

# 2014 Annual Report: Campus Security & Fire Safety



## Campus Security Policies

Campus fire safety, as well as security policies and procedures, are administered by Florida College's dean of students office. This report is prepared annually both to maintain compliance with federal statutes (the Jeanne Clery Act of 1998 and the Higher Education Opportunity Act of 2008) as well as provide information to all College personnel and students, in addition to prospective employees and students on request. The dean of students office notifies all College personnel and students when this annual report is prepared. This report is available in physical form on request. Typically, this report is provided before the end of each June, prior to the federally-mandated October 1 deadline. All statistics included herein are reported, as required, to the proper federal authorities.

The College's Food, Health and Safety Committee surveys the campus annually, providing pertinent fire safety and security concerns to the Dean. The Dean consults with the College's Vice President on an annual basis to review policies and procedures relevant to fire safety and security and considers revision of policies and procedures on an as-needed basis.

## Security Personnel

Security services at Florida College are provided by US Security Associates, one of the largest security companies in the nation. Professionally trained, uniformed officers patrol the campus every night during curfew hours. Security officers have the authority to ask persons for identification and to determine whether individuals have lawful business at Florida College. They do not possess arrest power. The College property

is under the formal jurisdiction of the City of Temple Terrace and thus criminal incidents are automatically referred to the Temple Terrace Police Department. The College and local police have open and frequent communication regarding activities on campus.

## Student Criminal Conduct

The College and the Temple Terrace Police cooperate if students violate a state or city statute. The police provide information to the Dean of Students for any action or follow-up that may be required and, when necessary, the College may call upon local law enforcement authorities for help in investigating criminal behavior. Florida College has no off-campus housing or off-campus student organization facilities.

## Reporting Crimes & Other Emergencies

In the event of a crime or other emergency, all victims and witnesses are strongly encouraged to immediately call 911. Crime on campus, safety or medical emergencies should also be reported to a residence hall supervisor or the dean of students office, so that a "timely warning" may be issued—as necessary—by this office to the campus community. Any suspicious activity or person seen in the parking lots, loitering around vehicles, inside buildings, or around the residence halls should be immediately reported to the police department.

## Confidential Reporting Procedures

If a student is the victim of a crime and does not wish to report it to the local police or civil authorities, a confidential report may be given to the Dean of Students, or a residence hall supervisor. This action will allow confidentiality for a student, as well as help the College track crime trends and alert the campus community, as needed. The infor-

mation disclosed will also be included in the annual crime statistics for the College. College personnel, when acting as counselors, are encouraged to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into annual crime statistics.

## Access to Residence Halls

Residence halls are secured 24 hours a day, with the exception of posted visiting hours in the lobbies, and require either a College-issued key or access fob to enter. Over extended breaks, residence halls are secured by either changing electronic access or by adding an additional physical lock. Other campus buildings are locked either at the close of business hours or by the security guard at curfew. All visitors to the residence halls are required to obtain authorization from the supervisors or the Dean of Students. Anyone seen inside residence halls without obvious proper authorization should be reported to the supervisor or police immediately.

## Campus Curfew

For the security and privacy of students, the campus is officially closed to all visitors during curfew, except for guests who have gained permission from the dean of students office and a residence hall supervisor.

*(Continued)*



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## Warnings of Imminent Danger

In the event that an emergency situation, including weather-related events, arises on or off campus that, in the judgment of the dean of students, constitutes an imminent threat to campus security, an immediate, campus-wide warning will be issued to students, faculty and staff via the mass-notification Blackboard Connect system, which will reach all college email, as well as linked cell phone messaging systems. Residence hall supervisors will also cooperate in disseminating information concerning any threat to on-campus students. The Blackboard Connect system is normally tested during the course of the fall semester each academic year. Documentation of this test is kept in the dean of students office.

In all cases of an emergency situation constituting an imminent threat, the dean of students office will immediately contact the Temple Terrace police department. If an evacuation of physical structures is deemed necessary, the fire evacuation plan, posted in each residence hall room, will be followed.

## Annual Report of Crime Statistics

In compliance with Higher Education Opportunity Act of 2008, which amended the Jeanne Clery Act of 1998, the dean of students office publishes an account of crime statistics as part of this annual report. The statistics reflect crimes on and around the property of Florida College for the past three years as reported by the Temple Terrace Police Department or reported confidentially to the Dean of Students. The reporting of a crime does not necessarily mean that there was a finding of guilt or criminal misbehavior.

Reported crime statistics for over 6,000 colleges and universities in the United States, including Florida College, may be found at [ope.ed.gov/security](http://ope.ed.gov/security).

## Missing Student Notification

When a resident student is determined to be “missing” for 24 hours, the resident hall supervisor will notify the Dean of Stu-

dents, who will then immediately notify the Temple Terrace police to initiate a missing person investigation. While a student, by federal statute, has the option to designate a confidential contact person to be notified by police or college officials if the student is determined to be missing—and a form is available from the dean of students office for this purpose—the College will also contact the student’s parents, unless the student has proven his legal independence. These procedures may be implemented, as circumstances warrant, in less than 24 hours after a student is determined to be missing.

## Security Awareness & Crime Prevention Programs

New students are informed about campus security procedures and practices during orientation at the beginning of the semester and by the student handbook, posters, and information disseminated by the dean of students office. Presentations concerning personal safety and residence hall security are presented at the beginning of each year by the Temple Terrace police. A common theme of all awareness and crime prevention programs is the encouragement of students to be aware of their responsibility for their own security and the security of others.

## Alcohol & Drug Policy

Florida College is a drug-free and alcohol-free work and educational environment. The College not only complies with federal, state, and local laws regulating the possession, use and sale of alcohol, but has a well-defined and established code of conduct—as written in the student handbook—that specifically states that: “The use of alcohol and drugs by our students is absolutely prohibited.” Violation of this standard at the College is clearly stated as grounds for a student’s automatic suspension for at least the balance of the semester in which the violation occurred.

## Substance Abuse Education

Florida College has developed a program to prevent the illicit use of drugs and the use of alcohol by students and employees. The

elements of the program are:

1. To stress biblical principles covering physical, mental and spiritual health.
2. To develop a knowledge base & skills training program for alcohol & drug education.
3. To provide on-campus counseling & referral.
4. To apply appropriate disciplinary measures to offenders in accordance with policies of Florida College.

The Florida College advising office is the referral center for students and employees who voluntarily request assistance with substance abuse. These individuals will be counseled and referred to the appropriate professional assistance program. Penalties may be imposed upon an employee for drug abuse violations up to and including termination of employment or requiring satisfactory participation in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health, law enforcement or other appropriate agency.

## Policies on Sex Offenses & Offenders

The FBI defines a sex offense as “any sexual act directed against another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent.”

Florida College expects its students to treat other persons with respect and dignity. Any behavior that causes the sexual abuse/assault of another person will not be tolerated, is a violation of the College’s Code of Conduct, and will result in disciplinary action, including suspension. The Student Handbook, which details policies and procedures regarding this matter, clearly states that our students are to “maintain their moral integrity within personal relationships.” Disciplinary action on the part of the college does not preclude the possibility of criminal charges against the individual.

Florida College educates the student community about sexual assaults and date rape through orientation materials for new students each fall. The Temple Terrace police

Department offers sexual assault education and information programs to students by means of programs in the residence halls and to employees upon request. Literature on date rape education, risk reduction, and the College's response is available in the Florida College Advising Office.

### What to do if you are sexually assaulted:

Your first priority should be to get to a place of safety and obtain necessary medical treatment. The College urges the reporting of any assault as quickly as possible by calling 911 or by reporting the incident to the residence hall supervisor or the dean of students office. Time is a critical factor for evidence collection and preservation. Filing a report with a police officer does not

obligate you to prosecute. Filing a police report will ensure that you receive the necessary medical treatment and tests, provide the opportunity for collection of evidence helpful in prosecution which cannot be obtained later, and assure you of access to free confidential counseling from counselors specifically trained in this area.

Law enforcement strongly recommends you not bathe or douche until you have a medical examination. If you change clothes, law enforcement urges you save what you wore, as that clothing could be used as evidence for prosecution. Place each item of clothing in a separate paper bag for police.

Residence hall supervisors, the dean of stu-

dents office, and other staff members are willing and able to assist victims in reporting assaults to the proper authorities.

### Where can you go for help?

In Hillsborough County, you may call **2-1-1** or **813.234.1234** for free crisis help, information and referral 24 hours a day, seven days a week. Victims of sexual abuse have multiple sources of care available:

- The Nurse Examiner Program (NEP) nurses provide emergency medical examinations and are key to collecting and preserving evidence. They are prepared and qualified to testify in court.
- 24-hour Personal Sexual Assault Counseling
- 24-hour Rape Hotline

## 2013 Crime Statistics

(as reported by the Temple Terrace Police Department)

	On-Campus			In Residence Halls*			On Public Property		
<b>Criminal Offenses</b>	'11	'12	'13	'11	'12	'13	'11	'12	'13
<b>Murder/Non-negligent manslaughter</b>	0	0	0	0	0	0	0	0	0
<b>Forcible sex offenses</b>	0	0	0	0	0	0	0	0	0
<b>Nonforcible sex offenses</b> (incest, statutory rape)	0	0	0	0	0	0	0	0	0
<b>Robbery</b>	0	0	0	0	0	0	0	0	0
<b>Aggravated assault</b>	0	0	0	0	0	0	0	0	0
<b>Burglary</b>	0	2	1	0	0	0	0	0	0
<b>Motor vehicle theft</b>	0	0	0	0	0	0	0	0	0
<b>Arson</b>	0	0	0	0	0	0	0	0	0
<b>Negligent manslaughter</b>	0	0	0	0	0	0	0	0	0
<b>Burglary auto</b>	0	0	0	0	0	0	2	0	1
<b>Theft</b> (Petit/Grand)	0	0	3	0	0	2	0	0	0
<b>Arrests, Disciplinary Actions/Judicial Referrals</b>									
<b>Liquor law violations</b>	0	0	0	0	0	0	0	0	0
<b>Drug abuse violations</b>	0	0	0	0	0	0	0	0	0
<b>Illegal weapons possessions</b>	0	0	0	0	0	0	0	0	0
<b>Grand theft auto</b>	0	0	0	0	0	0	1	0	0
<b>Theft</b> (Petit/Grand)	0	0	0	0	0	0	0	0	0

### Hate Offenses

There were **no hate crimes** reported during 2011, 2012 and 2013.

\*Crimes reported in the **residence halls** column are included in the **on-campus** category.

- Support groups provide emotional support for sexual assault victims.

## Campus Disciplinary Action Procedures

Florida College's code of conduct and disciplinary procedures are detailed in the student handbook.

In cases of sexual misconduct, a student found guilty will be suspended from the College and may be prosecuted in the state courts. Student victims of an alleged sexual offense have the option to change their academic and/or on-campus living situations if such changes are reasonably available.

## Sexual Offender Registration

The federal Campus Sex Crimes Prevention Act requires colleges and universities to issue a statement advising the campus community where state law enforcement agency information concerning registered sex offenders/predators may be obtained. This information is found at [offender.fdle.state.fl.us/offender/homepage.do](http://offender.fdle.state.fl.us/offender/homepage.do) or by calling toll-free **888.357.7332** (Monday–Friday, 8:00 AM–6:30 PM, EST).

## Fire Safety

In addition to its own internal audits and efforts, the College is inspected annually for fire safety by the local professional firefighters of Temple Terrace, who walk the campus and building interiors and make specific recommendations to the College regarding its fire safety. The following detection, warning and control systems are in place in our residence halls:

- Boswell Hall: evacuation plan posted; smoke detectors in each room, an audible alarm system and full sprinkler system
- Terrace Hall: evacuation plan posted; smoke detectors in each room, an audible alarm system and full sprinkler system
- Hinely Hall: evacuation plan posted; smoke detectors in each room and an audible alarm system
- College Hall: evacuation plan posted; smoke detectors in each room, an audible alarm system and a full sprinkler system

At least one planned fire drill may be con-

ducted each semester in each residence hall. Other unannounced drills may be held at any time. While evacuation procedures were discussed this year, no fire drills were conducted.

The College Handbook states the following regarding fire safety in the residence halls:

- To ensure the safety of all students and personnel, the burning of candles or incense or any activity requiring the possession and/or use of matches is strictly forbidden in the residence halls. Exits from rooms and buildings should be kept clear of obstruction at all times. Trash containers should be emptied on a regular basis. Tampering with or other unauthorized use of fire safety equipment will make a student liable to suspension.
- Electrical appliances should not be connected in such a way as to overload extension cords or electrical outlets. Permitted appliances include electric blankets, fans, irons, stereos, televisions, DVD and video cassette players, hair dryers, small refrigerators, computers, electric clocks, desk lamps and shavers.
- Appliances not allowed due to danger of fire include coffee pots unless equipped with an automatic shut-off, popcorn poppers, toasters, hot plates, heaters, etc. Violation will result in a fine of \$25 and possibly other disciplinary action.
- In addition, under "general policies" for residence halls in the College handbook, the following is noted:

- "Using an open flame" makes a student liable to a \$50 fine and to suspension from the College.

Also, as part of the College's moral code as stated in the handbook, no student is permitted to use tobacco—thus, smoking is prohibited in the residence halls.

The following evacuation procedures for residence halls are stated in the student handbook.

1. Alarm is sounded.
2. Alert others.
3. Proceed to evacuation route immediately.
4. If there is smoke, stay low.
5. Close all doors (room and stairwell) after you.
6. Walk, don't run.
7. Stay calm; assure others.
8. Exit to the outside.
9. Assemble at location designated on evacuation route.
10. Do not leave assembly point.
11. Obey fire warden (resident assistant) at all times.
12. Resident assistants act as fire wardens. Once students are assembled outside, wardens ensure that all are present and the fire department has been notified.

Fire safety is discussed in each residence hall at the beginning of each fall semester, including procedures for evacuating the halls. During the academic year, the Temple Terrace Fire Department provides a fire prevention and awareness program on campus that all students attend; this program typically focuses on fire prevention and cautions concerning fire hazards specific to the residence halls.

Federal statutes mandate our keeping of a fire log book and reporting all fires that occur in our residence halls. The non-emergency contact for any fire already extinguished in the residence halls is **Jason Longstreth**, dean of students, or the dean of students office (**813.988.5131 x162**). The fire log is kept in the dean's office for public examination upon request.

Future improvements in fire safety will include definitive scheduling of fire drills for each residence hall.

There have been no reported fires in Boswell, College, Terrace or Hinely residence halls over the years 2011, 2012 and 2013. Each of these halls is located on-campus at:

**119 North Glen Arven Avenue  
Temple Terrace, Florida 33617**