility for student and campus activities, individuals who have responsibility for campus security, and individuals designated to receive crime reports.

Chief of Public Safety & Public Safety Officers – Responsible for maintaining a safe campus community. The Chief of Public Safety provides daily leadership and oversight for the Public Safety Department, serves on the Crisis Management Team, and serves on the Behavior Intervention Team. Contact Number: 803-327-8013.

President – Responsible for executive leadership and overall operation of York Technical College. Serves on the Crisis Management Team. Contact Number: 803-327-8050.

Executive Vice President for Academic & Student Affairs – Responsible for executive leadership and oversight for Academic & Student Affairs. Serves on the Crisis Management Team. Contact Number: 803-327-8014.

Vice President for Business Services – Responsible for executive leadership and oversight for Business Services, Baxter M. Hood Continuing Education Center, Facilities Management, Public Safety, and Information Services. Serves on the Crisis Management Team. Contact Number: 803-327-8015.

Vice President for College Advancement – Responsible for executive leadership and oversight for College Advancement, Development, Alumni Services, Strategic Communications, and Marketing. Serves on the Crisis Management Team. Contact Number: 803-327-8012.

Assistant Vice President for Human Resources – Responsible for the daily leadership and oversight of the Human Resources Office. Serves as the College’s Title IX Coordinator and serves on the Crisis Management Team. Contact Number: 803-981-7162.

Director for Facilities Management – Responsible for the daily leadership and oversight for Facilities Management. Serves as the Chairperson of the Crisis Management Team. Contact Number: 803-981-7375.

Director of Information Services – Responsible for the daily leadership and oversight of the Information Technology services. Serves as an ex-officio member of the Crisis Management Team. Contact Number: 803-327-8031.

Director of Strategic Communications & Marketing (SCM) – Responsible for the daily leadership and oversight of campus-wide communications and Marketing. Serves as an ex-officio member of the Crisis Management Team. Contact Number: 803-981-7161.

Associate Vice President for Business, Computers, Arts, & Sciences – Responsible for the daily leadership and oversight for the Business, Computers, Arts & Sciences division. Contact Number: 803-327-8021.

Associate Vice President for Health & Human Services – Responsible for the daily leadership and oversight for the Health & Human Services division. Contact Number: 803-327-8024.

Associate Vice President for Industrial & Engineering Technologies – Responsible for the daily leadership and oversight for the Industrial & Engineering Technologies and Corporate & Continuing Education divisions. Contact Number: 803-981-7138.

Dean for Center for Academic Success – Responsible for the daily leadership and oversight for the Center for Academic Success. Contact Number: 803-981-7150.

Director Of Operations and Academics Off-Campus Centers– Responsible for the daily leadership and oversight of the Off-Campus Centers. Contact Number: 803-385-5884.

Dean for Student Engagement – Responsible for partnering with Campus Security Authorities to provide a safe campus community and for facilitating adherence to the Student Code. Serves as the Chairperson for the Behavior Intervention Team. Contact Number: 803-327-8047.

Director of Counseling & Support Services – Responsible for the daily leadership and oversight of Counseling Services, Career Services, Disability Services, and Student Activities. Serves on the Behavior Intervention Team. Contact Number: 803-327-8007.

Student Organization Club Advisors – Responsible for providing guidance and oversight for student clubs and organizations, including chaperoning field trips.

Business, Computer, Arts, & Sciences – Contact Number: 803-981-7059

Health & Human Services – 803-327-8023

Industrial & Engineering Technologies – 803-327-8019

Behavior Intervention Team Members (BIT) – Responsible for providing early intervention and support to students displaying varying levels of disruptive or distressed behaviors, as well as providing training and recommendations to faculty and staff. Contact Number: 803-327-8007 (BIT Chairperson)

➤ **CRIME LOG**

A daily crime log, maintained by the Office of Public Safety for the most recent 60-day period, is available for public inspection upon request, during normal business hours by contacting the Dean for Student Engagement's Office. The daily crime log includes the nature of the alleged crime, the date the incident was reported, the date and time the incident occurred, the general location of the incident, and the disposition of the complaint if known.

➤ **PROHIBITION OF WEAPONS**

State law prohibits the possession or use of any firearm, dangerous weapon, incendiary device, or explosive on campus unless such possession or use has been authorized by the College.

➤ **EMERGENCY RESPONSE AND EVACUATION PROCEDURES**

York Technical College is committed to supporting the safety and welfare of its students, faculty, staff, and visitors. All members of the college community are expected to take personal responsibility for following the guidelines and procedures of the College in the event of an emergency and for acting in accordance with instructions given by the Crisis Management Team (CMT) as approved by the President.

In the event of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students and employees, Public Safety has the authority to make an immediate notification to the campus community, and members of the Crisis Management Team (CMT) will convene to determine the appropriate course of action.

Crisis Management Team (CMT)

The CMT is responsible for:

- facilitating and coordinating the development, implementation, updates and communication of all specialized emergencies
- developing disaster and recovery plans related to particular functional areas of the College
- coordinating response mechanisms appropriate to certain events

The members of the CMT are:

1. College President
2. Executive Vice President for Academic and Student Affairs
3. Vice President for Business Services
4. College Chief of Public Safety
5. Vice President for College Advancement (Public Information Officer)
6. Director for Facilities Management
7. Assistant Vice President for Human Resources
8. Director for Information Services

9. Dean for Student Engagement

Definitions of Critical Incidents & Crisis Levels

Critical incidents are those situations that have the potential to cause injury or loss of life to faculty, staff, students or the public; cause major disruptions of regular activities, property or environmental damage or loss, or threaten the financial standing or public image of the College.

Crisis Levels

Critical incidents are classified according to severity and potential impact. The response is commensurate with the actual conditions. There are three levels of incidents:

Level One Incident

A Level One incident is a minor, localized incident that occurs in a building or specific area of college property or affects a small portion of the college community and that can be quickly resolved with existing college resources or limited outside help. A Level One incident has little or no impact on college operations except in the affected area.

Normally a Level One incident would not require activation of the CMT. The area affected should coordinate a response directly with the appropriate responders, such as College Public Safety, Facilities Operations, local Police Department, local Fire Department, and local Emergency Operations Center (EOC). In some cases it may be appropriate to utilize public information systems to provide information and/or to contact the Vice President for College Advancement with information about the incident.

Examples of Level One incidents: localized chemical spill, localized fire, or plumbing failure in a building.

Level Two Incident

A Level Two incident is a major emergency that disrupts sizeable portions of college property, the college community or college activities. Level Two incidents may require assistance from external organizations. These events may escalate quickly and have serious consequences for mission-critical functions and/or life-safety.

Upon verification of a Level Two incident, the Chief of Public Safety or his designee (ranking Public Safety Officer on duty) contacts the President or designee based on reporting structure (i.e., Executive Vice President for Academic and Student Affairs; Vice President for Business Services, etc.). The President may convene some or all of the members of the CMT to evaluate the extent of the incident, to coordinate essential services, and to provide emergency information. Other senior managers may be alerted, as appropriate, to determine activation of the full CMT.

Examples of Level Two incidents: building fire or other major structural damage, severe weather emergencies (tornados, flooding, etc.), major chemical spill, extensive utility outage, or an external emergency that may have an impact on college personnel or operations.

Level Three Incident

A Level Three incident is a disaster affecting the entire campus grounds and surrounding community. Regular college operations are suspended. The effects of the emergency are wide-ranging and complex. A timely resolution of disaster conditions requires college-wide cooperation and extensive coordination with external jurisdictions.

Upon verification of a Level Three incident, the Chief of Public Safety or his designee (ranking Public Safety Officer on duty) contacts the President or designee based on reporting structure (i.e., Executive Vice President for Academic and Student Affairs; Vice President for Business Services, etc.). The CMT shall advise the President on college matters and manage the appropriate response.

Examples of Level Three incidents: hurricane or tornado with major damage to the College, City/Municipality, and County infrastructure; major earthquake; fire that threatens an extensive area of the region; widespread nuclear, chemical or biological agent contamination; or major criminal event involving possible loss of life. Criminal events may include armed intruders, acts of violence, or hostage situations.

Procedure for Notification of the Campus Community (Timely Warning/Emergency Notification)

The CMT of York Technical College (YTC) will, without delay, and taking into account the safety of the community, determine the content of the notification, the appropriate segment(s) of the campus community to receive notification, and initiate the notification system, unless the notification will, in the professional judgment of reasonable authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

In addition to the above, the CMT will continue to evaluate the situation, guiding the actions of the college faculty and staff and have the college Strategic Communication and Marketing Office continue to update information on the YTC web page to allow the general population to remain informed of the situation.

The CMT will authorize the use of other College communications systems in order to transmit brief urgent messages to large segments of the college community typically utilizing one or several of the following methods:

- York Tech Alerts (Powered by *Regroup*)
- Mass e-mail message to the College community as a whole
- College home page and news web sites
- Radio, television and newspaper outlets
- College social media sites

Other methods may also be employed for notifying those within the College community including telephone calling lists, public announcement systems, cell phones, two-way radios, York Technical College Public Safety Officers, as well as other College personnel.

If a situation arises which poses an immediate threat to the health or safety of students and employees, emergency notifications will be sent through the College's messaging system called *York Tech Alerts* (powered by *Regroup*).

Off-Campus Centers

Warnings and emergency alerts at the Off-Campus Centers may be transmitted by local college personnel and/or security officers.

Procedure for Disseminating Emergency Information to the Community at Large

The President and Vice President for College Advancement serve as the official spokespersons for the College. All public information must be coordinated and disseminated by the Strategic Communication and Marketing Office staff with assistance from other college departments and personnel. Under certain circumstances, the previously named administrators may designate others as spokespersons.

During critical incidents, the CMT will direct the release of information regarding the situation and details of the response.

In the event that regular telecommunications on college property are not available, the SCM staff will coordinate media relations at a designated location. Information will be available at the designated location for the news media and, where possible, for faculty, staff, and students.

During Level 3 incidents, the CMT members, as well as municipal and County Public information Officers, as appropriate, will provide notification to faculty, staff and students, and the general public on progress toward resolution.

Emergency Response Testing Procedures

The College publicizes its emergency response and evacuation procedures in conjunction with at least one test per calendar year. A log of all drills is maintained in the Public Safety Office which provides the date, time and whether the drill was announced or unannounced. The test is typically performed during the break between Fall and Spring semesters. The alarm system is tested annually by an outside vendor to ensure it functions properly. These tests are documented and posted on the alarm panels in each building. Public safety officers train on the alarms and sound them for training purposes when the buildings are empty. A log of this training is maintained in the Public Safety Office.

Emergency Response Guidelines

In the event of hazardous weather or other natural emergencies, medical alerts, or campus closings or delays, employees should check their college e-mail or www.yorktech.edu for the most up-to-date information. Should employees **not** have access to e-mail, the web or other information, they should call the campus alert line 803-327-8000. Employees should not call the York Tech Public Safety Office for closing information, as this will tie up phone lines that may be needed for an emergency.

Criminal and Medical Emergencies

For any life threatening medical, emotional, personal or criminal emergency, please call 911 for assistance. Remember to dial 9-911 from a campus line. Then contact Public Safety at 327-8013.

Earthquakes

- If indoors, quickly seek refuge away from windows, shelves and heavy equipment, preferably in a doorway or under a desk or table.
- If outdoors, quickly move away from buildings, utility poles and other structures.
- If in a vehicle, stop in a safe place away from buildings, utility poles and other structures: stay in the vehicle.
- After the initial tremor, evaluate your situation and if you need emergency assistance, call Public Safety at 327-8013.
- Be prepared for aftershocks and protect yourself at all times.

Incident Weather

In the event of hazardous weather, faculty, staff, and students should check the College’s web site www.yorktech.edu for the most up-to-date information related to class and office schedules. Closing information will also be provided through the College’s Emergency Notification System: **York Tech Alerts** (*Sign-up or update your Regroup profile at <https://yorktech.regroup.com/signup>.*) Individuals who **do not** have access to e-mail, the web, or other electronic information should call the campus alert line at 327-8000. YTC will also notify, as quickly as possible, the following local media outlets regarding closings and delays:

Radio:	WRHI-AM (1340)	WRHM-FM (107)	WFAE-FM (90.7)
	WPEG-FM (98.0)	WRFX-FM (99.7)	STAR-FM (104.7)
	LINK-FM (107.9)		
Television	WCBL-TV (CN2)	WBTB (3)	WSOC-TV (9)
	NBC 6 (36)	FOX 18	

Bomb Threat

If a suspicious object is identified, it should not be disturbed. Clear the area and immediately call Public Safety at 327-8013. If a bomb threat is received by phone, the individual receiving the call should remain calm and attempt to obtain as much information as possible from the caller. Immediately report the information to Public Safety at 327-8013 and follow the instructions given by Public Safety. The Office of Public Safety, along with the College’s Crisis Management Team, will work with law enforcement to manage the incident and provide updates to the community as appropriate.

Tornado

A tornado watch means that tornadoes are possible.

A tornado warning means that a tornado has been sighted somewhere in the warning area. Usually the warning sirens will sound.

- If indoors, quickly seek shelter in the lowest level of the building, preferably in an interior hallway or room. If time does not permit, go to the safest area of the current room location, usually the inside wall, farthest away from doors and windows.
- Doors to rooms should be closed.
- Take shelter underneath a desk or other piece of heavy furniture if necessary.
- If outdoors, immediately seek shelter, if available. Otherwise, take cover in the nearest ditch or depression, away from power lines, buildings and trees. Do not remain in a vehicle or a non-permanent structure or attempt to outrun a tornado.

- After the tornado has passed, evaluate the situation and if emergency assistance is needed, call Public Safety at 327-8013.

Fire

In case of a fire:

Be aware of all marked exits from the area and building as well as the location of nearby fire extinguishers and/or building fire hoses.

1. Immediately sound a building alarm and/or alert others in the area.
2. Call Authorities at 911 providing the caller's name and the location of the fire. Then immediately contact Public Safety at 327-8013.
3. If the fire is small and one has been trained in the use of firefighting equipment, one may want to fight the fire with a fire extinguisher or building fire hose. Be sure to use the proper extinguisher for the type of fire and direct the extinguisher charge toward the base of the flame. Remember: **PASS** – Pull, Aim, Squeeze and Sweep.
4. If the fire is large, very smoky or rapidly spreading, evacuate the building immediately.
5. Close all doors upon leaving. However, do not lock the doors.
6. Smoke is the greatest danger in a fire. Stay near the floor where the air will be more breathable.
7. If unable to leave the area, follow these guidelines:
 - Keep the doors closed.
 - Seal cracks and vents if smoke comes in.
 - If there is no smoke outside, open the window from the top to let out heat and smoke and from the bottom to let in fresh air.
 - Hang an object out of the window to attract the fire department's attention.
 - If possible, call authorities (911) and Public Safety (327-8013) and report being trapped.

Nuclear Accident

York Technical College is within the 10-mile emergency planning zone (EPZ) for state and local government response to an accident at the Catawba Nuclear Station. A radiological accident could require the college to take protective measures such as in-place sheltering of personnel and students or closing and evacuation of the campus.

Alert and Notification: A nuclear accident siren will be a continuous three minute tone from the York County outdoor warning system. The three minute tone will cycle on and off for a total of fifteen minutes. Public Safety will notify college administration if special action is needed.

In-Place Sheltering: In the event that evacuation is not necessary or advised, in-place sheltering may be needed.

1. Stay indoors until there is an announcement that it is safe.
2. Close all windows and doors; turn off fans, air conditioners, heat pumps, and forced-air heat.
3. Go to a basement or a low level room without windows or outside doors.
4. Listen to a local radio or television for emergency alert system messages.

College Evacuation: Should an evacuation become necessary, the college will close; students, faculty, and staff will be asked to leave campus and return to their homes. When at home follow local

evacuation plans, as determined by the local area. If unable to return home, individuals may request assistance with the evacuation process. Please meet at the Student Center where temporary shelters will be assigned. **Before evacuating, please do the following:**

1. Turn off all appliances and faucets.
2. Lock all windows and doors.
3. Pack appropriately.

Individuals may return to the area when the “All Clear” signal has been given. Please listen to local radio or television stations.

Instructions for Assisting Disabled Students during an Evacuation

A primary and an alternate student should be appointed (at the first class meeting) to **be prepared to assist any disabled student** in the class during an emergency (fire, power failure, etc.). Disabled students should be consulted as to their desired method of evacuation (e.g., with or without the wheelchair). Additionally, instructors are encouraged to assign disabled students to seats nearest the door to expedite their evacuation.

➤ **SEXUAL MISCONDUCT PREVENTION & RESPONSE PROCEDURES**

York Technical College is committed to maintaining a safe campus community and, therefore, strictly prohibits sexual misconduct which includes domestic violence, dating violence, sexual assault, and stalking. The College’s Sexual Assault Prevention & Response Procedures comply with section 59-105-10 of the S.C. Campus Sexual Assault Information Act, section 59-106-10 of the S.C. Campus Sex Crimes Prevention Act, the Jeanne Clery Act as amended, the Campus Sexual Violence Elimination Act of 2013 and Title IX of the Education Amendments to the Civil Rights Act. The College’s Title IX Coordinator is Ms. Edwina Roseboro Barnes, Assistant Vice President of human Resources. For further information, clarification, or assistance on any Title IX related matter at the college, refer to: titleixcoordinator@yorktech.edu.

➤ **DEFINITION OF TERMS BASED ON SOUTH CAROLINA LAWS**

Sexual Assault

South Carolina Criminal Law does not define the term sexual assault as such. Instead, South Carolina has defined the term sexual battery. Sexual Battery is a crime when performed without consent of the victim, as discussed below.

In the discussion below, it is important to note that, unless living apart, a spouse cannot be charged with criminal sexual conduct when the alleged conduct occurred against the another spouse. However, the act may qualify as the crime of spousal sexual battery if aggravated force is used.

Sexual Battery Defined

Sexual battery means sexual intercourse, cunnilingus, fellatio, anal intercourse, or any intrusion, however slight, of any part of a person's body or of any object into the genital or anal openings of another person's body (except when such intrusion is accomplished for medically recognized treatment or diagnostic purposes).

Sexual battery can be a crime when performed without consent. Depending on the circumstances surrounding the non-consensual sexual battery, the crime may be classified as Criminal Sexual Conduct in the varying degrees discussed below.

First Degree Criminal Sexual Conduct

This crime occurs when a person commits sexual battery with the victim and any of the following circumstances exist:

1. The actor uses aggravated force to accomplish sexual battery.
2. The victim submits to sexual battery by the actor under circumstances where the victim is also the victim of forcible confinement, kidnapping, trafficking in persons, robbery, extortion, burglary, housebreaking, or any other similar offense or act.
3. The actor causes the victim, without the victim's consent, to become mentally incapacitated or physically helpless by administering, distributing, dispensing, delivering, or causing to be administered, distributed, dispensed, or delivered a controlled substance, a controlled substance analogue, or any intoxicating substance.

Second Degree Criminal Sexual Conduct

A person is guilty of criminal sexual conduct in the second degree if the actor uses aggravated coercion to accomplish sexual battery.

Third Degree Criminal Sexual Conduct

If sexual battery does not qualify as first or second degree Criminal Sexual Conduct, then the crime may be Criminal Sexual Conduct in the Third Degree. If sexual battery is accomplished by use of force or coercion or is performed when the actor knows or has reason to know that the victim is mentally defective, mentally incapacitated, or physically helpless, then nonconsensual sexual battery constitutes the crime of Third Degree Criminal Sexual Conduct.

Domestic Violence

Domestic violence can be defined as abuse committed by one family or household member against another family or household member. "Abuse" means:

1. physical harm, bodily injury, assault, or the threat of physical harm;
2. sexual criminal offenses, as otherwise defined by statute, committed against a family or household member by a family or household member.

Criminal Domestic Violence

It is a crime to cause physical harm or injury to a person's own household member; or to offer or attempt to cause physical harm or injury to a person's own household member with apparent present ability under circumstances reasonably creating fear of imminent peril.

The term household member means:

1. a spouse;
2. a former spouse;
3. persons who have a child in common; or
4. a male and female who are cohabiting or formerly have cohabited.

Dating Violence

The term dating violence is not defined under the laws of South Carolina. However, according to the South Carolina Department of Health and Environmental Control, Dating violence is the performance or threat of an act of violence by at least one member of an unmarried couple on the other member within the context of dating. This may include any form of sexual assault, physical violence, and verbal or emotional abuse.

Stalking

Stalking means a pattern of words, whether verbal, written, or electronic, or a pattern of conduct that serves no legitimate purpose and is intended to cause and does cause a targeted person and would cause a reasonable person in the targeted person's position to fear:

1. death of the person or a member of his family;
2. assault upon the person or a member of his family;
3. bodily injury to the person or a member of his family;
4. criminal sexual contact on the person or a member of his family;
5. kidnapping of the person or a member of his family; or
6. damage to the property of the person or a member of his family.

Consent Related to Sexual Activity

Per SC Law, consent, in reference to sexual assault, means that an act of sexual contact is in accordance with the will of the other person. Sexual contact that is contrary to the manifest will of the other party is without consent.

To clarify further, consent is defined as positive, unambiguous, and voluntary agreement to engage in specific sexual activity throughout a sexual encounter. Consent cannot be inferred from the absence of a "no"; a clear "yes," verbal or otherwise, is necessary. Consent to some sexual acts does not imply consent to others, nor does past consent to a given act imply present or future consent. Consent must be ongoing throughout a sexual encounter and can be revoked at any time. Consent cannot be obtained by threat, coercion, or force. Agreement under such circumstances does not constitute consent. Consent cannot be obtained from someone who is asleep or otherwise mentally or physically incapacitated, whether due to alcohol, drugs, or some other condition. A person is mentally or

physically incapacitated when that person lacks the ability to make or act on considered decisions to engage in sexual activity. Engaging in sexual activity with a person whom you know -- or reasonably should know -- to be incapacitated constitutes sexual misconduct. Consent can only be accurately gauged through direct communication about the decision to engage in sexual activity. Presumptions based upon contextual factors (such as clothing, alcohol consumption, or the way someone dances) are unwarranted, and should not be considered as evidence for consent.

➤ **SAFETY & PREVENTION MEASURES**

York Technical College is concerned with the safety of students and employees. To keep the campus and off-campus centers safe, being aware of the surroundings is important, especially at night. Below are some important and easy to follow measures that everyone can practice.

- Contact the Public Safety Office (803-327-8013) to request an escort if you sense any danger. It is advisable to have this number programmed into your cell phone for quick access.
- If you do not have a cell phone, be aware of telephone locations in case of an emergency.
- Avoid being in classrooms or office buildings alone. If you must be there, notify a Public Safety Officer of where you are and how long you will be there. Stay near a telephone, if possible.
- Report any suspicious person or activity to a Public Safety Officer, whatever the time, day, or night.
- Vary your routine. Do not walk the same route day-after-day.
- When walking, be alert. Listen for footsteps and voices to be sure no one is following you.
- Avoid unlit areas. Whenever possible, walk and park in well-lit public areas.
- Always lock the doors in your car, room, apartment, or house. Keep the car doors locked even when you are driving.
- When walking to your car, have your car keys in your hand before leaving the building.

➤ **BYSTANDER INTERVENTION STRATEGIES AND SAFETY TIPS**

- Keep your distance if stepping in seems unsafe.
- Keep sight of the attacker and point the attacker out to authorities.
- Contact authorities by phone or through Facebook, Twitter, text messages, or email.
- Contact the authorities anonymously, if necessary.
- Be on standby for a scared friend and respond immediately to a call or code signal.
- Call the police and bring back-up help.
- Never assume that harassment or sexual violence will just end on its own. Taking action early to get help reduces the chance it will continue.
- Don't encourage hostile or violent comments about other students.
- Do not share information about an acquaintance's schedule or whereabouts with a stranger.
- If someone appears to be getting verbally abused or pushed around, ask "Are you okay?" and intervene or get help if needed.
- If you see someone being attacked, followed, or in distress, report it to campus security or the police. And, if you feel it is safe to do so, intervene by offering your support or objecting to the action.

- Watch for signs that a relationship could become violent. Individuals who show extreme jealousy, controlling behavior, quick anger and unpredictable mood swings may be more likely to become violent in a relationship.

➤ **TIPS FOR PREVENTING SEXUAL VIOLENCE AND DATE RAPE**

- Offer help to someone who is a target or at risk of sexual violence.
- Call the police if you see a sexual assault or hear a confession of rape.
- If someone jokes about rape, speak up to let them know it is not acceptable.
- Don't leave someone alone if they are unconscious, drunk, or high on drugs.
- Never allow people you don't know and trust into your living quarters. Sixty percent of all campus sexual assaults take place in the victim's living quarters.
- Don't send provocative pictures of yourself to anyone including a boyfriend or girlfriend--once you hit send, you can't control where the pictures will be forwarded in the future or how they will be used.
- Don't let anyone engage in sexual activity with someone who is unconscious, drunk, or high on drugs.
- Check in with your friends during parties. Do not leave them alone and plan to leave with them.
- Pick a designated driver and an observer who will stay sober at parties.

➤ **WARNING SIGNS OF ABUSIVE BEHAVIOR FROM PARTNER & RISK REDUCTION MEASURES**

Intimate partner violence is serious, and if your partner harms you, you should consider all available options to protect yourself, including legal action. Individuals stalked by a partner are more likely to face physical or sexual violence from that partner. It is generally best to end all contact with someone who has stalked you.

- Repeated harassment or threats that cause you to feel fearful.
- Unwanted calls, emails, text messages, and instant messages
- Insisting to know your whereabouts at all times and who you are with
- Possessive behavior which includes demands that you stop spending time with others
- Attempts to control or exert power over your actions
- Pattern of physical, sexual, psychological, or emotional actions or threats of those actions
- Any actions that are meant to isolate you from friends and family
- Actions which humiliate or harm you physically or emotionally
- Threats to hurt you or themselves if you leave
- Other manipulative behavior

➤ **REPORTING A SEXUAL MISCONDUCT OFFENSE**

If a student has been a victim of sexual assault, domestic violence, dating violence, or stalking it is the student's option to notify the appropriate law enforcement authorities including on-campus authorities and local police. At the student's request the Dean of Student Engagement, Campus Safety officers, the Director of Human Resources or a Counseling and Support Services Staff member will assist in notifying the proper authorities.

If a student is sexually assaulted at York Technical College (including off-campus centers or college-sponsored events), he/she should:

- If on campus, call York Technical College's Public Safety Office immediately at 803-327-8013 to report the incident.
- If off campus, call the local emergency medical service immediately by dialing "911." (This does not obligate you to file charges or to testify in court.)
- If you prefer not to call the police, but you want to report the sexual assault to the College, you should contact the Dean for Student Engagement at 803-327-8047, the Assistant Vice President for Human Resources at 803-981-7162, the Executive Vice President for Academic & Student Affairs at 803-327-8014, or a Counselor in the Counseling & Support Services Department of Student Services at 803-327-8007. These individuals will assist you in notifying the above authorities upon request.
- If you do not wish to report the incident to the college but want to talk to someone in confidence you may contact the Director of Counseling and Support Services at 803-327-8007 for assistance.

➤ **PUBLIC SAFETY OFFICE PROCEDURES**

When a student notifies the York Technical College Public Safety Office of a sexual assault or other sexual misconduct offense, the following will occur:

- Public Safety will respond to the location on campus, ensure that the student is safe, and provide the student with emergency medical assistance.
- Public Safety will protect the crime scene, contact the local law enforcement agency, if necessary, and assist in the preservation of evidence.
- If the student requests to speak to a male or female officer, the law enforcement agency will make every reasonable effort to accommodate the request.
- A Student Services representative may report to the scene to assist as needed. A friend or family member will be called upon request.
- Public Safety will make arrangements for appropriate transportation to a medical facility, if desired.
- Public Safety or a Student Services representative will contact other assistance agencies on the student's behalf, upon request, such as the Victim/Witness Assistance Program, 1675-1B York Highway, York, SC, 29745; Phone (803) 628-3023.
- The case will be treated with sensitivity, understanding, and professionalism regardless of gender or the gender of the accused, and names will not be released to the public or the press.

When a student or employee notifies the Public Safety Office that they have an order of protection, the Public Safety Office obtains a copy of the order to determine what the limitations are and then places all active protection orders into a file for the officers to view for enforcement of the order on campus. If the Public Safety Office receives a report that someone has violated that order, the Public Safety Office contacts the local police and provides them a copy when they arrive.

➤ **DEAN FOR STUDENT ENGAGEMENT OFFICE PROCEDURES**

When a student notifies the Dean for Student Engagement's Office of a sexual assault or other sexual misconduct offense, the following will occur:

- Upon learning of the incident, regardless of whether the victim chooses to report the incident to law enforcement, the Dean for Student Engagement or a trained designee will notify the Title IX Coordinator and take immediate action to investigate and determine what happened.
- Such action may include but is not limited to speaking to the alleged victim, the alleged perpetrator and other potential witnesses as appropriate and also reviewing other evidence if available.
- The standard of evidence to be used is preponderance of evidence. This means that the incident is more likely than not to have happened or at least 51% certain.
- The Human Resources Director, who is the College's Title IX Coordinator, will investigate all allegations involving college employees.
- The Dean for Student Engagement (or designee) will assist the alleged victim in securing the appropriate services for the situation, upon request. Types of assistance may include changes to the student's academic schedule, work schedule, transportation, and living arrangements, in addition to assistance in referring students to appropriate legal services.

When a student reports a sexual assault to the Dean for Student Engagement, the Dean is required by law to inform the York Technical College Public Safety Office for statistical reporting purposes. However, reporting this crime to the Public Safety Office in no way obligates the student to press charges or testify in court. Even if the student does not want to press charges, the College strongly encourages the student to contact the local law enforcement agency for immediate assistance.

➤ **PRESERVATION OF THE EVIDENCE**

It is very important to preserve evidence for the proof of a criminal domestic violence, dating violence, sexual assault, or stalking, or for obtaining a protection order. Following the guidelines below will assist in ensuring that the evidence is preserved.

- Call "911" and request medical transportation.
- Memorize as much detail as possible about the assailant.
- Preserve the evidence by not bathing, changing clothes, eating, or drinking.
- Do not disturb the crime scene(s).
- If a student is sexually assaulted, he or she is 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.

➤ **DISCIPLINARY PROCEDURES**

Detailed rules for disciplinary procedures, timelines, and sanctions are published in the College's *Student Codes & Grievance Procedure* which can be found at the locations listed below. These procedures provide prompt, fair, and impartial investigation and resolution and are conducted by officials who receive annual training on issues related to domestic violence, dating violence, sexual assault, and stalking, as well as, how to conduct hearings that protect victim safety and promotes accountability.

Student Code (Student Rights, Responsibilities, & Procedures for Academic & Student Misconduct):

http://www.yorktech.edu/uploadedFiles/Pages/Campus_Life/_content/Student%20Code.pdf

Student Code for Addressing Sexual Violence & Sexual Harassment:

http://www.yorktech.edu/uploadedFiles/Pages/Campus_Life/_content/Student%20Code%20for%20Addressing%20Sexual%20Violence%20and%20Sexual%20Harassment.pdf

Student Grievance Procedure (Used if alleged harasser or violator is an employee or third party.)

http://www.yorktech.edu/uploadedFiles/Pages/Campus_Life/_content/Student%20Grievance%20Procedure.pdf

➤ **CONFIDENTIALITY OF DISCIPLINARY RECORDS**

Disciplinary referrals to the Dean for Student Engagement's Office may result in the creation of student disciplinary records. Such records are considered educational records and are therefore confidential. While the College is committed to protecting the student's privacy to the greatest extent, confidential records can be released without the student's permission under provisions outlined in state and federal laws, including [*The Family Educational Rights and Privacy Act \(FERPA\)*](#) (20 U.S.C. § 1232g; 34 CFR Part 99). FERPA is a federal law that pertains to the release of and access to student educational records. On the rare occasion when information from a student's disciplinary record is released without consent, the College will notify the student accordingly, unless prohibited by law from doing so.

Disciplinary records are kept by and in the Dean for Student Engagement's Office, and are separate from all other educational records, including academic transcripts. The length of time a disciplinary record is maintained depends on the level of sanction issued, and/or the incidence of any additional violations while the initial record is currently on file. Additional violation(s) may result in file(s) being maintained for an extended period of time.

➤ **RIGHTS OF THE ACCUSED AND THE ACCUSER**

- The accuser and the accused have the right to be informed of the disciplinary procedures which will be followed in addressing a report of sexual misconduct.
- The accuser and the accused have the right to attend and testify at a hearing, if scheduled, and are entitled to have others present during a disciplinary proceeding, as well as have an advisor or legal counsel present during the hearing proceedings.
- The Dean for Student Engagement will make special accommodations for the accuser to testify if he or she does not want to face the accused.
- All hearings are closed to the public and are confidential.
- The accuser and the accused will be informed of the institution's final determination with respect to the alleged sex offense and any sanction that is imposed against the accused.
- In the event the accused student appeals the decision, the Dean for Student Engagement will notify the alleged victim of the status of the appeal.

The accuser may request changes in his/her academic schedule by making a request to the Dean for Student Engagement or the Title IX Coordinator. The College will accommodate such changes if reasonably possible.

➤ **EDUCATIONAL PROGRAMS AND SERVICES**

The College actively promotes campus safety by providing educational programs to promote the prevention and awareness of sexual violence including rape, acquaintance rape, domestic violence, dating violence, stalking, and other safety-related issues for college students. Events are usually scheduled in conjunction with the annual Health Fair, and periodic workshops are advertised in the *Student News*, Digital Signage, and under Updates in the Desire–2-Learn course management system.

York Technical College provides all incoming freshmen information directing them to important safety information and notifies them of the upcoming online interactive training which is provided during their first semester as a means to strengthen measures to prevent sexual violence on college campuses.

Students are notified of this training via e-mail communication and are expected to complete the training within 30 days of notification. Students who do not complete the training receive reminder emails on a scheduled basis.

➤ **COUNSELING AND SUPPORT SERVICES**

Local Resources

The College provides counseling services in the Counseling & Support Services Department located in the Student Services Building J. Counselors also make referrals to appropriate community agencies when necessary. Individuals may obtain direct services related to sexual assault and domestic violence by contacting:

Safe Passage (York & Union County)
P.O. Box 11458
Rock Hill, SC 29731
24-Hour Crisis Hotline – (803) 327-7558
Toll-Free 1-800-659-0977

Palmetto Citizens Against Sexual Assault (Chester & Lancaster Counties)
Chester: 177 Columbia St. Lancaster: 106 N. York St.
Chester, SC 29706 Lancaster, SC 29720-2063
(803)581-8313 (803)286-5232 Hotline: 1-888-790-8532

National Resources

Office on Violence Against Women: Established by the Violence Against Women Act, the Office on Violence Against Women is designed to reduce violence against women and strengthen resources for all survivors of sexual assault, domestic violence, dating violence and stalking. <http://www.justice.gov/ovw>

National Domestic Violence Hotline: Established by the Violence Against Women Act, the National Domestic Violence Hotline provides twenty-four hour support for people facing domestic violence. <http://www.thehotline.org/>

Stalking Resource Center: Part of the National Center for Victims of Crime, the Stalking Resource Center provides assistance and guidance for those impacted by stalking. <http://www.victimsofcrime.org/our-programs/stalking-resource-center>

NotAlone.gov: This government-sponsored Website contains resources on responding to and preventing sexual assault in schools. <https://www.notalone.gov/>

Rape, Abuse and Incest National Network (RAINN): This nonprofit organization has a twenty-four-hour hotline for anonymous support for people dealing with sexual assault and their friends and families. <https://rainn.org/get-help/national-sexual-assault-online-hotline>

The National Suicide Prevention Hotline: This nonprofit organization has a twenty-four-hour, toll-free confidential suicide prevention hotline. <http://www.suicidepreventionlifeline.org/>

GirlsHealth.gov: This government-sponsored Website contains information regarding rape and sexual assault. <http://www.girlshealth.gov/safety/saferrelationships/daterape.html>

Love Is Respect: The Love Is Respect Website offers information on how to recognize dating violence and seek help. <http://www.loveisrespect.org/is-this-abuse/>

➤ **SEX OFFENDERS REGISTRY**

The Campus Crimes Prevention Act (Public Law 106-386) requires tracking of convicted sex offenders enrolled at or employed by institutions of higher education. The Sex Offender Registry is available to the public at <http://www.sled.state.sc.us>

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➤ **REPORTED INCIDENTS FOR YORK TECHNICAL COLLEGE**

York Technical College’s Annual Security Report is published in its entirety on the College’s website at http://www.yorktech.edu/Campus-Life/_documents/Annual-Security-Report/. This report includes statistics for the previous three years on crimes reported to local police agencies or to the York Technical College Department of Public Safety that occurred on campus; in certain off campus buildings or property owned or controlled by York Technical College; and on public property within, or immediately adjacent to and accessible from the campus.

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Main Campus - 452 South Anderson Road, Rock Hill, SC 29730

The following statistics show the total criminal offenses, hate crimes and arrests/referrals for campus disciplinary action that occurred on the college's campus, non-campus buildings & property and public property.

Criminal Offenses	2014	2014	2014	2015	2015	2015	2016	2016	2016
	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Forcible Sex Offense	0	0	0	0	0	0	0	0	0
Non-Forcible Sex Offense									
<i>Incest</i>	0	0	0	0	0	0	0	0	0
<i>Statutory Rape</i>	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	2*	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	1	0	0
Arson	0	0	0	0	0	0	0	0	0
Totals	0	2	0	0	0	0	1	0	0

*The 2014 Non-Campus Building Burglaries noted occurred at the Heavy Equipment Operator Training Facility, SC Dot Rd/State Rd 783, Chester, SC 29706. Scroll down for a list of all Non-Campus Buildings.

Main Campus (Cont.)

Hate Crimes	2014	2014	2014	2015	2015	2015	2016	2016	2016
	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Forcible Sex Offense	0	0	0	0	0	0	0	0	0
Non-Forcible Sex Offense									
<i>Incest</i>	0	0	0	0	0	0	0	0	0
<i>Statutory Rape</i>	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction, Damage, Or Vandalism of Property	0	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0	0

Should a hate crime be reported, it will be identified by hate crime category using the following legend:

Hate Crime Legend: (D) Disability (E) Ethnicity (Ra) Race (Re) Religion (S) Sexual Orientation (G) Gender (N) National Origin (GI) Gender Identity

Main Campus (Cont.)									
Arrests/Persons Referred for Campus Disciplinary Action									
	2014	2014	2014	2015	2015	2015	2016	2016	2016
	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property
Arrests									
Weapons: carrying, possessing, etc	0	0	0	0	0	0	0	0	0
Drug Abuse Violations:	2	0	0	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0	0	0	0
Disciplinary Actions									
Weapons: carrying, possessing, etc	0	0	0	0	0	0	2	0	0
Drug Abuse Violations:	0	0	0	0	0	0	0	0	0
Liquor law violations	1	0	0	0	0	0	0	0	0
Totals	3	0	0	0	0	0	2	0	0

Main Campus (Cont.)									
The following statistics show the total incidents of Sexual Violence Related crimes as per the Violence Against Women Act (VAWA)									
	2014	2014	2014	2015	2015	2015	2016	2016	2016
VAWA Offenses	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property
Sexual Assault	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	1	0	0	0	0	0
Dating Violence	1	0	0	0	0	0	0	0	0
Stalking	1	0	0	3	0	0	0	0	0
Totals	2	0	0	4	0	0	0	0	0

Non-Campus Buildings include the following property locations:

1. Wilson Street Center - 390 & 394 Wilson Street, Rock Hill, SC 29730
 2. Waterford - 1815 Club House Road, Rock Hill, SC 29730
 3. Hive - 157 E. Main Street, Rock Hill, SC 29730
 4. Heavy Equipment Operator Training Facility - SC Dot Rd/State Rd 783, Chester, SC 29706
 5. WALs (Workforce & Learning Services) - 127 Saluda Street, Chester, SC 29706
 6. *Kershaw Heath Springs Center - 3855 Fork Hill RD, Kershaw, SC 29607
- *As of 2016, Kershaw Heath Springs Center is no longer in use by the college

Chester Center - 525 College Place, Chester, SC 29706									
The following statistics show the total criminal offenses, hate crimes and arrests/referrals for campus disciplinary action that occurred on the college's campus, non-campus buildings & property and public property.									
	2014	2014	2014	2015	2015	2015	2016	2016	2016
Criminal Offenses	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Forcible Sex Offense	0	0	0	0	0	0	0	0	0
Non-Forcible Sex Offense									
<i>Incest</i>	0	0	0	0	0	0	0	0	0
<i>Statutory Rape</i>	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0	0

Chester Center (cont.)									
	2014	2014	2014	2015	2015	2015	2016	2016	2016
Hate Crimes	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Forcible Sex Offense	0	0	0	0	0	0	0	0	0
Non-Forcible Sex Offense									
<i>Incest</i>	0	0	0	0	0	0	0	0	0
<i>Statutory Rape</i>	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Agravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction, Damage, Or Vandalism of Property	0	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0	0

Should a hate crime be reported, it will be identified by hate crime category using the following legend:

Hate Crime Legend: (D) Disability (E) Ethnicity (Ra) Race (Re) Religion (S) Sexual Orientation (G) Gender (N) National Origin (GI) Gender Identity

Chester Center (cont.)									
Arrests/Persons Referred for Campus Disciplinary Action									
	2014	2014	2014	2015	2015	2015	2016	2016	2016
	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property
Arrests									
Weapons: carrying, possessing, etc	0	0	0	0	0	0	0	0	0
Drug Abuse Violations:	0	0	0	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0	0	0	0
Disciplinary Actions									
Weapons: carrying, possessing, etc	0	0	0	0	0	0	1	0	0
Drug Abuse Violations:	0	0	0	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	1	0	0

Chester Center (cont.)									
The following statistics show the total incidents of Sexual Violence Related crimes as per the Violence Against Women Act (VAWA)									
	2014	2014	2014	2015	2015	2015	2016	2016	2016
VAWA Offenses	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property
Sexual Assault	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0	0

Indian Land Center - 1245 Rosemont Drive, Indian Land, SC 29707

The following statistics show the total criminal offenses, hate crimes and arrests/referrals for campus disciplinary action that occurred on the college's campus, non-campus buildings & property and public property. This location opened in 2014.

Criminal Offenses	2014	2014	2014	2015	2015	2015	2016	2016	2016
	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Forcible Sex Offense	0	0	0	0	0	0	0	0	0
Non-Forcible Sex Offense									
<i>Incest</i>	0	0	0	0	0	0	0	0	0
<i>Statutory Rape</i>	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0	0

Indian Land Center (cont.)									
Hate Crimes	2014	2014	2014	2015	2015	2015	2016	2016	2016
	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Forcible Sex Offense	0	0	0	0	0	0	0	0	0
Non-Forcible Sex Offense									
<i>Incest</i>	0	0	0	0	0	0	0	0	0
<i>Statutory Rape</i>	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction, Damage, Or Vandalism of Property	0	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0	0

Should a hate crime be reported, it will be identified by hate crime category using the following legend:

Hate Crime Legend: (D) Disability (E) Ethnicity (Ra) Race (Re) Religion (S) Sexual Orientation (G) Gender (N) National Origin (GI) Gender Identity

Indian Land Center (cont.)									
Arrests/Persons Referred for Campus Disciplinary Action									
	2014	2014	2014	2015	2015	2015	2016	2016	2016
	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property
Arrests									
Weapons: carrying, possessing, etc	0	0	0	0	0	0	0	0	0
Drug Abuse Violations:	0	0	0	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0	0	0	0
Disciplinary Actions									
Weapons: carrying, possessing, etc	0	0	0	0	0	0	0	0	0
Drug Abuse Violations:	0	0	0	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0	0

Indian Land Center (cont.)									
The following statistics show the total incidents of Sexual Violence Related crimes as per the Violence Against Women Act (VAWA)									
	2014	2014	2014	2015	2015	2015	2016	2016	2016
VAWA Offenses	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property	On Campus	Non-campus buildings and property	Public Property
Sexual Assault	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0	0