

Campus Police and Public Safety

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The provisions of this publication are not to be regarded as an irrevocable contract between the student and Sandhills Community College. The College reserves the right to change any provision or requirement at any time within the student's term of residence or to add or withdraw course offerings. The College further reserves the right, at any time, to request that a student withdraw when such action is considered to be in the best interest of the institution.

CAMPUS POLICE AND PUBLIC SAFETY

Automobile Registration

All students who park vehicles on campus must register their vehicles at the time of course registration. The cost of parking stickers is included in the student fees payable at registration.

Parking Regulations

Students are required to park in paved parking spaces that are **not** reserved for visitors or for faculty/staff. Reserved parking applies to vehicles 8 a.m.-3 p.m., Monday-Friday, after which time anyone may park in these spaces. A one-hour time limit applies to all visitor spaces. When paved parking spaces are filled, the College will provide designated unpaved areas for temporary student use. Restricted parking, including handicapped parking, is marked with appropriate signs.

Parking Permit

At registration, all students are required to obtain a permit that enables them to park at the College. **The permit must be affixed to the left rear bumper or displayed in the left rear window of the vehicle.** This permit will also enable staff to notify the student in the event of an emergency (e.g., **someone hits the car**). If a student temporarily drives a vehicle without a permit, he/she must obtain a temporary permit from the switchboard receptionist in Dempsey Hall. Vehicles parked on campus without permits will be in violation. Repeated violations of the campus parking regulation will be considered an offense of the Student Code of Conduct. Disabled students may receive handicapped parking permits after presenting appropriate DMV documentation to the campus switchboard receptionist. Campus parking lots have designated areas for the disabled.

Temporary Parking

For the first few days of the fall/spring semesters, staff members may need to direct vehicles into temporary parking areas. Students should follow the instructions given during this time period.

Parking Violations

Violations of parking regulations will result in fines and/or the vehicle's being towed. Violations that are potentially dangerous, such as speeding and reckless driving, are subject to disciplinary action in addition to any fines levied. Violations for which citations may be issued include, but are not limited to the following:

Improper display of parking permit	\$5
No valid parking permit	\$5
Parking in handicap area/space	\$25
Parking in "no parking" area/space	\$5
Parking in reserved/designated area	\$5
Parking in two spaces.....	\$5
Blocking driveway or access.....	\$5
One-way street violation	\$5
Unsafe movement	\$5
Parking on a curb	\$5
Any violation of NC Motor Vehicle laws	\$5

The student is responsible for any violation incurred by individuals who bring the student to campus. Payments of fines should be made to cashier in Stone Hall. Failure to pay parking tickets will result in the fines' being added to the student registration fees. **Persons who have received five (5) or more tickets may have the vehicle towed or may be subject to other disciplinary action.**

Identification Card

During registration, the student will need to obtain a student ID. *An ID is required – the student must carry it at all times on campus!* This card allows students to checkout library books, use the learning resource center, use college equipment, and participate in SCC activities. Financial aid recipients will be able to purchase books more easily from the Logan Bookstore using an ID card. Curriculum students receive one card per school year at no charge. A paid receipt is necessary to have the ID made. A replacement card costs \$10. ID cards are made 8 a.m.-9 p.m. Monday-Thursday and 8 a.m.-4 p.m. Friday in the Dempsey Student Center during fall and spring semesters. Students that are enrolled for the fall semester do not need to renew their card for the spring semester.

College Policy on Campus Crime

In accordance with the Student Right-to-Know, Campus Crime Security Act of 1990, and the Clery Act, SCC exhibits “zero tolerance” toward violence on campus, including sexual assault, aggravated assault, physical confrontations of any kind, verbal threats of intent to cause harm, harassment designed to intimidate another, hate crimes, robbery, burglary, and property crimes such as destruction, theft, and sabotage. For more information regarding this policy, refer to the Compliance section of this *Catalog*.

Security and Access to Campus Facilities

The college campus is closed from 12 midnight to 5 a.m., Monday through Sunday, and on holidays. Electronic security systems and surveillance cameras are located throughout both campuses; however, cameras are not monitored constantly. No SCC student organizations have off-campus locations. Students using classrooms and laboratories after scheduled class hours must obtain prior approval from the appropriate faculty/staff member.

Campus Law Enforcement Authority

Sandhills Community College retains its own police department. Campus police officers have full police powers on Sandhills Community College property and all public property immediately adjacent to the college property. Campus officers are responsible for all law enforcement related matters on campus property to include the enforcement of applicable North Carolina criminal and traffic laws. In situations where law enforcement authority is required at satellite campuses, the Hoke Center contacts the Raeford Police Department; the Westmoore Center contacts the Moore Co. Sheriff's Office.

Campus police personnel work closely with local, state and federal police agencies and have direct radio communication with Moore County “911.”

Emergency Services

Campus police, security and maintenance employees are the primary First Responders. They respond to campus emergencies such as injury, illness, fire, and tornadoes. In the event of an emergency, students and campus visitors should follow

the instructions of college officials. In addition, emergency instructions are posted throughout the campus.

Emergency Phones

In case of an emergency, emergency phones are located at strategic points around campus. To use one of these phones, students should push the red emergency button. During college operational hours, the call goes to Campus Police and Public Safety. When the College is closed, the call is automatically sent to “911.”

Emergency Code Blue Boxes

The SGA donated funds to purchase two Code Blue boxes. These emergency boxes provide users with a simple way to call for emergency assistance by pressing the large red button and speaking clearly into the telephone. During college operational hours, the call goes to Campus Police and Public Safety. When the College is closed, the call is automatically sent to “911.”

Reporting Crimes

Because the College operates in multiple venues, these specific instructions apply when reporting crimes.

- **Main [Moore County] Campus:** To report a crime/emergency call 911. Sandhills Community College encourages accurate and prompt reporting of incidents.
- **Hoke Center:** During hours of operation all crimes/emergencies are to be reported to Hoke Center Security or the Director of the Hoke Center (910-875-8589). After hours, individuals should contact “911.”
- **Westmoore Center:** During hours of operation, all crimes/emergencies are to be reported to Westmoore Center Security or the Dean of Continuing Education (910-695-3974). After hours, individuals should contact “911.”
- **Off-Campus Crimes:** Students in off-campus classes should follow the same procedures outlined above for reporting crimes. Immured students are encouraged to review and follow emergency procedures specific to their institution of residence. After College hours, call “911.” Campus security is to be notified of the details of the incident as soon as possible.

Investigation of Crime Reports

All reasonable efforts will be made to maintain confidentiality. Upon receiving the report, an investigation into the incident will begin immediately, involving Campus Police and Public Safety, who will determine if other law enforcement authorities should be involved. The Campus Police and Public Safety Director and the Vice President for Business and Administrative Services will determine if a campus and/or community alert should be issued in the interest of public safety.

Students who participate in campus violence will be subject to disciplinary actions up to and including expulsion (see “Student Code of Conduct”). There is an inherent right to appeal.

Documentation of Crime Reports

Campus Police and Public Safety will maintain a daily log documenting all crimes reported to Campus Police and Public Safety or other law enforcement agencies. The information found in this report shall be open for public knowledge within two business days, except when the release of the information is prohibited by law or would jeopardize an investigation or the victim’s confidentiality.

Crime Statistics

In accordance with the Student Right-to-Know, the Campus Crime Security Act of 1990, and the Clery Act, the College is required to provide information about serious crimes on campus, as defined by the acts, which have occurred during the last three (3) calendar years. This report is updated annually to the U.S. Department of Education, in accordance with the law, in October of each year. Copies of the Campus Crime Statistics Report and Annual Security Report may be obtained by contacting the main campus switchboard (692-6185) or the Director of the Hoke Center (910-875-8589). Information can also be found online at www.sandhills.edu.

Sexual Assault Policy

In accordance with the U.S. Department of Education requirements of Section 485 of the Higher Education Act (also known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 U.S.C. Section 1092), SCC recognizes that sexual offenses, forcible and non-forcible, are violent, demeaning crimes and will not be tolerated. SCC will support this policy and increase awareness through educational prevention seminars, special literature, and counseling. Services and resources for victims will also be provided. The State Bureau of Investigation maintains a registry of convicted sex offenders that can be accessed online at www.ncfindoffender.com.

Reporting Sexual Assault

The College encourages all victims of sexual offenses to report the incident as soon as possible. The College understands the sensitive issues involved with this type of crime; therefore, the following individuals may be contacted: Campus Police and Public Safety (910-695-3831 or "0"), Telecommunications Services ("0"), Dean of Continuing Education (910-695-3767), Dean of Instruction (910-695-3715), or Vice President of Student Services and Academic Support (910-695-3900).

Individuals at the Hoke and Westmoore Centers should follow the same procedures; however, they may feel more comfortable making the initial report to one of the following: Hoke Center Security or the Director of the Hoke Center (910-875-8589) or the Dean of Continuing Education (910-695-3974).

In an emergency or after hours, students should use the emergency telephones or the CODE BLUE devices to contact the switchboard or "911." They should contact the designated college officials as soon as possible if assistance is needed. The College emphasizes the importance of preserving all evidence for the proof of a criminal offense.

Options: There are several options and resources for individuals who have been sexually assaulted. Seeking assistance does not require the victim to take further legal or disciplinary actions; it allows the victim to receive private and confidential treatment and emotional and psychological support.

Medical and Psychological Support Services

Moore County	(910)
FirstHealth Moore Regional Hospital	715-1000
Emergency Room	715-1111
Pinehurst, NC 28374	

Friend-to-Friend 111 McNeill Street Carthage, NC 28327	947-3333
Moore County Emergency Carthage, NC 28327	911
Moore County Department of Social Services 1036 Carriage Oak Drive Carthage, NC 28327	947-2436
Moore County Health Department 705 Pinehurst Avenue Carthage, NC 28327	947-3300
Sandhills Center for Mental Health 205 Memorial Drive Pinehurst, NC 28374	295-6853
Sheriff's Department 101 Dowd Street Carthage, NC 28327	947-2931
Hoke County	(910)
Sandhills Mental Health	875-8156
Health Department	875-3717
Police Department	875-4251
Sheriff's Department	875-5111
Cape Fear Valley Medical Center	609-4000
FirstHealth Family Care Center	904-2350

Disciplinary and/or Legal Actions

The process against the alleged assailant will begin immediately. An investigation will be conducted in a timely manner. All parties will be treated with confidentiality and respect. Both the accuser and the accused will be given equal opportunity to present their views of the incident. A determination will be made by either the Vice President for Student Services and Academic Support or the Vice President for Business and Administrative Services. Both parties involved will be informed of the determination or outcome and will have the right to appeal. With the final **determination, the appropriate corrective actions will be implemented. The College** reserves the right to make changes to either party's academic situations if deemed necessary or if the request is a reasonable option. Disciplinary actions may include expulsion from the College. The College will retain as confidential all documentation of allegations, investigations, and determinations. ***In addition, both parties must maintain the confidentiality of all aspects of the incident, disclosing no information whatsoever without the written consent of the other party.***

The college is required to disclose (upon written request) to an alleged victim of a crime of violence or non-forcible sex offense the results of a disciplinary hearing against an alleged student perpetrator.

The victim has the option to report the assault to the appropriate law enforcement authority. Reporting an assault does not obligate the victim to proceed with legal prosecution. It is the victim's right to decide whether or not to continue with or to halt legal proceedings.

College personnel will assist the victim with whatever services or support is available, as appropriate.

Telephone Calls

The College cannot accept incoming calls for students except in extreme emergencies. Students should let their families know that, if a genuine crisis arises, Student Services is the place to call to contact that student. The College does not have a paging system; therefore, it is difficult to deliver messages to students. *If a student has a child in daycare or school, it is essential to have an additional contact person listed with the daycare or school in the event that the SCC student cannot be reached.*

Lost and Found

The switchboard receptionist in the Dempsey Student Center keeps all items found on campus. Students should see the College Receptionist in the Dempsey Student Center if they have lost any belongings while on campus.

Pets on Campus

The campus is not an appropriate place for the pets of students or for the pets of faculty/staff members. For the safety of the pets and the campus community, the College requires that pets not be on campus during regular hours of operation. Pets, except for guide animals, are not allowed in campus buildings.

Walking Track

For the student's safety, the track is for walking or jogging. Wheeled vehicles – mopeds, bicycles, roller skates/blades, skateboards, etc. – are prohibited.

Inclement Weather Policy

Decisions to close the College for adverse weather and other emergency situations will be made by the college administration. Missed classes and assignments will be made up in accordance with the best judgment of college officials and the guidelines promulgated by the North Carolina Community College System Office.

“Colleges have an obligation to deliver the instructional services for which students pay tuition and fees. Therefore, curriculum and continuing education classes that are missed or not held for any reason – including inclement weather – should be rescheduled or the instruction should be made-up by some other alternative. Alternatives may include extra class sessions, extended class sessions, individual conferences, or other options approved by the college's administration. It is assumed that alternative arrangements for making-up missed class time will be made by the College.” NCCCS Numbered Memo March 8, 1996.

When severe weather forces a departure from regular scheduling, announcements will be issued by local and regional radio and television stations. Below is a list of those stations contacted by the College.

WTVD-TV (11)	Durham	WUVC-TV (40)	Fayetteville
WFMY-TV (2)	Greensboro	WGHP-TV (8)	High Point
WRAL-TV (5)	Raleigh	WNCN-TV (17)	Raleigh
WLSL-TV (22)	Raleigh	WECT-TV (6)	Wilmington
Carolina 14-TV (14)	Raleigh	WFLB-FM 96.5	Fayetteville
WSPC-AM 1010	Albemarle	WKXU-FM 101	Burlington
WZKY-AM 1580	Albemarle	WKML-FM 95.7	Fayetteville

WQNX-AM1350	Aberdeen	WQSM-FM 98.1	Fayetteville
WUKS-FM 107.7	Fayetteville	WZFX-FM 99.1	Fayetteville
WAZZ-AM 1490	Fayetteville	WFNC-AM 640	Fayetteville
WKDX-AM 1250	Hamlet	WPTF-AM 680	Raleigh
WMFA-AM 1400	Raeford	WQDR-FM 94.7	Raleigh
WZTK-FM 101.1	Raleigh	WDCG-FM 105.	Raleigh/Durham
WTEL-AM 1160	Red Springs	WJSG-FM 104	Rockingham
WAYN-AM 900	Rockingham	WIOZ-FM 102.5	Southern Pines
WWGP-FM 105.5	Sanford	WEEB-AM 990	Southern Pines
WABZ-FM 100.9	Albemarle		

Additionally, students may call the College at 910-692-6185 to hear a recorded message indicating whether the College will have a delayed opening or will be closed or access information online at www.sandhills.edu. Students enrolled in distance learning and hybrid courses are also notified via the internet course delivery system.