

ADMINISTRATIVE PROCEDURES

Title: SEXUAL ASSAULT AND OTHER VIOLENT CRIMES	Identification: 2.04
	Page: 1 of 2
	Effective Date: 6/11/13
Authority: SBE 6A-14.0261 F.S. 1001.64; 1001.65	Signature/Approval: Dr. Ken Atwater

PURPOSE

This procedure establishes guidelines regarding sexual assault and other violent crimes.

PROCEDURE

Sexual assault and any attempt to commit sexual assault are serious criminal offenses that will not be tolerated by Hillsborough Community College. The term "sexual assault," although not a specific criminal offense in violation of the Florida Criminal Code, is commonly used to include criminal offenses such as sexual battery, sexual abuse, sexual misconduct, severe types of sexual harassment and other offenses of this nature, including instances of assault and battery. Hillsborough Community College maintains a separate administrative rule and procedure on sexual harassment. In the event a determination is made that the incident involved only sexual harassment allegations, the incident will immediately be referred to the Office of Equity and Special Projects in accordance with the appropriate administrative rule and procedure on sexual harassment.

A sexual assault incident or attempted sexual assault either on College property, on adjacent property, or at a College-sponsored or related event, will be immediately reported to a local law enforcement agency. An internal investigation will be conducted by the Office of Public Safety, but this investigation will in no way obstruct the investigation being conducted by the local law enforcement agency. College staff will assist and cooperate with local law enforcement agencies with the investigation. Sexual assault incidents will be uniformly handled by the College in a confidential manner to the extent allowed by law and in accordance with this administrative procedure.

The College will handle sexual assault and other violent crimes with assistance of staff members as deemed appropriate which may include the Vice President for Administration/CFO which will coordinate the internal investigation by the Office of Public Safety; the Executive Director or Marketing/Public Relations to coordinate both internal and external media relations and communications; the Executive Director of Human Resources to coordinate victim assistance from internal and external sources for employees and their families; counselors and other personnel to coordinate victim assistance from internal and external sources for students and their families and the College Attorney for coordination of legal issues. Each incident will be handled in a case-by-case basis with the appropriate staff assembled to best respond to an incident, which will include the Campus President and other campus administration where appropriate.

ADMINISTRATIVE PROCEDURES

Identification:
2.04

Page:
2 of 2

Effective Date:
6/11/13

The Vice President for Student Services and Enrollment Management and the Executive Director of Human Resources will coordinate a comprehensive on-going educational program for faculty, staff and students on sexual assault to not only discourage and attempt to prevent sexual assault, but to encourage the reporting of incidents by victims.

History:

Adopted 2/27/92; Revised 05/21/92; Formerly 1.010