

Somerset Community College
Annual Security Report for 2012 for Reporting Year 2011

This report is being made in order to be in compliance with the Federal Jeanne Clery Act. A hard copy of this report may be obtained from the Director of Security by calling (606) 451-6938. To view this report online, go to the Somerset Community College website at someset.kctcs.edu, select Current Students, and then choose Safety and Security.

I. Reporting of Crimes and Other Emergencies

We encourage the prompt and accurate reporting of all criminal matters occurring on the Somerset Community College (SCC) campuses and facilities. These incidents should be reported to the Director of Security at (606) 451-6938 or cell (606) 875-2082, who will then contact the local police. The campus emergency number is 451-6911. The evening Security at each campus or center can be reached by dialing the appropriate number for that campus or center. Incidences of crimes must be reported in compliance with the Crime Awareness and Campus Security Act of 1990. To obtain the security statistics for SCC you may go to the following website: ope.ed.gov/security, or you may go to the SCC website at someset.kctcs.edu, select Current Students, and then choose Safety and Security.

A special crime report will be made to the campus when any crime reported to the campus security authority personnel presents a safety or security threat to students or employees without delay and taking into account the safety of the community, unless issuing a notification will, in the judgment of the first responders, compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. The special crime report will be made in a manner that will aid in the prevention of similar occurrences. A campus-wide email will be used for this alert, along with our SNAP (Safety Notification Alert Process) emergency alert system if it is deemed necessary. A SNAP alert team of administrators and employees (which includes members of the Crisis Management Team) will use a consultation process to notify the campus of and initiate the notification process. The team will confirm that a significant emergency or dangerous situation involving immediate threat to health or safety of students or employees is occurring. The confirmation process will be performed as quickly as possible depending on the type of threat and will entail visual confirmation of the emergency by administrators where possible and the use of outside experts depending on the specific threat, i.e. spread of infectious disease. The notification process includes the SNAP alert system which provides text messaging to cell phones, office and campus computers, and office phones along with email messages to faculty, staff, and students. The College has developed message scripts for various emergencies which can be revised depending on the emergency and the facility involved. The notification process also includes the use of email to faculty, staff, and students. Follow up information will also be disseminated as needed by all or some of these systems. On an annual basis the College tests its emergency and evacuation procedures. This test is documented by the Director of Security with details including the date, time, and whether it was announced or unannounced. SCC

will utilize email, posting of campus flyers, press releases to the local newspaper, and radio media, and meetings with faculty and staff to publicize emergency response and evacuation procedures in conjunction with the annual test. Information will be made available to the general public and the local community regarding emergencies via the SCC Public Relations Office.

Summary of Emergency Response and Evacuation Procedures

Emergency response and evacuation procedures are published in the SCC Crisis Management Plan and can be found on the SCC website under Current Students and then select Safety and Security.

The emergency response and evacuation procedures outlined in the Safety Policies and Crisis Manual are designed to aid in the protection of lives and property through effective use of available campus resources. Whenever an emergency affecting the campus reaches proportions that cannot be handled by routine measures, the President or designee may declare a state of emergency and implement these guidelines. The College has a campus emergency number to call in case of emergencies. That number is **(606) 451-6911**.

The President or designee serves as overall emergency director during any major emergency disaster. The following definitions of an emergency are provided as guidelines to assist SCC employees in determining the appropriate response:

- a. Minor Emergency:** Any incident that will not seriously affect the overall functional capacity of the College. Report immediately to the Campus Director of Security at **(606) 451-6938** or cell **(606) 875-2082** or the Director of Maintenance and Operations Department for that campus by calling the College switchboard.
- b. Major Emergency:** Any incident that affects an entire building or buildings, which will disrupt the overall operation of the College. In this case, outside emergency services will be required, as well as major resource efforts from campus support services. Call **911** and then call **(606) 451-6911**.
- c. Disaster:** Any event that seriously impairs or halts the operations of the College. In some cases mass personnel casualties and severe property damage may be sustained. A coordinated effort of all campus-wide resources is required to control the situation. Outside emergency services will be essential. In all cases of disaster, an emergency command center will be activated and the appropriate support and operational plans will be executed. Call **911** and then call the **(606) 451-6911**.

During a campus emergency the Director of Security or designee will place into effect the necessary measures to secure campus personnel and property and will coordinate emergency responses and evacuation procedures. The President or designee will make the determination if a state of emergency is to be declared and the type. Only authorized persons will be allowed on the campus during a declared state of emergency. The crisis management team, and others as designated by the President as essential, will comprise authorized personnel.

Crime Table for 2009, Reporting in 2010				
Crime Category	Total Campus Property Crimes	Residential Facility Crimes	Recognized, Leased, Owned, Controlled Property Crimes	Public Property Crimes
Arson	0	0	0	0
Assault	0	0	0	0
Burglary	0	0	0	0
Criminal Damage	0	0	0	0
Manslaughter	0	0	0	0
Menacing	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Murder	0	0	0	0
Reckless Homicide	0	0	0	0
Robbery	0	0	0	0
Sex Offenses - Forcible	0	0	0	0
Sex Offenses - Non-forcible	0	0	0	0
Stalking	0	0	0	0
Terroristic Threatening	0	0	0	0
Theft	16	0	0	0
Wanton Endangerment	0	0	0	0
Weapons Possession	0	0	0	0
Prejudice: Bias - Race	0	0	0	0
Prejudice: Bias - Gender	0	0	0	0
Prejudice: Bias - Religion	0	0	0	0
Prejudice: Bias - Sexual Orientation	0	0	0	0
Prejudice: Bias - Ethnic	0	0	0	0
Prejudice: Bias - Disability	0	0	0	0
Arrest Only: Drug-related Violations	0	0	0	0
Arrest Only: Liquor-law Violations	1	0	0	0
Arrest Only: Other Alcohol Violations	0	0	0	0

These numbers reflect a total of all SCC centers and campuses for years provided

Crime Table for 2010, Reporting in 2011				
Crime Category	Total Campus Property Crimes	Residential Facility Crimes	Recognized, Leased, Owned, Controlled Property Crimes	Public Property Crimes
Arson	0	0	0	0
Assault	0	0	0	0
Burglary	0	0	0	0
Criminal Damage	0	0	0	0
Manslaughter	0	0	0	0
Menacing	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Murder	0	0	0	0
Reckless Homicide	0	0	0	0
Robbery	0	0	0	0
Sex Offenses - Forcible	0	0	0	0
Sex Offenses - Non-forcible	0	0	0	0
Stalking	0	0	0	0
Terroristic Threatening	0	0	0	0
Theft	16	0	0	0
Wanton Endangerment	0	0	0	0
Weapons Possession	0	0	0	0
Prejudice: Bias - Race	0	0	0	0
Prejudice: Bias - Gender	0	0	0	0
Prejudice: Bias - Religion	0	0	0	0
Prejudice: Bias - Sexual Orientation	0	0	0	0
Prejudice: Bias - Ethnic	0	0	0	0
Prejudice: Bias - Disability	0	0	0	0
Arrest Only: Drug-related Violations	0	0	0	0
Arrest Only: Liquor-law Violations	1	0	0	0
Arrest Only: Other Alcohol Violations	0	0	0	0

II. Security of and Access to Campus Facilities

SCC has a Director of Security. The Director of Security coordinates and works with a contracted security guard service to promote a safe and secure environment for SCC. Campus facilities are accessible for academic, training, recreational, and administrative purposes. The general public also has access to these facilities and often uses student centers, recreational facilities and other venues where events and other special meetings are conducted. Only authorized personnel have keys to facilities. The security guards check facilities to determine that they are secure during evening and non-business hours. The Maintenance and Operations Department maintains college buildings and grounds with a concern for safety and security. Maintenance and Operations Department personnel regularly inspect for and repair potential safety and security hazards as well as responding to reports of such potential hazards.

III. Campus Law Enforcement Policy

The campus does not have its own police department/force. There is a Director of Security who does not have arrest authority. The Director of Security does coordinate a contracted security guard service for the College. SCC does not have a written memoranda of agreement with any of our area 1st responders, but SCC does have verbal confirmation of assistance if needed during a crisis. The Director of Security works closely with local, state, and federal law enforcement and emergency services agencies in an effort to provide services to the campus community. Crime related information and reports are routinely exchanged, including information related to off-campus locations owned, leased, or controlled by SCC.

IV. Security Awareness Programs

The campus Safety Policies and Crisis Management Plan are on the College website for easy access by students, employees, and the public. Crime awareness and campus security information is printed in the class schedules each semester and in the Student Handbook. The Safety Policies and Crisis Management Plan are also distributed to employees and students electronically. Safety seminars are held periodically to provide information about safety and security and all faculty, staff, and students are informed of these events.

V. Crime Prevention Programs

Crime awareness and campus security information is printed in the class schedules each semester and in the Student Handbook and is provided via email to all faculty, staff, and students each semester. The Safety Policies and Crisis Management Plan are also distributed to employees and students electronically. Seminars are held periodically to provide information about crime prevention and all faculty, staff, and students are informed of these events.

VI. Drug and Alcohol Policy

SCC is committed to providing a safe environment for students, faculty, and staff. Being under the influence of alcohol or other drugs or the use, possession, distribution, manufacture, or sale of illegal or unauthorized drugs is prohibited and is punishable as a felony offense on campus or within 1000 yards of campus. Conduct that violates this definition poses unacceptable risks and disregards the health, safety, and welfare of members of the SCC community. These violations can result in disciplinary action up to and including suspension or termination for college employees and disciplinary action for students. SCC is in compliance with the Drug-Free Workplace Act of 1988 and Drug-Free Schools and Communities Act amendment of 1989.

VII. Sex Offense Policy

SCC expressly condemns sexual offenses committed by or against any member of the campus community. Sex offenses are grouped into two categories: forcible and non-forcible. Forcible is defined 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. Non-forcible sex offenses are incidents of unlawful, non-forcible sexual intercourse. Sexual assault violations pertaining to students are included in the *Code of Student Conduct Handbook* and Kentucky law prohibits such conduct. Since sexual offense is a criminal act, jurisdiction also exists with outside law enforcement, which may be involved at any time. Perpetrators of this behavior are subject to criminal, civil, and college penalties. Prior to initiating any corrective action, requirements associated with due process and just cause will be reviewed. Any person on college property who engages in a sexual offense should be immediately reported to a faculty/staff member or the Director of Security.

VIII. Sex Offender Registration Policy

In compliance with the Federal Campus Sex Crimes Prevention Act of 2000, KCTCS, through the Kentucky State Police, makes information available to the campus community concerning registered sex offenders who may be employees or students at SCC. The Kentucky State Police provides sex crime offender registration information to the public through the Sex Offender Registry website. According to the Kentucky State Police, this website is for public safety and awareness. Pursuant to KRS 525.070 and 525.080, use of information from this website to harass a sex offender is a criminal offense punishable by up to 90 days in the county jail. More severe penalties apply for more severe crimes committed against a sex offender.

Crime Table for 2011, Reported in 2012				
Crime Category	Total Campus Property Crimes	Residential Facility Crimes	Recognized, Leased, Owned, Controlled Property Crimes	Public Property Crimes
Arson	0	0	0	0
Assault	1	0	0	0
Burglary	0	0	0	0
Criminal Damage	0	0	0	0
Manslaughter	0	0	0	0
Menacing	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Murder	0	0	0	0
Reckless Homicide	0	0	0	0
Robbery	0	0	0	0
Sex Offenses - Forcible	0	0	0	0
Sex Offenses - Non-forcible	0	0	0	0
Stalking	0	0	0	0
Terroristic Threatening	1	0	0	0
Theft	17	0	0	0
Wanton Endangerment	0	0	0	0
Weapons Possession	0	0	0	0
Prejudice: Bias - Race	0	0	0	0
Prejudice: Bias - Gender	0	0	0	0
Prejudice: Bias - Religion	0	0	0	0
Prejudice: Bias - Sexual Orientation	0	0	0	0
Prejudice: Bias - Ethnic	0	0	0	0
Prejudice: Bias - Disability	0	0	0	0
Arrest Only: Drug-related Violations	0	0	0	0
Arrest Only: Liquor-law Violations	1	0	0	0
Arrest Only: Other Alcohol Violations	0	0	0	0