

South University - Tampa

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Report October 1, 2011

INTRODUCTION

South University - Tampa is providing the following information to all of its employees and students as part of South University – Tampa’s commitment to safety and security pursuant to the requirements of the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. If you should have questions about any of the information provided in this Report, please contact the Dean of Student Affairs, Heather Grahek, 813.393.3800..

I. CAMPUS SECURITY AND CRIME PREVENTION POLICY

South University – Tampa’s Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Report is distributed to every student and employee on an annual basis and is available to prospective employees and students at their request. Employees receive a copy via faculty/staff mailboxes. The report is distributed to all students through the student handbook.

REPORTING CRIMES AND EMERGENCIES

A safe environment is everyone’s responsibility. Students, faculty and staff are encouraged to report all criminal acts, suspicious activities or emergencies promptly and have the right to report these matters confidentially. Victims or witnesses to a crime are encouraged to file a report of the incident. Reports can be filed on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics by contacting the Dean of Student Affairs. Reports are kept in a secure location in the Dean of Student Affairs’ Office. Names of victims or witnesses are not disclosed in the crime report. It is the policy of South University – Tampa that all criminal acts or other emergencies be properly documented and reported to local authorities as required by law.

Students and employees should promptly report all criminal actions and emergencies occurring on or around South University - Tampa facilities to the Dean of Student Affairs either in person or by calling 813-393-3761. If the Dean of Student Affairs is not available, you may contact Dan Coble, President and/or the Police Department by dialing 911. Tampa’s non-emergency Police Department’s number is 813-231-6130.

All criminal activity is documented by the completion of an Incident Report and is reported to local police agencies and the Dean of Student Affairs. Criminal activity might include, but is not limited to, burglary, motor vehicle theft, aggravated assault, robbery, sexual offense, hate crimes, gender crimes or murder.

In the event of fire or medical emergencies, staff and employees should contact the Police by dialing 911 and then notify the Dean of Student Affairs.

POLICIES FOR PREPARING THE ANNUAL DISCLOSURE OF CRIMINAL STATISTICS

All incidents are reported and documented on the Incident Report, which is sent to the Dean of Student Affairs. Reports are kept in a secure location in Dean of Student Affairs’ Office. The annual crime report is prepared by gathering campus crime statistics and data from local and state police and sheriff departments and other relevant information by the Dean of Student Affairs.

SECURITY AND ACCESS TO THE CAMPUS FACILITIES

It is the policy of South University- Tampa that access to all campus facilities is limited to authorized personnel, students and invited visitors. Visitors are at all times subject to South University - Tampa policies and conduct codes. Students and employees are responsible for the conduct of their guests at all times. Students, staff and faculty in Tampa may be asked to show their valid identification card to gain access to campus facilities. Security personnel are available within the building during routine university hours and landlord provided security services are available on adjacent properties.

ACCESS TO ACADEMIC BUILDINGS

A welcome desk is located on the first floor of the entrance to the campus. Students, staff and faculty are asked to swipe and show their valid identification card to gain access to campus facilities. Cameras are positioned throughout the campus. After hours, proper procedures are followed to ensure limited access to secured areas. Exterior lighting is provided around the building and parking areas. Security personnel are stationed at the entrances to Tampa Bay Park in the morning and evening; they leave to patrol the parking lots throughout the day. Suspicious persons are questioned and asked to leave.

Security personnel do not have arrest authority. They do have the authority to evict unauthorized persons from the campus premises and to notify local and state authorities of all actual or suspected criminal activities.

RELATIONSHIPS WITH LOCAL AND STATE POLICE

South University - Tampa is located in Tampa which is part of Hillsborough County. South University - Tampa maintains a close working relationship with the Tampa Police Department with periodic contact initiated by the Dean of Student Affairs' Office to ensure that the University is aware of criminal offenses and arrests occurring on or near the campuses so that they can be properly reported, and if necessary, provide for timely warning reports on crimes that represent a continuing threat. Timely warning reports are provided via email, campus posters, notices placed in faculty and staff mailboxes, and announcements read in class.

PROGRAMS TO INFORM STUDENTS AND EMPLOYEES ABOUT CAMPUS SECURITY AND THE PREVENTION OF CRIMES

All new South University - Tampa employees and students are instructed on crime awareness, prevention, and campus security during Orientation and encouraged to take responsibility for their own security, as well as others. The New Student Orientation program, which takes place eight times per year, includes a description of campus security policies and procedures and suggestions on how to avoid becoming a crime victim, as well as procedures for reporting any criminal activity or emergency. Students and employees are encouraged to be responsible for their own security and the security of others. Members of the local police departments will be invited to present or provide information regarding crime prevention.

Students are requested to review the Campus Security and Crime Statistics Report that is included in the University's *Student Handbook*. Employees are requested to review the University's *Employee Handbook* where information regarding Standards of Conduct and Safety can be found. Individuals with questions about the Campus Security Report should contact the Dean of Student Affairs.

EMERGENCY NOTIFICATION

South University – Tampa uses a voluntary electronic emergency notification system, known as *AlertFind*. In an emergency, *AlertFind* will enable authorized college officials to reach members of the community through mechanisms other than regular college email and telephones. South University- Tampa will also update the telephone system to reflect the emergency. The students, faculty and staff will be notified through the schools internal email system and the school's web site. Evacuation procedures are posted on the inside of all the school's classrooms. The school' emergency response and evacuation are tested on an annual basis.

In the event of an emergency, the campus President, or a designee, will confirm that an emergency exists, determine who should receive notification and when, determine the content of the notification, and initiate the emergency notification process.

OFF-CAMPUS STUDENT ORGANIZATIONS

At the present time, South University – Tampa does not have any off-campus student organizations.

DRUG AND ALCOHOL POLICIES

In keeping with section 120 (a) through (d) of the Higher Education Act of 1965, as amended, including the Drug-Free Schools and Communities Amendments of 1989 (Public Law 101-226), a "Drug Free Schools and Campuses" publication, the Drug Prevention Policy, is provided annually to all South University- Tampa students and employees.

South University- Tampa follows the policies for use of alcoholic beverages during school sponsored functions as described below:

- State and municipal laws prohibit anyone under the age of 21 from being served alcoholic beverages.
- Signs reciting the above municipal and state law will be posted in the Student Lounge.
- Wine and beer are the only alcoholic beverages that may be served. Food must also be served simultaneously. Non-alcoholic beverages must also be offered.
- Advertising of the event must not promote the presence of alcoholic beverages as the focus of the gathering.
- The University does not have a license for the sale of alcoholic beverages. Therefore, the sale of alcoholic beverages on the school's premises or at any school-sponsored function is prohibited.

The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited on the property of or as part of any activity sponsored by South University - Tampa. The institution enforces all state and federal laws concerning illegal drugs.

Drug and alcohol use policies and abuse prevention will be discussed during Orientation. Information on drug and alcohol abuse prevention will be distributed to students and employees once per academic year.

Any student or employee who fails to abide by the policies regarding the possession, use, or sale of alcoholic beverages or illegal drugs will be required to participate satisfactorily in a drug or alcohol abuse assistance or rehabilitation program. The program must be approved for such purposes by federal, state, or local health law enforcement or other appropriate agency.

For students, the Dean of Student Affairs' Office in conjunction with the President's Office will provide referrals to specific programs of counseling, treatment, or rehabilitation. For employees, the Department of Human Resources in conjunction with the President's Office will provide referrals to specific programs of counseling, treatment, or rehabilitation.

FIREARMS POLICY

South University is committed to maintaining educational environments that are free of violence. This obligation includes eliminating recognized hazards that contribute to violence or serious harm. This Policy applies to anyone on South University's premises, unless otherwise prohibited by law.

It is the responsibility of all employees, students, alumni and all others to adhere to the provisions set forth in this policy and to report any known violations of this policy to Student Affairs or a member of management.

- a. Firearms, including concealed weapons, are not permitted on South University premises and/or at South University events, except that sworn members of a law enforcement agency acting in performance of their duties and/or employees of a licensed armored car service providing contracted services to South University or to South University's vendors and contractors (where approved by South University) may carry weapons.
- b. Firearms are not permitted in any vehicle while the vehicle is parked on South University property, whether said property is owned or leased by South University or provided to South University for its use, except where otherwise required by law and provided that the employee, student or visitor is licensed to carry the firearm, the firearm is not loaded, and the firearm owner has informed the facilities' owner/manager in advance of the presence of the unloaded firearm in the owner's vehicle in accordance with any applicable law.
- c. Any student who becomes aware of a violation of this policy should immediately notify Student Affairs, the President or a member of management or a member of school staff.
- d. Violation of this policy is considered a serious offense that endangers the safety of anyone on South University premises. Any person violating this policy may be required to leave South University premises. Students violating this policy are subject to suspension or dismissal from school.

PROGRAMS AND PROCEDURES REGARDING SEXUAL ASSAULT

Discussions promoting the awareness of rape, acquaintance rape, and other sex offenses are presented during Orientation. Brochures on sexual assault issues are distributed to students and employees once each academic year. A workshop will be offered once per academic year that is open to students and employees. Members of South University - Tampa faculty and staff will be invited to present.

If an alleged sex offense has occurred, it is the student(s) or employee(s) option to notify the appropriate law enforcement authorities, including on-campus authorities and local police. Remember, though, that reporting a rape is not the same thing as prosecuting a rape. At the student's or employee's request, South University - Tampa school officials will assist in notifying the proper authorities. Victims of sexual assault or rape should follow these recommended steps:

- Go to a safe place following the attack.
- Do not shower, bathe or destroy any of the clothing you were wearing at the time of the attack.
- Go to a hospital emergency room for medical care.
- Make sure you are evaluated for the risk of pregnancy and venereal disease.
- (A medical examination is the only way to ensure you are not injured and it could provide valuable evidence should you decide to prosecute.)
- Call someone to be with you. You should not be alone.

Counseling and Student Services

2-1-1 Hotline Services are available in both Hillsborough and Pinellas Counties 24 hours a day. Hotline services provide assistance for suicide, rape, substance abuse, homelessness, hunger, and parenting.

In addition, the following is a list of off-campus counseling and mental health agencies available in Hillsborough County to assist a victim of sex offenses:

APPLEservices – Sexual Abuse/Assault Treatment and Counseling Program, 264-9955. Hours of operation are Monday through Thursday from 9:00am to 7:00pm and by appointment on Friday. Fees are calculated on a sliding scale based on income. Full level of confidentiality.

Domestic Violence Program, 813-272-6423, 24-Hour Hotline if referred by local law enforcement agency. No fee. No confidentiality. However, program provides therapy referrals.

Academic and Living Situation

A victim of a sex offense may request that his or her academic situation be changed. To make a request, the victim should contact the Dean of Student Affairs' Office. Every effort will be made to accommodate reasonable requests. Schedule changes including section changes, course drops, and course additions will be accommodated. Requests for a Leave of Absence will also be accommodated.

Campus Disciplinary Action and Sanctions

Victims of sexual assault perpetrated by another student may request the committee responsible for student evaluation hold a disciplinary hearing against the accused sex offender. The committee responsible for student evaluation will allow both the victim and the accused to present their case to the committee as part of the disciplinary procedures. Both the victim and the accused will have the right to have others present during disciplinary procedures. Both the victim and the accused have the right to be notified of the outcome of such proceedings. The accused will have the right to appeal the committee's decision based upon due process or bias only.

If the institution determines a forcible or non-forcible sex offense has occurred, sanctions may be imposed upon the sex offender which include warning, probation, dismissal, and referral to law enforcement agencies for prosecution.

INFORMATION REGARDING REGISTERED SEX OFFENDERS

Information regarding registered sex offenders is made available to the public under section 170101 (j) of the Violent Criminal Control and Law Enforcement Act of 1994. This information may be obtained from the Florida Department of Law Enforcement by visiting their website at [HYPERLINK http://www.fdle.state.fl.us](http://www.fdle.state.fl.us). The internet may be accessed by students and staff from any open computer lab on campus. FDLE also has a toll-free number (1-888-357-7332) for information. Requests may be made between the hours of 8:00am and 7:00pm, Monday through Friday.

CRIME STATISTICS

The following statistics are provided for your information in compliance with the Jeanne Clery Disclosure of Campus Security Act and Campus Crime Statistics Act. South University- Tampa prepares the crime statistic policies annually by gathering all reported data and preparing a report for its employees and students. Moreover, local/state police agencies are contacted regularly to maintain a working relationship and formulate statistics for the annual crime statistics report.

