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MISSION
It is the mission of Denmark Technical College Department of Campus Police to provide a safe environment for all persons that enter the gates of the Denmark Technical College Community.

CAMPUS POLICE OFFICERS
The Department of Campus Police & Security (located in Building 022) enforces state, county, and municipal laws, rules, and regulations for the protection and security of persons and property at Denmark Technical College.

Denmark Technical College’s Police Officers are commissioned state constables by the Governor with full police powers and state-wide authority. All state statutes are enforced in accordance with the laws.

A crime is reported when it is brought to the attention of a campus police or security authority or the local police by a victim, witness, and/or other third party or even the offender.

CAMPUS LAW ENFORCEMENT/SECURITY
Denmark Technical College provides full service police protection to the campus community through its campus police and security department. Campus police officers are commissioned as state constables with state wide jurisdiction and have complete police authority to arrest anyone involved in illegal acts on campus and areas off campus. Campus police officers committed are trained by the Criminal Justice Academy. All offenses committed are referred to Student Services for disciplinary actions. All reported incidents and accidents are investigated and reports are sent to the State Law Enforcement Division (SLED).

Information received about criminal activity engaged in off campus locations will be provided to the Dean of Students for disciplinary action.

REPORTING CRIME
Reporting Crime(s) or Other Emergencies
Criminal actions or other emergencies occurring on campus should be reported immediately. If an officer on patrol is not in the area, a person can call the campus police office at extension (803) 793-5173, (non-emergency) dial 911 (emergency). Several areas on campus are equipped with a radio that will be able to notify the officer on duty. These office(s) are listed below:

1. All Dormitories Supervisors
2. Business Office
3. Student Service Area
4. Financial Aid
5. Admission and Records
6. Book Store
7. Cafeteria
8. President’s Office
9. V.P. for Academic affairs
10. V.P. for Institutional Research
11. Physical Plant Director
12. STAR Center Director
13. Director of Career Planning & Placement

Criminal activities may be reported to the following person(s) and number(s) below:

Chief of Campus Police 803-793-5173 or 803-682-3575
Campus Police 803.824-9121

DTC Campus Contact #’s

Exe. Dean of Students
Mrs. Avis H. Gathers
(803) 682-0776

V.P. for Fiscal Affairs
Mr. C. Bonnette
(803) 383-3526
Security of and Access to Campus Facilities
The Vice President for Fiscal Affairs, Campus Police and Security are responsible for campus safety/security. The College has police officers and Security staff on duty (24-hours a day), seven days a week to try and maintain that the buildings and grounds are secured and safe for a learning and working environment. The following facilities procedures need to be adhered to:

1. Anyone who needs access to a building after normal class hours, weekends, and holidays must notify the officer on duty prior to entering and after leaving the building. The campus police office (located in Building 022) can be contacted by dialing (803) 793-5173 or 682-3575 to speak with the officer on duty. This applies to individuals who have keys, those who have access to keys and for those who do not have access to keys.
2. No one is permitted to open doors for individuals who do not have keys during the hours mentioned above except campus police and security personnel who have been authorized to do so by their supervisor.

3. Individuals who have been assigned to keys are not allowed to loan or entrust their keys to others. The individuals to whom key assignments have been made are and will be held responsible for the security of their respective areas.

4. When a faculty or staff member opens a building or a section of a building for student activities, the students must be supervised during the entire time they are in the building. It is the responsibility of the supervised faculty and/or staff member to secure the building when the activity has ended.

5. At the close of the business or instructional day, it is the responsibility of the individual supervisor(s) or faculty member(s) to secure their respective work areas. This includes windows, doors, and any other means by which unlawful or unauthorized entry might be made.

Please be reminded that the campus police and security staff have many other responsibilities and are here for the overall safety of the College. Therefore, they will only be able to accommodate requests to open doors after their primary mission has been completed or only under emergency conditions to better serve your needs. A request for “Use of facilities” form should be approved by the campus police office prior to the date of the event.

Access to the resident halls is provided by dormitory supervisors. Students must present a valid Denmark Technical College identification card when asked by the proper authority.

**Alcohol/Drug Policy**

It is the policy of the South Carolina Technical College System to provide a drug-free, helpful, safe and secure work and educational environment. Employees and students are required and expected to report to their work, class or student activities in appropriate mental and physical condition to meet the requirements and expectations of their respective roles.

The South Carolina Technical College System prohibits the unlawful manufacture, distribution, dispensation, possession or use of narcotics, drugs, other controlled substances or alcohol at the workplace and in the educational setting. Unlawful for
these purposes means in violation of federal/state/local regulations, policy, procedures, rules and legal statutes.

Workplace means either on agency premises or while conducting agency business away from the agency premises. Educational setting includes both institutional premises or in approved educational sites off campus.

In order to prevent the consequences of alcohol and/or drug abuse at the workplace and in the educational setting, the South Carolina Technical College System has implemented this policy to ensure a drug-free work and educational environment.

The South Carolina Technical College System recognizes that chemical dependency through the use of controlled or uncontrolled substances, including alcohol, is a treatable illness. The agency supports and recommends employee and student rehabilitation and assistance programs, and encourages employees and students to use such programs.

All locations will also implement drug-free awareness programs for employees and students. Such programs will annually ensure employees and students are aware that:

1. Alcohol and other drugs at the workplace and in the educational setting are dangerous because they lead to physical impairment, loss of judgment, safety violations and the risk of injury, poor health risks and effects of controlled substances and alcohol will be provided to students and employees.
2. Alcohol and other drug abuse can also significantly lower performance on the job and in the classroom, thus impacting on the agency and the College Mission, as well as seriously affecting the student's educational and career goals.
3. Employees must report any personal conviction under a criminal drug statute for conduct at the workplace to their personnel officer within five days.
4. It is a condition of employment and admission that all employees and students must abide by the policy on alcohol and other drugs use and related procedures/statements/laws/guidelines. Violation of any provisions may result in disciplinary action up to and including termination or expulsion respectively, and may have further legal consequences consistent with federal and state laws and regulations. Additionally, management may require an employee or student to enter an employee/student assistance or drug rehabilitation program as a condition of employment or enrollment.
5. Use of employee assistance programs (EAP), student assistance programs, (SAP); or drug/alcohol rehabilitation services is encouraged.
a) It is against institutional policy to have and use either alcohol or drugs on campus.
b) Students with alcohol or drugs in their possession are subject to the S.C. Code of Laws that deals with alcohol and drugs.
c) Law Enforcement Officers will conduct periodic surveillance. Violators will be prosecuted in accordance with the law.
d) Possession of any alcohol or non-prescription drugs is prohibited. The sale, barter, exchange or gift of such drugs or alcohol from anyone without legal authority to possess them is prohibited. Violators will face disciplinary actions which could result in suspension form school or prosecution by law. NOTE: Penalty for possessing, using, or distributing narcotics or unlawful drugs on or off Denmark Technical College Property: ANY STUDENT WHO IS FOUND TO BE IN THE POSSESSION OF, USING, OR DISTRIBUTING ANY NARCOTICS OR UNLAWFUL DRUGS ON OR OFF DENMARK TECHNICAL COLLEGE PROPERTY WILL BE EXPULLED FROM THE COLLEGE AND REMOVED FROM THE CAMPUS IMMEDIATELY.

Drug Testing Policy
It is the policy of Denmark Technical College to provide a drug free, healthful, safe and secure education and work environment for its students. Students are required and expected to report to class in an appropriate mental and physical condition to meet the requirements and expectations of their classes.

Anyone who displays physical impairment and/or behavior abnormalities of such an aggressive nature that College Administrators feel there is “probable or reasonable cause” that the individual may disturb the educational environment and/or cause bodily harm to the welfare of others will be subject to a drug test.

Violation of any provisions found in the testing may result in disciplinary action up to and including expulsion, and may have further legal correspondences consistent with federal and state laws and regulations.

Smoke-Free Environment Policy
For Denmark Technical College to fulfill its role and responsibility to provide a safe and healthy environment for faculty, staff, and students, it is essential to eliminate exposure to the toxic substances produced by tobacco smoke. Smoking is prohibited inside all facilities at the College.
Parking Traffic Regulations

General
1. All South Carolina State laws and Bamberg County laws apply on the Denmark Technical College campus unless specifically superseded by Denmark Technical College's regulations.
2. The Bamberg County Court has jurisdiction over all traffic and parking offenses.
3. Drivers must obey the instructions of designated traffic controllers.
4. All posted traffic signs and signals must be obeyed.
5. Uniform state and Denmark Technical College citations will be issued to violators.
6. Traffic, parking and registration violation fines may be paid to the Business Office. Failure to pay at the Business Office will result in a summons to magistrate’s court and additional fines imposed.
7. Denmark Technical College assumes no responsibility for any vehicle or its contents.
8. Vehicle traffic on campus between the hours of 1:00 a.m. and 7:00 a.m. is restricted.
9. Vehicle accidents on campus must be reported to the campus police office immediately.
10. Pedestrians always have the right of way.

Vehicle Registration
Temporary parking permits are issued for any reasonable need by the Denmark Technical College Department of campus police.
1. All vehicles of faculty/staff and students regularly or occasionally driven on campus must be registered with the Denmark Technical College campus police.
2. Identification decals or visitor’s passes must be displayed as directed.
3. Vehicle registrants are responsible for all non-moving and parking violations.

Traffic Controls
1. Parking, standing, loading and unloading are prohibited on yellow curbs and where posted.
2. Parking on grass in front of shop buildings or doorways is prohibited.
3. Fast take-offs, loud mufflers, or loud radios are not allowed on campus.
4. Vehicles are not allowed to be parked or stand in a lane of traffic except to avoid an accident.

Parking Decals
1. All decals must be displayed on the left side of the front windshield.
2. Vehicle decals should be removed upon expiration or when a student’s or employee’s status changes.

**Speeding and Failing to Stop for Stop Sign**
The speed limit on campus is 15 m.p.h. Violators will be issued a uniform ticket and summons to magistrate court. Violators will be fined no less than $50 (30 days) and/or tow or more points will be assessed on their driver’s license.

**Loitering on Campus**
Loitering on campus at night after visiting hours is prohibited. Students are requested to either be in dormitories or leave the campus. Students may be stopped by the officer on duty and asked to present a student ID card to determine status. Students are requested to adhere to laws, rules, and regulations provided to promote safety and security at the College.

**Weapon on Campus**
Possession of any kind of weapon, i.e., hand guns, fireworks or explosives is prohibited on any property owned or operated by Denmark Technical College.

**NOTE:** Penalty for possession of firearms or other dangerous weapons on or off Denmark Technical College Property: ANY STUDENT WHO IS FOUND TO BE IN THE POSSESSION OF A FIREARM OR OTHER DANGEROUS WEAPONS WHILE ON OR OFF DENMARK TECHNICAL COLLEGE PROPERTY WILL BE EXPELLED FROM THE COLLEGE AND REMOVED FROM THE CAMPUS IMMEDIATELY.

**PLEASE NOTE:** Denmark Technical College expressly prohibits the possession of alcohol and drugs; firearms or other dangerous weapons; and fighting (on campus and/or off campus). The penalty for violation of this regulation is suspension and/or expulsion from the College.

**Sexual Assault/ Sex Offender Registry**
**Campus Sexual Assault Procedure**
Sexual assault is a violent act of aggression. Studies show that at least 25% of female college students are victims of rape or attempted rape and 84% know their attacker. Victims of sexual assault are urged to report the crime. Persons who commit this crime are known to repeat the act and cannot be caught or stopped without the victim’s assistance. The following applies to all members of the Denmark Technical College community: students, faculty, administrators, staff, contract employees and visitors.
Denmark Technical College is committed to providing an institutional environment where all persons may pursue their studies, careers, duties and activities in an atmosphere free of all threat of unwelcomed and unwanted sexual actions. It strongly condemns sexual offenses and will not tolerate sexual offenders and supports those who have victimized.

Denmark Technical College urges all students and personnel to exercise sound judgment when moving about the campus. Dormitory students are informed during student orientation to lock their doors and windows at all times. They should let someone know where they are going and should not walk alone, particularly at night.

If a sexual assault occurs on campus, the Campus Police should be notified immediately. If the responding officer is not a female, a female officer or female authority figure will be summoned. The main objectives are to get medical assistance for the victim and preserve the crime scene. The College Nurse, the President, the Executive Dean of Student Services and the Chief of Campus Police should be notified immediately. Every effort will be made by College personnel to handle sexual assault with the utmost discretion.

Sexual assault is committed against a person’s will, as well as evidenced by refusal of consent or the use of force, threat or intimidation, or against a person who by virtue of mental incapacity or physical helplessness, is unable to give or withhold consent. This includes, but is not limited to, incapacity or helplessness caused by alcohol or other drugs. Intoxication of the assailant shall not diminish the assailant’s responsibility for sexual assault.

If sexual assault occurs off-campus, the police officers from the proper jurisdiction should be notified immediately. Emergency Medical Services should be notified. In order to have the evidence needed for investigation, the victim should avoid douching, showering, changing clothes, brushing teeth, drinking or disturbing the crime scene in any way.

The College will respond promptly, fairly and decisively to all reports of sexual assault. Members of the College community accused of these actions will be subject to College disciplinary procedures when the alleged incident has occurred on campus or when the action has occurred off campus and materially affects the learning environment or operations of the College.

Sexual assaults are serious violations of the College’s student code, faculty standards and College employee policies. They are crimes under state law and are punishable by
fines and/or imprisonment. In addition, these actions are subject to civil suit for damages. Denmark Technical College makes assistance available to those who have been affected by sexual assault through the Office of the Executive Dean of Student Services and the campus police office.

**Sex Offender Registry**
The State Law Enforcement Division (SLED) maintains a system for making certain that registered sex offenders information is available on the website. The web address for the SLED State Sex Offender Registry is: [www.sled.state.sc.us](http://www.sled.state.sc.us) This web address allows you to search for offenders by name, city, county, or zip code.

**Timely Warning Notices**
College campuses will get immediately emergency warnings under new Higher Education Law signed by President Bush. Colleges will now be required to “immediately notify” their students and staff upon confirmation of a significant emergency on campus. Immediate notification of an emergency will enable students and employees to better protect themselves and save lives. Denmark Technical College will make notifications via emails, campus police radio, Campus Cruiser Emergency system, communication with other local Law Enforcement agencies, and distributing memos in areas on campus as well as electronic message boards throughout the campus.

**Daily Crime Log**
Crime logs are maintained by the campus police department. This information is made available daily in a daily crime log book. The Daily Crime Log will consist of the following: Nature, Case Number, Time and Date occurred, Location and Disposition.

The Daily Crime Log is available for Public inspection at the Department of campus police, located in Building 022. Reports are not logged in, until the report is brought to the attention of the campus police/security. In addition to recording reported crimes that occur on campus, in or on non-campus building(s) or property, or on public property within the patrol jurisdiction of the campus police or security department are also entered into the crime log.
DENMARK TECHNICAL COLLEGE

Crime Awareness and Security Report

Information Sheet

The Crime Awareness and Campus Security Act of 1990 requires’ that Denmark Technical College publish and distribute an annual security report containing information on campus security policies and procedures as well as campus crime statistics. This annual report will be made available, upon request, to all current students, employees, and to any applicant for enrollment or employment. Associated policies and procedures are located in the library. Please note the following crime statistics.

January 1, 2009 - December 31, 2011

Registered Sex Offenders (www.sled.state.sc.us)

These Crime Statistics reports were compiled by Denmark Technical College Department of campus police.

Campus Crime Statistics


The CLERY Act requires higher education institutions to give timely warning of crimes that represent a threat to the safety of students or employees and to make public, their campus security policies. It also requires that crime data are collected, reported and disseminated to the campus community and are also submitted to ED. The act is intended to provide students and their families, as higher education consumers with accurate, complete and timely information about safety on campus so that they can make informed decisions.