

ADMINISTRATIVE RULES

Title: CRIME AWARENESS AND SECURITY	Identification:	6HX-10-6.13
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	Effective Date:	12/06/17
Authority: FS 1001.64; 1001.65; Title II of Pub. L. 101-542, as amended	Signature/Approval:	Dr. Ken Atwater

PURPOSE

This rule establishes College policy regarding crime awareness and security at Hillsborough Community College (HCC).

RULE

Hillsborough Community College provides students, personnel and applicants with information on security practices and procedures, to better inform individuals on campus security and crime awareness.

The Office of Public Safety provides information and assistance on crime prevention and security through active initiatives designed to educate College personnel and students.

In the event of an emergency or commission of a crime on or near College property, students and personnel are directed to contact the appropriate law enforcement agency or 911 and then contact the Office of Public Safety at a campus or at the District Administrative Offices. The HCC Public Safety Department does not have the authority to arrest anyone involved in illegal acts on campus and adjacent areas. Criminal incidents are referred to the local law enforcement agencies who have jurisdiction on the campus/district. If minor offenses involving HCC rules and regulations are committed by HCC students or employees, the Public Safety Officer may refer the individual to the campus Dean of Student Services or Human Resources, as appropriate, for disciplinary action.

All crime witnesses and victims are strongly encouraged to immediately report any crime to the campus/district Public Safety Office and the appropriate local law enforcement agency. Prompt reporting will assure timely warning notices on-campus. All reports will be investigated. When a potentially dangerous threat to the HCC community arises, timely reports or warnings will be issued through the Hawk Alert System, or other appropriate means.

The Office of Public Safety is authorized to enforce College rules and procedures. All matters involving a potential or actual violation of local, state or federal ordinances, statutes and laws will be referred to the appropriate law enforcement agency for handling.

During business hours, all College facilities will be open to students, employees, guests and invitees. All College facilities will be locked during non-operational hours. Access to College facilities during non-operational hours will be limited to personnel with authorization from their immediate administrative supervisor and coordination with the Office of Public Safety. Some facilities may have individual schedules, which may vary at different times of the year. In these cases, the facilities will be secured according to schedules developed by the department responsible for the facility. An emergency may necessitate changes or alterations to any posted schedule.

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College staff will adhere to all local, state and federal laws and ordinances regarding illegal drugs which includes but is not limited to the use and possession of illegal drugs and the prevention of underage drinking by minors. Campus Public Safety works closely with local, state and federal law enforcement agencies.

The Office of Public Safety will ensure compliance with the annual Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (also known as the Clery Act). The Office of Public Safety will make this information available to students, personnel, and applicants the annual Clery Act report will also be available on the HCC website and provided annually to students and employees. Information concerning crime awareness and security will also be included annually in the Hillsborough Community College Catalog.

Crime prevention programs on personal safety and sexual assault prevention programs are offered throughout the year. All students and staff are encouraged to be aware of their responsibility for their own security and the security of others.

History: Adopted: 9/17/91; Revised: 9/17/91; 8/30/06; Formerly: 6HX-10-4.104