PUBLIC SAFETY

CAMPUS DISTURBANCES

State law prohibits the disruption of or interference with the administration, function or activities of an educational institution. In addition, the law prohibits individuals from encouraging students to disrupt the educational process or to interfere with the attendance of any student or employee.

Individuals who violate this law will be charged with a second-degree misdemeanor and, upon conviction, be fined up to $500, imprisoned for up to 60 days, or both. In addition, students who violate this law will be subject to College disciplinary procedures.

EMERGENCY CALL STATIONS

Throughout the HCC District, tall blue columns have sprouted up throughout the college's parking lots. This is Hillsborough Community College's newest safety initiative, the installation of 81 emergency call stations.

These emergency, state-of-the-art devices have been used with great success throughout the nation to provide emergency assistance through deterrence and quick response. HCC's call stations will connect the user to the College's Department of Public Safety or Tampa Police (Ybor Parking Garage) in the event the user is in need of emergency services. Each station has a light on top which is illuminated at all times. Once a station is activated through a call being placed, Public Safety Dispatch is immediately notified and an officer will respond without delay.

HCC will have the ability to install additional security features such as: video surveillance and mass communication loud speakers.

EMERGENCY PROCEDURES

HCC personnel are familiar with the use of fire alarms, procedures for notifying fire departments, exit from College buildings, locations of fire extinguishers and other procedures for ensuring safety during emergencies. Instructors should brief students on emergency procedures, routes of evacuation, location of assembly points, and location of emergency rescue areas at the beginning of the term.

Emergency Rescue Areas*

Emergency Rescue areas have been designated and marked with red and white signs on floors above ground level to be used when escape routes are blocked or when a disabled person(s) cannot be evacuated safely. Emergency response personnel will be notified to check “Emergency Rescue” areas when they arrive on the scene.
*Note:* An Emergency Rescue area should only be used when evacuation by any other means is not possible. If at all possible, tell another person to notify security of where you are located. When in a rescue area, keep communication to others by voice or other signals such as waving an item of clothing until you are sure that you are being helped.

**Evacuation of Disabled Persons**

Instructors shall recruit volunteers to assist students who use wheelchairs or other restrictive devices, or who have disabilities that seriously restrict mobility. If voluntary assistance cannot be provided for a particular student, then that student should notify the Public Safety Office, and the Campus Dean of Student Services. As a secondary means, emergency evacuation chairs (Evacu-Chairs) are located at the top of stair landings in most buildings with two or more floors. The chairs are to be used by trained personnel as a safe means of evacuating disabled persons.

**In an emergency situation, you should:**

- evacuate the classroom and building in a prompt and orderly manner;
- take all personal belongings and valuables with you;
- remain at student’s designated assembly point and at least 300 feet away from the scene of the emergency (in the event of a bomb threat, the assembly point should be at least 500 feet away);
- do not use elevators;
- follow the instructions of public safety personnel, instructors, supervisors and the building Emergency Marshall;
- do not return to the building until the “all clear” is given by authorized persons.

**PUBLIC SAFETY SERVICES**

The HCC Office of Public Safety is available to assist all students and employees. The Public Safety Office patrols college property to detect and deter criminal activity; provide protection to those on campus; provide security for college property; and detect and document hazardous, unusual and suspicious behavior and conditions.

The Public Safety Office provides information and assistance on a 24-hour basis. The department utilizes uniformed patrol officers with marked vehicles and officers on foot patrol to observe and detect criminal behavior and suspicious activities, enforce traffic and parking regulations, and assist students and employees.

Students, employees, and members of the community are required to obey all local, state and federal laws, statutes and ordinances. In addition, members of the college community must observe all HCC administrative rules and procedures. The Public Safety Office is responsible for monitoring compliance with these laws and many of the College’s rules and procedures.
Responsible students or employees should
• inform the Public Safety Office about suspicious conduct, criminal activities and hazardous situations;
• refrain from leaving doors and windows open when rooms are vacant;
• walk to cars and classes in groups or with a companion;
• walk in well-lighted areas at night, even when in a group;
• stay alert and use your intuition; (If students feel they are being followed, they should change direction and walk toward a group of people or to a secure area.)
• watch their belongings;
• avoid strangers that appear suspicious or out of place; and
• freely contact the Public Safety Office to ask for assistance.

Students who notice situations that represent potential or real safety or security problems should notify the local campus Public Safety Office:
• 253-7911    • 220-7032 (after hours)

Upon request, the College will make available to future students its policies, procedures, statistics and other information about campus safety and security. The HCC Safety Handbook is available on the HCC website at: http://www.hccfl.edu/ssem/safety-handbook.aspx

THREATS OF VIOLENCE

Threats by HCC students, staff or visitors to do bodily harm, damage property or disrupt the operation of the college are inimical with the goals of the College and will not be tolerated. Students or employees who make such threats, whether verbal or written, expressed or implied, will be disciplined according to the appropriate administrative procedures.

TRAFFIC AND PARKING REGULATIONS

Traffic and parking regulations apply to two and three-wheel motorized vehicles as well as to cars and trucks and are vigorously enforced.

HCC campuses use standard traffic signs and regulations. All members of the college community and guests operating vehicles must comply with them. Moreover, everyone operating a vehicle on a HCC campus must comply with lawful orders and directions given by HCC Public Safety Officers and HCC employees authorized to direct, control or regulate traffic.

Unless otherwise posted, the campus speed limit is 15 MPH. U-turns are prohibited at all times. Any driver leaving a vehicle on campus overnight must notify the Office of Public Safety.

Only motorized and non-motorized vehicles used by the disabled are permitted on
campus sidewalks. Students who need permits to park in spaces reserved for the disabled must obtain those permits from the appropriate state agency.

Faculty, staff, reserved and other restricted parking areas are clearly marked. Students are allowed to park only in those lots and spaces designated for student parking.

Vehicles found in violation of the following regulations may be removed at the owners expense:

- parking in restricted areas such as those reserved for faculty and staff;
- parking in a disabled student space without a Florida Permit (this may also result in a substantial fine);
- obstructing vehicular or pedestrian traffic;
- receiving a third HCC Parking Citation within one year;
- parking motorcycles, bicycles and scooters off the designated areas or special racks;
- parking in fire lanes, or in red or yellow curb zones;
- leaving a vehicle on campus overnight without contacting the campus Public Safety Office and gaining authorization; and
- parking in any one of the following areas:
  - within 10 feet of a fire hydrant
  - in a loading zone
  - in a driveway in a designated tow-away zone
  - on a sidewalk
  - on the grass
  - out of a marked parking space
  - obstructing a legally parked vehicle

Drivers of vehicles involved in accidents resulting in injury, death, or damage to the property of others must immediately stop, notify the appropriate law enforcement agency, report the accident and any injuries to the Office of Public Safety, and remain with the vehicle until an officer or designee arrives.

Anyone on a campus found driving under the influence of alcohol or drugs will be subject to both College disciplinary procedures and state statutes and local ordinances. Public Safety Office will contact the appropriate law enforcement authorities when such violations are discovered.