



Baton Rouge Community College 2014 Annual Security & Fire Safety Report



Baton Rouge Community College
201 Community College Drive
Baton Rouge, LA 70806

Baton Rouge Community College Nondiscrimination Statement

Baton Rouge Community College does not discriminate on the basis of gender in admission to or employment in its education programs or activities. Title IX Coordinator is Dr. Albert Tezeno, Vice Chancellor for Enrollment Management & Student Support, 201 Community College Drive, Baton Rouge, Louisiana, 70806 – 225.216.8068.

The Family Educational Rights and Privacy Act of 1974, as amended (also sometimes referred to as the Buckley Amendment), is a federal law regarding the privacy of student records and the obligations of the institution, primarily in the areas of release of the records and the access provided to these records. Any educational institution that receives funds under any program administered by the U.S. Secretary of Education is bound by FERPA requirements. Institutions that fail to comply with FERPA may have funds administered by the Secretary of Education withheld.

A Member of the Louisiana Community and Technical College System (LCTCS)
Baton Rouge Community College is an Equal Opportunity/Equal Access Employer

Baton Rouge Community College Campuses

Acadian Campus

3250 North Acadian Thruway E
Baton Rouge, LA 70805

Mid-City Campus

201 Community College Drive
Baton Rouge, LA 70806

Baton Rouge Community College Non-Contiguous College Properties

Baton Rouge Metro Airport

9430 Jackie Cochran Drive
Baton Rouge, LA 70811

Business Training Center

350 North Donmoor Drive
Baton Rouge, LA 70806

Hooper Road

10700 Hooper Road
Baton Rouge, LA 70811

BRCC Jackson

3337 Highway 10
Jackson, LA 70748

James M. Frazier

555 Julia St
Baton Rouge, LA

BRCC New Roads

605 Hospital Road
New Roads, LA 70760

Port Allen

3233 Rosedale Road
Port Allen, LA 70767

Westside

25250 Tenant Road
Plaquemine, LA 70764

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Availability of BRCC's Annual Security Report

This report includes statistics for the previous three years concerning reported crimes that occurred in on-campus buildings owned or controlled by Baton Rouge Community College; and on public property within, immediately adjacent to, or accessible from the campus. The report also includes institutional policies concerning issues of campus security, such as sexual assault and other matters.

BRCC's annual security report is made available to the general public via the BRCC Police Department section of BRCC's website. A notice of the report's release and availability is disseminated electronically to all current students, faculty, and staff members; this notice includes the following direct link to the report:

http://www.mybrcc.edu/index.php?option=com_content&view=article&id=198&Itemid=326

If necessary, a paper copy can be obtained by contacting Baton Rouge Community College's Police Department at 225-216-8001, or by Email at publicsafety@mybrcc.edu.

The Annual Security Report is also composed of a Daily Crime Log used to record alleged criminal incidents reported to campus police or security departments. Crime log entries include *all* crimes reported to campus police or security departments, in addition to *Clery-Act* Crimes.

Baton Rouge Community College provides the Daily Crime Log in electronic format for all criminal incidents reported to the BRCC Police Department within the 60-day period prior to October 1 annually. Requests for data can be made on-site during normal business hours at the BRCC's Police Department (Bienvenue Building) located on the Mid-City Campus at 201 Community College Drive, Baton Rouge, LA 70806.

Legal Requirements of the Campus Security (Jeanne Clery) Act

The *Campus Security Act* (also known as the *Jeanne Clery Act*) requires colleges and universities to:

- Publish an annual report every year by October 1 that contains three years of campus crime statistics and certain campus security policy statements;
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police or security, local law enforcement, and other college officials who have "significant responsibility for student and campus activities;"
- Provide "timely warning" notices of those crimes that have occurred and pose an ongoing "threat to students and employees;" and
- Disclose in a public crime log "any crime that occurred on campus... or within the patrol jurisdiction of the campus police or campus security department and is reported to the campus police or security department."

It should be noted that BRCC does not have off-campus student clubs/organizations. While BRCC student clubs/organizations may conduct activities off campus, college regulations require the approval of the college administration and the presence of a faculty/staff advisor(s) at all such activities. These advisors serve as monitors for such events and can notify the appropriate law enforcement authorities of any criminal activity.

The Baton Rouge Community College (BRCC) Police Department is responsible for preparing and distributing this report, which is compiled through a cooperative effort with other departments of the College, such as the Dean of Students and local law enforcement agencies.

We encourage members of the Baton Rouge Community College community to use this report as a guide for safe practices both on and off campus.

BATON ROUGE COMMUNITY COLLEGE POLICE DEPARTMENT

BRCC's Police Department is charged with the responsibility for on-campus security, safety, law enforcement, emergency services, picture I.D.'s, traffic, and parking on campus. The department is located in the Bienvenue Building, which is commonly referred to as the Student Center. The department operates on a schedule that encompasses college operating hours and employs full-time, commissioned police officers along with non-commissioned support staff. Police officers must successfully complete a certified police academy approved by the Louisiana Peace Officer Standards and Training (POST) Commission. The training curriculum is mandated by P.O.S.T. and includes such topics as criminal law and procedures, patrol and investigation practices and techniques, firearms, first aid, and physical training. BRCC police officers provide an range of police services and constantly strive to increase professional growth and enhance law enforcement skills by providing an array of in-service training programs, refresher or recertification courses annually. Types of police services and training attended may include but are not limited to the following:

- Bicycle Patrol Unit
- Vehicle Patrol/ Foot patrol
- Criminal Investigations
- Provide Escorts
- First-Aid/CPR Training
- Security & Awareness Training
- Annual Firearms training & qualification
- Active Shooter Training:
 - a. Classroom Training
 - b. Scenario Based Training
 - c. Coordinated Training with local law enforcement
 - d. Active Shooter Policy
- Community Policing
- Emergency Equipment & Functionality



The Baton Rouge Community College Police Department is committed to serving the constituents of the college and promotes the safety and wellbeing of all. Our officers continually monitor the needs of our constituents, adjust when needed, and continue to seek innovative approaches to resolve conflict.

BRCC police officers are vested with all of the powers, authority, and responsibilities granted to any police officer of the state while on property owned by the college, (including adjacent public streets) as set forth in Section 17:1805 of the Louisiana Revised Statutes. The BRCC Police Department cooperates fully with federal, state and local law enforcement agencies in cases which involve both on-campus and off-campus jurisdiction, or when the resources of another agency can be used to facilitate the resolution of an investigation.

All BRCC police personnel derive their authority from the **Louisiana Revised Statutes 17:1805:**

L.R.S. 17:1805 Authority of university or college police officer

- A. (1) Those persons who are university or college police officers responsible for maintaining general order and exercising police power on the campus of a state supported or private college or university shall be designated as university or college police officers.
- (2) Each as such person named as police officer by the president of the college or university shall be commissioned as a university or college police officer by the Department of Public Safety and Corrections or as provided in Subsection E of this Section. Such commission shall remain in force and in effect at the pleasure of the employing college or university.

- (3) While in or out of uniform, these police officers shall have the right to carry concealed weapons and to exercise the power of arrest when discharging their duties on their respective campuses and on all street, roads, and right-of-way to the extent they are within or contiguous to the perimeter of such campuses. In the discharge of their duties on campus and while in pursuit on or off the campus, each university or college police officer may exercise the power of arrest.
 - (4) Each such police officer shall execute a bond in the amount of ten thousand dollars in favor of the state for the faithful performance of their duties. The premium bond shall be paid by the employing institution.
- B. Any person arrested by a college or university police officer, in the exercise of the power hereinabove granted, shall be immediately transferred by such officer to the custody of the sheriff or city police wherein arrest occurs.
- C. On and after January 1, 1975, no person shall be commissioned as a college or university police officer, unless prior to such commissioning the person has, as a minimum requirement, completed and graduated from the six-weeks program of the Basic Law Enforcement Training Academy of Louisiana State University and Agricultural and Mechanical College or possesses equivalent training or experience.
- D. Upon authorization by the chief administrative officer of the educational institution, a college or university police officer shall have authority to discharge his duties off campus as follows:
- (1) If engaging in intelligence gathering activity.
 - (2) When investigating a crime committed on campus.
 - (3) When transporting prisoners in furtherance of duties as set forth in this Section
 - (4) When transporting money, securities, or other valuables on behalf of the college or university.
 - (5) While providing security or protective services for visiting dignitaries to the college or university both on and off the campus.
 - (6) If specifically requested by the chief law enforcement officer of the parish or city.
- E. Notwithstanding any of the provisions of this Section to the contrary, any state supported or private college or university situated within the territorial limits of any municipality having a population in excess of two hundred fifty thousands persons may, at the option of said college or university, have its campus police officers commissioned as university or college police officers by such municipal or city police department, rather than the Department of Public Safety, upon complying with the requirements and regulations as may be prescribed by said municipal or city police department for the commissioning of special officers. Such commissions issued by a municipal or city police department shall confer upon such campus police officers all rights and privileges as are enumerated in this Section with respect to officers commissioned through and by the Department of Public Safety; provided, however, that such officers shall not be entitled to supplemental pay for municipal police officers.
- F. Notwithstanding any provision of this Section to the contrary, on July, 1991 and thereafter, no person shall be commissioned as a university or college police officer by the Department of Public Safety and Corrections or as otherwise provided in Subsection E of this Section until there has been a determination made by the commissioning authority that the particular public or private college or university name the police officers is in compliance with the provisions of R.S. 17:3351 (C), or, in the case of a private college or university, is in compliance with substantially similar requirements adopted by the particular institution, relative to reporting certain statistics on reported criminal offenses, adopting certain written security policies and procedures, and publishing certain such policies and procedures.
- G. Each person who is employed as a full-time college or university police officer may carry a concealed handgun, whether in uniform or not and whether on or off duty, provided the person meets the requirements for college and university police officers set forth in this Section and is certified by
- H. the Council on Peace Officers Standards and Training.

(Acts 1968, No. 529, §§1, 2; Acts 1974, No. 269, §1; Acts 1978, No. 754, §1; Acts 1979, No. 594, §1; Acts 1981, No. 874, §1; Acts 1984, No. 478, §1; Acts 1990, No. 916, §1, eff. July 25, 1990; Acts 1991, No. 289, §8; Acts 1995, No. 1192, §1; Acts 1997, No. 508, §2.)

Co-ordination of law enforcement efforts with other agencies

Baton Rouge Community College maintains memoranda of understanding and operational agreements with local, parish, and state law enforcement agencies. The BRCC Police Department responds to all emergencies on campus that may pose an immediate threat to the health or safety of BRCC's students, faculty, staff or visitors and investigates criminal activity and incidents committed on BRCC property.

In the event of an emergency or crisis on campus that requires additional law enforcement support, the college will call upon the **Baton Rouge City Police Department (BRPD)** as the primary agency to assist in handling major crimes/incidents occurring on BRCC property. The Louisiana State Police will give additional forensics and investigative support in handling suspicious persons and major incidents. The East Baton Rouge Parish Sheriff's Office will provide extra assistance as needed. BRPD, as the primary assisting law enforcement agency, may coordinate with other assisting law enforcement agencies and emergency responders, and designate operational responsibility as needed to assist in managing the incident or emergency.

This interagency Operations and Protocol Agreement between all parties clarifies agency jurisdiction and the collaborative roles and responsibilities of each agency as required by the Higher Education Act (HEA), amended July 2010.

Campus Security Authorities (CSA)

The *Clery Act* (and its accompanying guidance from the Department of Education) considers certain personnel members at colleges and universities to be *Campus Security Authorities (CSA)*. In addition to all members of an institution's campus police/security department, Campus Security Authorities also include:

- 1) Any individual or individuals who have responsibility for campus security but who are not part of the campus police department or campus security department (e.g., an individual who is responsible for monitoring the entrance into college/university property).
- 2) Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- 3) An official of an institution who has significant responsibility for student and campus activities, including (but not limited to) student housing, student discipline, and campus judicial proceedings.

An *official* is further defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.

Examples of CSAs include (but are not limited to) the Dean of Students, Athletics team coaches, and faculty/staff advisors of student clubs/organizations. Pastoral counselors and professional counselors functioning within the scope of those roles are *not* considered to be CSAs. A listing of individuals BRCC identifies as its Campus Security Authorities is maintained by the College's Police Department.

Encouragement of Prompt Reporting

It is the policy of Baton Rouge Community College that *all* crimes be promptly reported to campus police, campus security authorities, and/or other law enforcement agencies as appropriate. BRCC's All-Hazards Emergency Response Plan provides information to aid in the rapid and accurate reporting of various incidents, such as important details to report and the location of all on-campus emergency phones. Additionally, this policy is reflected in the statements posted on various informational materials (including this document's section on *Reporting Crime or Emergencies*, below), which encourage faculty, staff, and students to immediately report all suspicious activity to campus police.

Reporting Crime or Emergencies

Anyone who is involved in an emergency situation, is the victim of a crime, or witnesses any criminal activity while on BRCC's campus should notify BRCC's Police Department as soon as possible by dialing (225) 216-8888 (6-8888 from any campus line), or using any of the following campus emergency phones:

- **Red Emergency Phones**, located in every campus building and at strategic locations around campus;
- **Emergency Call Boxes**, with user instructions, located in the garage on each level near the stairwells and elevators;
- **Solar-Powered Outdoor Call Stations**, with blue lights, located throughout the campus grounds and parking lots.

Students can also personally notify any uniformed BRCC police officer patrolling on-campus, or any of the individuals BRCC has designated as a Campus Security Authority (CSA) as defined under the Jeanne Clery Act.

Off-campus crimes may be reported to the Baton Rouge Police Department or the East Baton Rouge Sheriff's Office; both of these law enforcement agencies can be reached by dialing 911.

Crimes should be reported promptly to Baton Rouge Community College to ensure inclusion in annual crime statistics and to aid in providing timely warnings to the community when appropriate. Reports of crimes made to non-law-enforcement CSAs are forwarded to BRCC's Department of Public Safety for appropriate action.

Individuals who wish to file a report of criminal activity should note that while BRCC's Police Department accepts reports made anonymously, BRCC Police are legally bound to investigate and take appropriate enforcement action on any criminal activity reported. Additionally, since all police reports are public records under state law, BRCC's Police Department cannot hold reports of crime in confidence.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

Initial Reporting

The Office of Environmental Safety and the BRCC Police Department actively monitor the campus for hazardous situations, as well as naturally-occurring conditions that can develop into emergencies, such as severe weather. Additionally, students, faculty, and staff are encouraged to report emergencies and/or any incident that pose an immediate or on-going threat to the health or safety of BRCC's students, faculty, staff, or visitors to the BRCC Police Department.

The BRCC Police Department is responsible for emergencies or incidents reported that pose a threat or danger to the BRCC Community. Upon confirmation, incidents are assessed to determine if additional resources are needed to maintain the safety of all constituents of the College. The BRCC Crisis Communication Team is immediately notified and will coordinate with the BRCC Police Department, and Media Relations to determine the content of the emergency message. The message will be communicated by utilizing various or all College emergency notification tools available to disseminate the information to all BRCC constituents.

Emergency Response

A. Determination of Notification

Taking into account the safety of the college community, BRCC's Crisis Communication Team will, without delay, take the following actions:

- Use the information reported to determine if the emergency is of significance to require notification to the campus and college community,
- Determine the content of any such notification and who should be notified, and
- Authorize the activation of the institution's emergency notification systems and dissemination of the notification identified by the College.

The BRCC Police Department may decline to take any action or disseminate any information that, in their professional judgment, would compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

B. Dissemination of Information

In keeping with its tradition of maintaining pace with current evolutions in technology, the college utilizes the following means to notify students, faculty, staff, and visitors of emergency situations:

- FirstCall Emergency Notification System
- Campus Email
- Campus-wide Public Address System
- BRCC Webpage Postings
- Media
- Social Media: Facebook (www.facebook.com);(www.twitter.com),

C. Evacuation Procedures

BRCC's Police Department has primary responsibility for evacuating the campus facilities and grounds. When an evacuation of a building is ordered, the evacuation will be performed in an orderly and safe manner. All faculty and staff are to assemble in designated areas. Evacuation orders may be given for multiple purposes.

1. Become familiar with work areas.
2. When the fire alarm is activated, prepare to evacuate immediately.
3. Do not panic, but walk quickly to the closest emergency exit.
4. Do not use elevators.
5. Walk in a single file on the right through corridors and stairwells.
6. Avoid unnecessary talking and keep the lines moving.
7. Individuals requiring assistance in evacuation should proceed to the stairwell entrance areas and wait for assistance.
8. If smoke is encountered, drop to the floor and crawl along the wall to the nearest exit.
9. When approaching closed door, feel the door with the back of your hand; if cool, carefully open the door and, if safe, proceed with the evacuation.
10. No one is allowed to return to the building unless authorized by the BRCC Police Department or other law enforcement personnel.

BRCC's Police Department, members of Facility Services and Safety Captains of each building will provide assistance with the transportation of disabled personnel and any other evacuation procedures as necessary.

BRCC complies with the National Fire Protection Association fire protection standards. The Louisiana State Fire Marshal's Office inspects and enforces the fire protection regulations on Campus. The Fire Marshal visit BRCC locations at least once a year to conduct inspections. If corrections are needed, the Environmental Safety Manager works in conjunction with members of Facility Services as a cooperative effort.

Evacuation from Campus

If the need exists to evacuate the campus or an area of campus, faculty, staff, students, and visitors will receive direction from law enforcement personnel and/or persons who are working in concert with the law enforcement agencies. Please follow directions given in order to effect a safe and rapid evacuation.

BRCC's Crisis Communication Team

The Baton Rouge Community College Crisis Communication Team is the group charged with executing the college's emergency response and evacuation procedures in the event of an emergency on campus. The Team is led by the college's Chief of Police and includes the following personnel:

- Chancellor
- Vice Chancellor of Academic Affairs
- Vice Chancellor of Administration and Finance/Audits
- Chief of Police
- Assistant Chief of Police
- Manager of Environmental Safety
- Chief of Facilities/Physical Plant
- Special Assistant to the Chancellor for Media Relations
- Chief Information Officer
- Vice Chancellor for Enrollment Management & Student Support

Testing Procedures

Annual testing of the emergency response plan is designed for the assessment and evaluation of the plan and capability. BRCC's Crisis Communications Team conducts emergency response exercises each year. Emergency response exercises may be in the form of a table-top exercise, drill, functional exercise or full scale. The emergency notification systems on campus are tested annually.

Additional information on the emergency response and evacuation procedures for BRCC is available to the general public and can be obtained by contacting the BRCC Police Department at 225.216.8001.

SAFETY POLICIES

Baton Rouge Community College makes every effort to ensure that the campus facilities, buildings, and grounds are designed and maintained in such a way as to promote safety and reduce criminal opportunity. Particular attention is paid to landscaping and exterior lighting.

Use and Security of College Facilities

With the exception of events open to the general public and advertised as such, BRCC's facilities and programs are generally reserved for accomplishing the objectives and programs of the College. As an institution of higher education funded by the State of Louisiana, BRCC is considered public property – however, access is reserved for those who have legitimate business with the college (students, faculty/staff, authorized visitors, etc.) and who have not been restricted from campus (e.g., recipients of disciplinary suspensions). Visitors and groups not affiliated with BRCC seeking to utilize college facilities are expected to make prior arrangements with the appropriate office. Authorization to use BRCC facilities is determined by BRCC Administrators and College regulations.

During normal operating hours, campus buildings are available to the public. Security-sensitive and non-public areas (such as some offices) may have access restricted to authorized personnel even during normal operating hours.

After business hours, when college offices are closed but weekend/evening classes are being held, certain areas within buildings (such as offices requiring swipe-card access) become locked, requiring personnel to have the proper identification for entry. When the college is closed for the night and during holidays, all campus buildings are locked.

BRCC Police and Facilities personnel have full access to campus facilities during both regular and non-business hours for security and maintenance purposes. Both departments' personnel wear uniforms clearly identifying them as BRCC college employees.

BRCC currently does not have dormitories or residential facilities for students either on- or off-campus.

Academic and Administrative Buildings

Academic and administrative buildings are secured by personnel of the BRCC Police Department. Hours of security may vary from building to building, depending upon use. These buildings contain fire safety equipment that includes smoke detectors and/or heat sensors that activate the central fire alarm system.

Weapons Policy

The use of weapons by BRCC's Police Department is governed by state law and departmental regulation. LRS 14:95.2 prohibits the possession or use of a dangerous weapon by students, employees, or visitors while on campus.

Sales or Use of Illegal Drugs

Baton Rouge Community College complies with all federal and state laws which prohibit the use, possession, and sale of illegal drugs. BRCC is a drug-free zone under Louisiana law and will not shield any student, employee, or visitor from action by civil authorities.

Sales or Use of Alcoholic Beverages

Baton Rouge Community College complies with all federal and state laws which regulate the sale and use of alcohol. The college neither condones nor shields from prosecution any individual found in violation of Louisiana Alcoholic Beverage Control laws. LRS 14:93.11 prohibits the purchase, possession or consumption of alcoholic beverages by those less than 21 years of age. The College does authorize the consumption of alcoholic beverages on campus for sanctioned events complying with state law.

TIMELY WARNINGS

It is the policy of BRCC and its Police Department to keep the campus community informed of serious incidents. Working in conjunction with other college departments, the Police Department will issue Safety Bulletins in a timely manner to the campus community about crimes in and around the campus. When the department receives information that a violent crime against a person or a serious threat to property has occurred or is imminent, a Safety Bulletin will be sent out via Email and the campus' First Call Emergency Notification System. A Crime Alert will also be posted to the BRCC Department of Public Safety Website. The Safety Bulletin and Crime Alert will contain the following information:

- **Type of incident.**
- **Time of the incident.**
- **Location of the incident.**
- **Description of the suspect(s).**
- **Summary of the incident.**
- **If possible, information that could help avoid a similar incident.**

If a crime or serious incident is reported to a non-police campus administrator, that administrator should notify the BRCC Police Department of the incident. Working with the reporting administrator and other campus officials, the Police Department will decide whether or not to issue a Safety Bulletin and/or Crime Alert.

SAFETY PROGRAMS & CAMPUS RESOURCES

BRCC uses a variety of means to inform students and employees about campus security, crime prevention, and personal safety principles applicable on- or off-campus. The college generally conducts a safety event semi-annually on a relevant topic (e.g., safeguarding identity, physical defense tactics, etc.). Additionally, various college brochures and publications such as this one include campus crime prevention and safety information. Finally, BRCC may post information

on its social media outlets that addresses present issues of campus safety, based on current events and/or situations at other colleges and universities.

Campus Shuttle

BRCC's Facility Services provides free shuttle service for all BRCC faculty, staff, and students traveling to and from our Mid-City Campus, Acadian Campus, and the James M. Frazier Sr. Building located at 555 Julia Street, Baton Rouge, LA. The campus shuttle is operated by Facility Services staff 7:00 a.m. - 6:00 p.m. Monday through Friday when school is in session.

Lighting

BRCC police officers, the Environmental Safety Manger, and Facility Services personnel examine the campus on a daily basis to ensure adequate lighting. BRCC's Police Department conduct a lighting report on a daily basis and submit findings to the Environmental Safety Manger, who works in conjunction with Facility Services for any areas requiring lighting repairs and/or additional illumination.



Campus Call Boxes

BRCC has Emergency Call Boxes located throughout the campus grounds. Additionally, Emergency Red Phones are located within campus buildings and in each classroom. These call boxes and phones are designed for emergency use only; they are connected directly to BRCC's Police Department and are monitored during college hours of operation. To activate a call box and receive an immediate response from BRCC's Police Department, individuals need only to push the call button. Emergency phones can simply be picked up for activation.

RAPE, SEXUAL VIOLENCE, RELATIONSHIP VIOLENCE, AND STALKING

Baton Rouge Community College is diligent in its attempt to provide a safe environment in preventing and responding to incidents of rape and sexual violence, relationship violence, and stalking. Sexual violence in any form, including but not limited to rape, relationship violence and stalking is prohibited by College policy. The College will take appropriate action to prevent, deter, and discipline behavior that violates campus policy and other regulations forbidding any form of sexual harassment or sexual assault.

Sexual violence includes a range of behavior in which an act of a sexual nature is taken against another person without her / his consent or when he or she is unable to consent. In March of 2013 The Campus Sexual Violence Elimination Act (SaVE or act) was passed as part of the Violence Against Women Reauthorization Act (VAWA). As a result, colleges and universities that participate in financial aid programs under Title IV of the Higher Education ACT of 1965 are required to expand their crime reporting obligations implement specific policies and procedures, and training related to sexual violence and intimate partner violence. Additionally, the Campus SaVE Act requires institutions to adopt primary prevention and awareness programs for all incoming students to promote the awareness of rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking.

Overall, BRCC seeks to reaffirm its commitment in eliminating sexual violence and provide guidelines to support students in understanding the Sexual Violence Policy for all members of the community.

What is Sexual Violence?

Sexual violence is a term that identifies a range of behaviors in which an act of a sexual nature is taken against another person without his or her consent or when he or she is unable to consent. There are other types of gender-based misconduct such as harassment, dating violence, stalking, invasion of privacy, etc. that are not physical acts of sexual violence but are also prohibited by law and College policy. Examples of Sexual Violence include, but are not limited to:

- The unwanted touching or attempted touching of a person's breast/chest, buttocks, inner thighs, or genitalia.
- Forced penetration of another person's oral, anal or genital opening with a body part or any object.

Sexual violence may be committed by:

- Physical force, violence, or threats
- Coercion or intimidation
- Ignoring the objections of another person
- Causing another's intoxication or impairment with alcohol or drugs
- Taking advantage of another person's intoxication, incapacitation, unconsciousness, state of intimidation, helplessness, or other inability to consent.

What is Consent?

Consent is defined as: an affirmative decision to engage in mutually agreed upon sexual activity and is given by clear words or actions. Consent may not be inferred from silence, passivity, or lack of resistance alone. Furthermore, consent to one form of sexual activity does not imply consent to other forms of sexual activity, and the existence of a current or previous dating, marital, or sexual relationship is not sufficient to constitute consent to additional sexual activity. Expression of agreement shall not constitute consent if a person who because of youth, disability, intoxication or other condition is unable to lawfully give his or her consent gives it.

Policy Statement

BRCC prohibits rape & sexual violence, relationship violence and stalking at all BRCC locations and will take appropriate action to prevent, correct, and discipline behavior that violates college policy. Those within the campus community, who are found responsible for rape or other sexual violence, relationship violence and/or stalking, are subject to College sanctions which can include but are not limited to suspension, expulsion, and/or separation from the College. In addition, an individual charged may be subject to prosecution by the Office of the District Attorney under Louisiana Criminal Statutes.

Sexual assault is defined as an act of violence in which a person subjects a victim to contact of a sexual nature against the victim's will. Although sexual assaults may differ, the various forms of sexual assault are defined under Louisiana law and include (but may not be limited to) rape, assault to commit rape, sexual battery, aggravated sexual battery, object rape, statutory rape, sodomy, aggravated sodomy, public indecency, and stalking. Sexual assault is illegal and is strictly prohibited on BRCC owned/controlled property. When a report of sexual assault is made, campus disciplinary proceedings are held in addition to any legal proceedings that may result. Important legal definitions for *domestic violence*, *dating violence*, *stalking*, and *victim protection orders* is listed below.

- **Domestic Violence -abuse battery [LRS 14:35.3](#)** is defined as one household member intentionally using force or violence against another household member.
A household member is:
 - any person of the opposite sex living with the defendant as a spouse, regardless of whether they are actually married
 - any person of the opposite sex who resided with the defendant as a spouse within five years of the domestic abuse battery, regardless of whether they were actually married

- any child who currently lives with the defendant or has lived with the defendant within the five years preceding the domestic abuse battery, and
 - any child of the defendant, regardless of where the child resides.
- **Dating violence** LRS 46:2151 - includes but is not limited to physical or sexual abuse and any offense against the person as defined in the Criminal Code of Louisiana, except negligent injury and defamation, committed by one dating partner against the other. A victim of a dating partner shall be eligible to receive all services, benefits, and other forms of assistance provided by Chapter 28 of this Title.
 - **Stalking** LRS 14:40.2 is the intentional and repeated following or harassing of another person that would cause a reasonable person to feel alarmed or to suffer emotional distress. Stalking shall include but not be limited to the intentional and repeated uninvited presence of the perpetrator at another person's home, workplace, school, or any place which would cause a reasonable person to be alarmed, or to suffer emotional distress as a result of verbal or behaviorally implied threats of death, bodily injury, sexual assault, kidnaping, or any other statutory criminal act to himself or any member of his family or any person with whom he is acquainted.
 - **Victim Protection Orders** LRS 14:79 - Violation of protective orders is the willful disobedience of a preliminary or permanent injunction or protective order issued after a court hearing, or the willful disobedience of a temporary restraining order or any protective order issued, criminal stay-away orders as provided for in Code of Criminal Procedure, , if the defendant has been given notice of the temporary restraining order or protective order by service of process as required by law.

Reporting Options

A victim of sexual violence has the right to pursue criminal charges through the BRCC Police Department (or the local law enforcement in which the incident occurred) and/or to pursue disciplinary action through Baton Rouge Community College if the accused is a BRCC student.

If you are a victim of a sexual assault at BRCC, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The BRCC Police Department strongly recommends victims of sexual assault to report the incident as soon as possible to the Police Department by calling 6-8888 or 6-8001 from any campus phone line. Doing so maximizes the successful collection of physical evidence to achieve a successful prosecution of the perpetrator. Remember suspects of sexual assaults repeat their behavior until stopped.

Reporting however remains a personal decision, but at minimum the survivor should take advantage of the numerous resources available and assistance with classes. Additional reporting options include the *Dean of Students or Campus Judicial System, Counseling and Disability Services, Campus Security Authorities (CSA's), and the Office of Human Resources*. Reporting such crimes can help prevent it from happening again to you or others. In most cases, the strength of the case could be affected by the length of time the survivor waits before pressing charges. Persons who make a complaint and those who are responding to complaints have the following rights:

- The option to notify law enforcement;
- The option to have another member of the College community present during interviews that are part of a College-initiated investigation;
- To be notified of counseling and support services available;
- To be notified of options to change academic, living, or work arrangements.

Anyone who is involved in an emergency situation, is the victim of a crime, or witnesses any criminal activity while on BRCC's campus should notify BRCC's Police Department as soon as possible by

dialing (225) 216-8888 (6-8888 or 6-8001 from any campus line), or using any of the following campus emergency phones:

- **Red Emergency Phones**, located in every campus building and at strategic locations around campus;
- **Emergency Call Boxes**, with user instructions, located in the garage on each level near the stairwells and elevators;
- **Solar-Powered Outdoor Call Stations**, with blue lights, located throughout the campus grounds and parking lots.

Students can also personally notify any uniformed BRCC police officer, other local law enforcement officers patrolling on-campus, or any of the individuals BRCC has designated as a Campus Security Authority (CSA) as defined under the Jeanne Clery Act. Off-campus crimes may be reported to the local law enforcement agencies by dialing 911. Due to various BRCC locations the police jurisdiction will vary, however the 911 operators will dispatch accordingly.

Although BRCC Police is the primary investigative agency for crimes that occur on property owned or leased by the college, a memorandum of understanding (MOU) exist with local law enforcement agencies to assist when needed. Such incidents include, but are not limited to, murder and non-negligent manslaughter, forcible rape, robbery, aggravated assault, burglary, larceny theft, arson, hostage situations, and/or campus shooters.

Campus Judicial System

A survivor may choose to pursue action through the campus judicial system if another student committed the assault. The Dean of Students (225) 216- 8335 is available to advise victims of their rights under the Code of Student Conduct, that is located in the Bienvenue Building, commonly referred to as the “Student Center”. Even if you choose not to pursue disciplinary action, you are encouraged to report your experience to the Dean of Students.

In any campus disciplinary action, disciplinary proceedings shall provide a prompt, fair, and impartial investigation and resolution. The accuser and the accused are entitled to the same opportunities to have others present during the proceedings. Both the accuser and the accused shall be informed in writing at the same time about the decision, changes to the decision, when the decision becomes final, and how to appeal.

Disciplinary sanctions can include but are not limited to suspension, expulsion, and/or separation from the College. Students that are victims of sexual assault may choose to pursue both the Campus Judicial System and criminal charges for students who are found responsible for rape or other sexual violence, relationship violence or stalking incidents.

Counseling & Disability Services

Whether or not you report the assault or pursue prosecution, you should consult a trained counselor for help in dealing with the emotional aftermath of a rape. BRCC’s Office of Advising and Counseling is available to victims of sexual assault. Individuals can contact the BRCC Advising Counseling & Career Services, located in the Magnolia Building (Mid-City Campus) during regular business hours. A licensed professional counselor can assist with decisions about available options and can help in working through the healing process.

BRCC does not have any specific measures for encouraging professional/pastoral counselors, if and when they deem it appropriate, to inform individuals being counseled of procedures to report crimes on a voluntary, confidential basis for inclusion in annual crime statistics. While BRCC’s Police Department accepts reports made anonymously, BRCC Police are legally bound to investigate and take appropriate enforcement action on any criminal activity reported. Additionally, since all police reports are public records under state law, BRCC Police cannot hold reports of crime in confidence.

Campus Security Authorities (CSA)

The *Clery Act* (and its accompanying guidance from the Department of Education) considers certain personnel members at colleges and universities to be *Campus Security Authorities* (CSA). In addition to all members of an institution's campus police/security department, Campus Security Authorities also include:

- 4) Any individual or individuals who have responsibility for campus security but who are not part of the campus police department or campus security department (e.g., an individual who is responsible for monitoring the entrance into college/university property).
- 5) Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- 6) An official of an institution who has significant responsibility for student and campus activities, including (but not limited to) student housing, student discipline, and campus judicial proceedings.

An *official* is further defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution. Examples of CSAs include (but are not limited to) the Dean of Students, Athletics team coaches, and faculty/staff advisors of student clubs/organizations. Pastoral counselors and professional counselors functioning within the scope of those roles are *not* considered to be CSAs. A listing of individuals BRCC identifies as its Campus Security Authorities is maintained by the College's Police Department.

The Office of Human Resources

Incidents of rape and sexual violence, relationship violence and stalking involving employees of the college may be reported to the Office of Human Resources. Members of the Office of Human Resources may be consulted about situations, take reports/complaints, initiate investigate/proceedings, and make recommendations and /or determinations in such cases. Depending on the outcome of the investigation/proceedings, if corrective action needs to be imposed, the Office of Human Resources will advise College leadership on appropriate action.

Additionally, the Office of Human Resources collaborates with BRCC Police, Dean of Students, the and other campus and community partners to conduct training programs for employees who interact with students, including but not limited to Campus police officers, coaches, and student affairs staff.

Reporting Procedures

Students should immediately report incidents of sexual assault to the BRCC Police Department. The following procedures govern the handling of report sexual assaults.

- 1) Upon receipt of a report of sexual, the BRCC Police will complete/submit a police report to document such incident and notify the Vice Chancellor for Enrollment Management & Student Support. *All criminal reports involving arrest are submitted to the District Attorney's office in a timely manner to assist with the prosecution of criminal cases, as well as, adhering to all guidelines established by the U S department of Education Jeanne Clery Act.*
- 2) The Vice Chancellor for Enrollment Management & Student Support will ensure students will be assisted in seeking counseling and follow-up medical care, addressing academic concerns, and reporting incident(s) to the appropriate authorities. It is critical that a victim receive prompt medical attention. For medical and counseling services, contact the Baton Rouge Crisis Intervention Center's 24 hour Crisis line at (225) 924-3900.
- 3) A victim of sexual assault should preserve any evidence that can be used to prove an occurrence of sexual assault. Victims are advised to consult law enforcement official before showering, bathing,

changing, or laundering clothing worn during an assault. Even if a victim bathes, showers, or somehow compromises evidence, the victim should report the assault. Valuable information can still be obtained and an investigation conducted from remaining evidence taken from a victim's person.

4) After a sexual assault is reported, campus personnel will take reasonable and necessary steps to secure the crime scene and protect the victim.

Rights of the Victim

1. A report of sexual assault is treated seriously and the victim treated with dignity. Campus organizations/personnel who deal with sexual assaults should be contacted to assist the victim.
2. A victim has the right to have the alleged sexual assault(s) investigated and adjudicated by the duly constituted criminal and civil authorities of the governmental jurisdiction where the alleged incident(s) occurred, and to full and prompt cooperation/assistance of campus personnel in notifying the proper authorities and providing any relevant information.
3. Campus personnel are prohibited from pressuring a victim to not report the crime(s) to civil/criminal investigating authorities, campus law enforcement personnel, or disciplinary authorities, or 2) report the crime as less than what actually occurred.
4. BRCC offers a victim advice, assistance, or representation at campus disciplinary proceedings in the same manner as offered to the accused.
5. A victim is notified of the outcome of the disciplinary proceedings.
6. Campus personnel will cooperate in obtaining, securing, and maintain evidence (including medical examination documentation) required to prove the occurrence of criminal sexual assault for subsequent legal and campus disciplinary proceedings.
7. BRCC personnel are to exercise the option(s) provided by state and federal laws and regulations regarding mandatory testing of a sexual assault suspect(s) for communicable diseases and in notifying a victim of the results of the testing.
8. A victim is to be provided information regarding counseling.

Rights of the Accused

1. The accused has the right to have the alleged sexual assault(s) investigated and adjudicated by the duly constituted criminal and civil authorities of the governmental jurisdiction where the alleged incident(s) occurred, and to full and prompt cooperation and assistance of campus personnel in notifying the proper authorities and providing any potentially exculpatory information.
2. BRCC offers the accused advice, assistance, or representation at campus disciplinary proceedings in the same manner as offered to the victim.
3. The accused is notified of the outcome of the disciplinary proceedings.
4. The accused will receive full and prompt cooperation from campus personnel in obtaining, securing, and maintain evidence that may disprove the occurrence of criminal sexual assault in subsequent legal and campus disciplinary proceedings.
5. The accused is to be provided information regarding counseling.

Informal Procedures

Students who have problems, questions, and/or grievances can discuss these with a BRCC counselors and/or employees in Disability Services. Some college officials or faculty members can assist in counseling for sexual harassment problems. Throughout the counseling process, information divulged is held in the strictest confidence and no information is released unless the complainant agrees to inform a third party who may assist in facilitating a solution.

Any students inquiring about a complaint or concern can seek the advice of a BRCC faculty/staff member, and the faculty/staff member can direct or accompany the student to discussions with the appropriate officer, advisor, or counselor. Merely discussing the complaint does not make a formal charge, and no repercussions/reprimands are issued for initiating a complaint. The college is also obliged to protect the rights of a person against whom a complaint is lodged. Efforts are made to resolve issues in a reasonable amount of time.

Formal Procedures

Anyone who believes that he/she is a victim of sexual violence can initially seek formal resolution by consulting BRCC police, CSA officer, an advisor, or a counselor. The following is the procedure through which formal complaints can lodge be against and the accused. The college protects the privacy of the individuals who are involved or named in the complaint as much as possible.

- Formal charges should be brought within a reasonable amount of time, usually 30 working days after the alleged occurrence. Written charges are made by sworn affidavit and signed by the complainant. The accused has the right to review the complaint.
- The Dean of Students and/or the Vice Chancellor complete preliminary investigation of the allegations for Enrollment Management & Student Support.
- Vice Chancellor for Enrollment Management & Student Support meets with the complainant, the person named in the complaint, and other who may be involved or who can offer information regarding the incident.
- The Dean of Students and/or the Vice Chancellor for Enrollment Management & Student Support can request affidavits from the person named in the complaint and other parties/witnesses.
- Internal procedures do not forego subsequent legal actions. The proceedings conducted by BRCC differ from those used in a court of law, and the presence of legal counsel is not permitted during course of the BRCC hearings. The strict rules which govern the presentation of legal evidence do not apply in BRCC hearings.
- A permanent, written record of the formal complaint and the outcome is retained by the Vice Chancellor for Enrollment Management & Student Support.
- During the process, every effort is made to protect the complainant from reprisals and the accused from unwarranted retaliation.

Appeal

Individuals seeking to appeal decisions of a sexual assault complaint must be addressed to the Chancellor of the College. To obtain a hearing with the Chancellor, individuals must submit a written request within 10 days after the report from the Vice Chancellor for Enrollment Management & Student Support is rendered.

- Once the chancellor receives a request for a hearing, he/she appoints a chairperson to head the Committee of Review. Two members are also selected for the committee in the following manner:
 - The complainant selects one committee member; and
 - The person named in the complainant selects a member.
- Only full-time, permanent employees can serve on the Committee of Review. The composition of the Committee of Review may include faculty, staff, or a combination of both.
- The Committee of Review thoroughly investigates the complaint of sexual violence and conducts a hearing. Involved parties are informed of the date and time of the hearing by certified mail, return receipt requested, at least three days prior to the scheduled hearing. The accused (employee/student) is given notice pursuant to relevant sections of BRCC policies and regulations.
- The hearing is conducted pursuant to procedures established by the Committee of Review and in compliance with the policy.
- The committee presents its findings, along with any pertinent information, to the Chancellor for further dispensation, which usually takes place within 10 working days after the conclusion of the hearing.
- The Chancellor renders a final decision and notifies the involved parties within a reasonable period of time.

Penalties

Any person found in violation of the policies and procedures of BRCC is subject to dismissal and/or other sanctions deemed appropriate.

Confidentiality

BRCC respect victim confidentiality and recognize the importance of empowering victims to make the decisions that are best for them. The College will honor student's requests to keep reports confidential to the extent permitted by law, and to the extent consistent with the College's obligations to investigate allegations. Students are encouraged to inquire about confidentially when seeking assistance and support from the varying offices. Under the Clery Act, federal law mandates the disclosure of certain statistics regarding sexual violence that occurs within the geographical boundaries of an institution of higher education. *Clery Act reports do not include the names of anyone involved, or any other information that identifies an individual. More information about the Clery Act mandates and reports can be found at the link below.*

http://www.mybrcc.edu/index.php?option=com_content&view=article&id=198&Itemid=326

Programs & Resources

Through various programs made available by the college, students are provided educational and support programs in the subject matter of sexual assault, as well as counseling, mental health, and support services for the victims of sexual assault or rape. Educational, counseling, and support programs are available through Advising and Counseling. Through the Vice-Chancellor for Enrollment Management & Student Support, assistance is available to students offering options for or assistance in changing academic and living situations because of the threat of, or having been a victim of, sexual assault. The Dean of Students and the Office of Advising and Counseling are available to help victims identify their options following an assault and to notify the proper law enforcement authorities, including campus police. In all situations involving sexual assault or rape, victims are encouraged to report the incident and seek further assistance.

Counseling Resources & Disability Services

Whether or not you report the assault or pursue prosecution, you should consult a trained counselor for help in dealing with the emotional aftermath of a rape. BRCC's Office of Advising and Counseling is available to victims of sexual assault. Individuals can contact the BRCC Advising Counseling & Career Services, located in the Magnolia Building (Mid-City Campus) during regular business hours (8:00-5:00 Monday -Friday). A licensed professional counselor can assist with decisions about available options and can help in working through the healing process.

Medical Care

The primary concern of the police is your safety and well-being. Secondly, we strongly encourage victims to quickly obtain medical care from a hospital emergency room. Timing is critical in cases involving rape and sexual violence, as obtaining medical care will assist in preserving evidence which cannot be obtained later. Ideally, a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam. The treatment for rape may require an examination by a physician for injuries at a designated hospital, tested and treated for sexually transmitted diseases, medication to prevent pregnancy, and the documentation of evidence so you can decide whether to pursue prosecution. Counseling is also available. Victims desiring to pursue criminal charges will be referred to the Baton Rouge Stop Rape Crisis Center and the appropriate law enforcement agency in accordance with established procedure.

Additional Resources

It is important to keep in mind the resources available off-campus, as they may need assistance after-hours. Additional resources and contact numbers are listed below.

- **The Rape Crisis Center** – Provides hospital accompaniment for forensic exam, crisis hotline support, legal advocacy assistance and individual and group counseling.
Office: 225.389.3456
Crisis Hotline- 24 hours: 225.383.7273

- **Battered Women's Program-** Provides crisis hotline, safety planning, safe housing, and/or protective order assistance for women in abusive relationships.
Office: 225.389.3001 (24 hours)
State-wide Hotline: 1.800.541.9706
- **After-Hours Counseling Services/ 24 Hour Hotlines**

Bystander Intervention Options

Bystander Intervention is a philosophy and strategy for prevention of various types of violence, including bullying, sexual harassment, sexual assault, and intimate partner violence. Bystander Intervention is based on the fact that people make decisions and continue behaviors based on the reactions they get from others.

Education and Training Programs

The College engages in comprehensive educational programming to prevent domestic violence, dating violence, sexual assault and stalking. Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for the campus community that:

- Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct;
- Defines what behavior constitutes domestic violence, dating violence, sexual assault, and stalking;
- Defines what behavior and actions constitute consent to sexual activity in Louisiana;
- Provides safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault, or stalking against a person other than the bystander;
- Provides information on risk reduction so that students and employees may recognize warning signs of abusive behavior and how to minimize the risk of potential attacks;
- Provides an overview of information contained in the Annual Security Report in compliance with the Clery Act.

The College has developed an annual educational campaign consisting of presentations that include distribution of educational materials, including Sexual Trauma Awareness and Response (STAR) Organization (*a non-profit organization that offers a variety of services to victims of sexual assault, including comprehensive education to youth and adults in our community.*) Such material is available to new students/ employees during orientation.

Education and Training

BRCC proactively address sexual harassment, rape and sexual violence, relationship violence (dating violence and domestic violence), and stalking by providing ongoing outreach, education, and support through College-wide collaborations. Such training (*sexual Assault, sexual harassment, rape, sexual violence, relationship violence (dating violence and domestic violence), and stalking*) may be administered during new student orientation each semester and/or new employee orientation or “onboarding” at the College. Additionally, this training may include, but not limited to:

- BRCC policies and protocols include extensive information for students, faculty, staff and visitors regarding campus and community resources available to provide counseling and support and/or to investigate complaints.
- Awareness & Prevention
- Information on the definition of domestic violence, bystander intervention guidelines, risk reduction, survivor rights
- Reporting Procedures

BRCC's Rape and Sexual Violence, Relationship Violence and Stalking Policy are available on-line. Copies are available upon request during new student/new employee orientation sessions. In addition,

workshops and educational programs are offered to program coordinators and other key staff members who aid in supporting BRCC's commitments to providing a safe and welcoming environment. Additionally, a new online program is also being developed for staff and faculty on sexual violence that provides information about campus resources for support and addressing complaints. This will assist to further enhance information, dissemination about College policies, risk reduction, and bystander intervention strategies.

On Campus Sexual Assaults

If you are the victim of a sexual assault that occurred on campus, contact the BRCC Police Department at 225.216.8888 or 225.216-8001 (*6-8888 or 6-8001 from any campus phone line.*) If the perpetrator of the assault is a BRCC employee, the victim has the option of filing the complaint with both BRCC Police Department AND the Office of Human Resources for violation of the College's Sexual Assault/ Sexual Harassment Policy. BRCC Police Department can also be reached by using any of the following campus emergency phones:

- **Red Emergency Phones**, located in every campus building and at strategic locations around campus;
- **Emergency Call Boxes**, with user instructions, located in the garage on each level near the stairwells and elevators;
- **Solar-Powered Outdoor Call Stations**, with blue lights, located throughout the campus grounds and parking lots.

Off Campus Sexual Assaults

If you are the victim of a sexual assault that occurred off campus, dial 911 to contact the local law enforcement agency. Should incidents should be reported to the local law enforcement agencies by dialing 911. Due to various BRCC locations/ jurisdiction may vary, as 911 operators will dispatch accordingly. The victim may press criminal charges against the perpetrator with the appropriate law enforcement agency. College officials can assist the victim in notifying these authorities if the student so chooses.

Policy Against Retaliations

Baton Rouge Community College policy expressly prohibits retaliation against faculty, staff, or students who in good faith make reports of rape and sexual violence, relationship violence, and stalking. In addition, knowingly and intentionally making a false report of a violation of this policy is prohibited. Members of the Baton Rouge Community College community who take adverse action against someone who reports such incidents, intimidates, threatens or otherwise engages in retaliation is subject to disciplinary action, up to and including termination of their employment or expulsion from the College.

Risk Reduction Tips

1. Examine societal and personal attitudes that tolerate sexual aggression.
2. Know your sexual intentions and limits and communicate them firmly.
3. BE aware that alcohol may affect judgment in a dating situation. Set safe boundaries in its use.
4. Attend functions with friends you can trust. Go in a group and return home with the group.
5. Be aware of surroundings. Many acquaintance rapes occur in private dwellings under the cover of loud music.
6. Listen to your instincts; if the situation feels risky, it probably is.
7. Do not leave beverages unattended.
8. Accept drinks only from bartender or wait person.
9. Consider buddy system; look out for one another. Be alert to behavior of friends who appear intoxicated and unable to make appropriate and safe decisions.

Rape Aggression Defense System (RAD)

R.A.D. is a comprehensive course for women that begin with awareness, prevention, risk reduction and avoidance, while progressing on to the basics of hands-on defense training. The R.A.D. Systems is

dedicated to teaching women defensive concepts and techniques against various types of assault, by utilizing easy, effective and proven self-defense tactics.

The R.A.D. program is taught by nationally certified instructors who are dedicated to the growth and wellbeing of the women in our campus community. The course is suitable for women of all ages and abilities.

BRCC Police currently has a R.A.D. Instructor on staff that will begin to provide training to faculty, staff, and students at the college. Participants in the program will learn a wide range of tactics, including verbal techniques, ground defense options, escaping from bear hugs and choke holds, and many more. The practical techniques are designed to maximize the strengths of a woman's body and build upon existing instinctive responses to provide women with effective self-defense options. In R.A.D., women will have the opportunity for hands-on dynamic impact practice and realistic simulation exercises.

Additionally, the BRCC Police Department has two Defensive Tactics Instructors that will also provide self-defense training to faculty, staff, and students of the College. The BRCC Police Department's specially trained staff will provide options in self-defense to assist in the prevention of domestic violence, dating violence, sexual assault, and stalking.

Statutes/Penalties/Legal Definitions in Louisiana

<u>Offense</u>	<u>Statute Number</u>	<u>Penalty</u>
Simple Rape	14:43	Imprisoned with or without hard labor for not more than 25 years
Aggravated Rape	14:42	Imprisoned for life at hard labor without benefit of Parole, probation, or suspension.
Forcible Rape	14:42.1	Imprisoned at hard labor not less than 5 years nor more than 40 years.
Sexual Battery	14:43.1	Imprisoned with or without hard labor for not more than 10 years.
Second Degree Sexual Battery	14:43.2	Imprisoned with or without hard labor for no more than 15 years
Oral Sexual Battery	14:43.3	Imprisoned with or without hard labor for not more than 10 years
Carnal Knowledge of Juvenile	14:80	Fine not more than \$5,000, Imprisoned with or without hard labor not more than 10 years or both.
Crime Against Nature	14:89	Fine not more than \$2,000. Imprisoned with or without hard labor not more than 5 years or both.

Legal Definitions

- **Rape-** The act of anal, oral or vaginal sexual intercourse with a person, male, or female, without lawful consent of that person.
- **Simple Rape**
 - A. Rape where the victim is incapable of resisting or understanding the act because of a stupor or abnormal condition (i.e. drunk or drugged).
 - B. The victim is of unsound mind, whether temporary or permanent, and the offender knows or should have known of the condition.
- **Aggravated Rape**
 - A. The victim resists to the utmost but is overcome by force.

- B. Where there is a threat of great physical harm.
 - C. The offender is armed with a dangerous weapon.
 - D. When the victim is under 13 years-of-age. Lack of knowledge of victim's age shall not be a defense.
 - E. When there are two or more offenders.
 - F. The victim is prevented from resisting the act because the victim suffers from a physical or mental infirmity preventing such resistance.
- **Forcible Rape:**
 - A. When the victim is prevented from resisting the act by force or threat of physical violence and the victim has reason to believe resistance would not prevent the act.
 - B. The victim is incapable of resisting or of understanding the nature of the act by reason of stupor or abnormal condition of the mind produced by a narcotic or anesthetic agent or other controlled dangerous substance administered by the offender and without the knowledge of the victim.
- **Sexual Battery**
 - A. The touching of the anus or genital area of a victim by the offender using any instrumentality or any part of the body of the offender without the consent of the victim.
 - B. The touching of the anus or genitals of the offender by the victim using any instrumentality or any part of the body of the victim without the consent of the victim.
- **Second Degree Sexual Battery-** A sexual battery where the offender intentionally inflicts serious bodily harm to the victim.
- **Oral Sexual Battery-** The intentional engaging in the touching of the anus or genitals of the victim by the offender using the mouth or tongue or the touching of the anus or genitals of the offender by the victim using the mouth or tongue; when the victim has not yet attained 15 years of age and is at least 3 years younger than the offender. Lack of knowledge of the victim's age shall not be a defense.
- **Sexual Battery**
 - A. The touching of the anus or genital area of a victim by the offender using any instrumentality or any part of the body of the offender without the consent of the victim.
 - B. The touching of the anus or genitals of the offender by the victim using any instrumentality or any part of the body of the victim without the consent of the victim.
- **Second Degree Sexual Battery -** A sexual battery where the offender intentionally inflicts serious bodily harm to the victim.
- **Oral Sexual Battery-** The intentional engaging in the touching of the anus or genitals of the victim by the offender using the mouth or tongue or the touching of the anus or genitals of the offender by the victim using the mouth or tongue; when the victim has not yet attained 15 years of age and is at least 3 years younger than the offender. Lack of knowledge of the victim's age shall not be a defense.
- **Carnal Knowledge of a Juvenile**
 - A. A person who is 19 years of age or older has sexual intercourse, with consent, with a person who is 13 years of age or older but is less than 17 years of age.
 - B. A person who is 17 years of age or older has sexual intercourse, with consent, with a person who is 13 years of age or older but less than 15 years of age.
- **Crime Against Nature-** The unnatural carnal copulation by a human with another of the same or opposite sex or with an animal.

SEX OFFENDER STATEMENT

The *Campus Sex Crimes Prevention Act of 2000 (CSCPA)*, signed into law October 28, 2000, amends the *Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act*, and the *Clery Act*.

Any person required to register under a state sex offender registration program must notify the state regarding whether he/she is enrolled or works at an institution of higher education; identify each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student; and alert the state of any change in enrollment or employment status. CSCPA is a federal law that provides for the tracking of convicted sex offenders enrolled at, or employed by, such institutions; it requires state law enforcement agencies to provide Baton Rouge Community College with a list of registered sex offenders who have indicated that they are enrolled, employed, or carrying on a vocation at the college.

The Louisiana State Police maintains the Louisiana Sex Offender and Child Predator Registry (SOCPR) for the State of Louisiana, and is responsible for the enforcement of the applicable sections of law cited above. Information about any such registered individual affiliated with Baton Rouge Community College may be found at the public SOCPR website: www.lasocpr.lsp.org/socpr.

In addition to the amendments previously mentioned, the CSCPA also amends the *Family Educational Rights and Privacy Act of 1974 (FERPA)* to clarify that nothing in FERPA can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders.

CRIME STATISTICS

The BRCC Police Department complies with the *Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act*. Campus crime, arrest, and referral statistics include those incidents reported to the BRCC Police Department, designated campus officials, and local law enforcement agencies. These statistics may also include crimes that have occurred in private residences or businesses, and is not required by law.

The Baton Rouge City Police Department assists BRCC Police as necessary with crimes that occur within the geographical confines of BRCC's campus. However, within the *Public Property* reporting category, crimes occurring in locations that are adjacent to or easily accessible from the campus fall under the direct jurisdiction of the Baton Rouge City Police. Because of the reporting standards utilized by that agency, the statistics for those areas cover geographical patrol zones and subzones which are far larger than the adjacent-area standard required by the Clery Act. For details on crimes occurring within those non-campus areas, please review the Baton Rouge City Police website and click on *Crime Statistics for 2012*: this website will provide a district map including the boundaries of the city's four districts that are patrolled by the Baton Rouge City Police Department, along with the crime statistics for each district, zone, and subzone.

BRCC currently does not have dormitories or residential facilities for students either on- or off-campus.

The BRCC Police Department currently reports crime statistics to the U.S. Department of Education, and continual efforts are made to inform the BRCC community of matters that affect their personal safety and wellbeing – Baton Rouge Community College believes that an informed public is a safer public. For more information on the BRCC Police Department, please visit our website at www.mybrcc.edu or call us at (225) 216-8001.

The following BRCC statistics are provided for your information, in compliance with the 1998 provisions of the Student Right-To-Know and Campus Security Act (Jeanne Clery Act).

MIDCITY CAMPUS
Crimes Reported to the BRCC Police Department
2011-2013

<u>OFFENSE TYPE</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Murder & Non-Negligent Manslaughter			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Negligent Manslaughter			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Sex Offenses – Forcible			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Sex Offenses - Non Forcible Incest			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Sex Offenses – Non Forcible Statutory Rape			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0

<u>OFFENSE TYPE</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Robbery			
On Campus*	3	1	1
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Aggravated Assault			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Burglary			
On-Campus	2	1	4
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Motor Vehicle Theft			
On Campus*	1	0	1
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Arson			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0

Arrests - The number of *arrests* for each of the following crimes occurring on campus:

<u>ARREST OFFENSE TYPE</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Illegal Weapons Possession	2	2	0
Drug law violations	1	2	4
Liquor law violations	1	1	0

Referrals - The number of referrals for *disciplinary action* for each of the following crimes occurring on campus:

<u>REFERRAL OFFENSE TYPE</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Illegal Weapons Possession	0	0	0
Drug law violations	1	2	2
Liquor law violations	1	0	0

MIDCITY CAMPUS
Hate Crimes Reported to the BRCC Police Department
2011-2013

<u>HATE-CRIME OFFENSE TYPE</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Murder & Non-Negligent Manslaughter			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property †	0	0	0
Negligent Manslaughter			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property †	0	0	0
Sex Offenses – Forcible			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property †	0	0	0
Sex Offenses - Non Forcible Incest			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property †	0	0	0
Sex Offenses – Non Forcible Statutory Rape			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Robbery			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Aggravated Assault			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0

<u>HATE-CRIME OFFENSE TYPE</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Burglary			
On-Campus	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Motor Vehicle Theft			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property †	0	0	0
Arson			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property †	0	0	0
Simple Assault			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property †	0	0	0
Larceny-Theft			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property †	0	0	0
Intimidation			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property †	0	0	0
Destruction/Damage/Vandalism			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0

* BRCC currently does not have dormitories or residential facilities for students' on- or off- campus

† Crimes occurring in locations that are adjacent to or easily accessible from the campus fall under the direct jurisdiction of the Baton Rouge City Police. Because of the reporting standards utilized by that agency, the statistics for those areas cover geographical patrol zones and subzones which are far larger than the adjacent-area standard required by the Clery Act. For details on crimes occurring within those non-campus areas, visit the Baton Rouge City Police website, click on "Crime Statistics," and select the appropriate year. The website will provide a district map including the boundaries of the city's four districts that are patrolled by the Baton Rouge City Police Department, along with the crime statistics for each district, zone, and subzone.

BRCC ACADIAN CAMPUS
Crimes Reported to the BRCC Police Department
2011-2013

<u>OFFENSE TYPE</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Murder & Non-Negligent Manslaughter			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Negligent Manslaughter			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Sex Offenses – Forcible			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Sex Offenses - Non Forcible Incest			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Sex Offenses – Non Forcible Statutory Rape			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0

<u>OFFENSE TYPE</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Robbery			
On Campus*	0	0	1
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Aggravated Assault			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Burglary			
On-Campus	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Motor Vehicle Theft			
On Campus*	1	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Arson			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0

Arrests - The number of **arrests** for each of the following crimes occurring on campus:

<u>ARREST OFFENSE TYPE</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Illegal Weapons Possession	0	0	0
Drug law violations	0	0	0
Liquor law violations	0	0	0

Referrals - The number of referrals for **disciplinary action** for each of the following crimes occurring on campus:

<u>ARREST OFFENSE TYPE</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Illegal Weapons Possession	0	0	0
Drug law violations	0	0	0
Liquor law violations	0	0	0

BRCC ACADIAN CAMPUS
Hate Crimes Reported to the BRCC Police Department
2011-2013

<u>HATE-CRIME OFFENSE TYPE</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Murder & Non-Negligent Manslaughter			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Negligent Manslaughter			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Sex Offenses – Forcible			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Sex Offenses - Non Forcible Incest			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Sex Offenses – Non Forcible Statutory Rape			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Robbery			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Aggravated Assault			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0

<u>HATE-CRIME OFFENSE TYPE</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Burglary			
On-Campus	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Motor Vehicle Theft			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Arson			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Simple Assault			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Larceny-Theft			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Intimidation			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Destruction/Damage/Vandalism			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0

BRCC NON-CONTIGUOUS PROPERTIES
Crimes Reported to the BRCC Police Department
2011-2013

Baton Rouge Metropolitan Airport BRCC Jackson, BRCC New Roads, BRCC Port Allen, BRCC Westside, Hooper Road

<u>OFFENSE TYPE</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Murder & Non-Negligent Manslaughter			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Negligent Manslaughter			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Sex Offenses – Forcible			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Sex Offenses - Non Forcible Incest			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Sex Offenses – Non Forcible Statutory Rape			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0

<u>OFFENSE TYPE</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Robbery			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Aggravated Assault			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Burglary			
On-Campus	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Motor Vehicle Theft			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Arson			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0

Arrests - The number of arrests for each of the following crimes occurring on campus:

<u>ARREST OFFENSE TYPE</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Illegal Weapons Possession	0	0	0
Drug law violations	0	0	0
Liquor law violations	0	0	0

Referrals - The number of referrals for disciplinary action for each of the following crimes occurring on campus:

<u>ARREST OFFENSE TYPE</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Illegal Weapons Possession	0	0	0
Drug law violations	0	0	0
Liquor law violations	0	0	0

BRCC NON-CONTIGUOUS PROPERTIES
Hate Crimes Reported to the BRCC Police Department
2011-2013

Baton Rouge Metropolitan Airport, BRCC Jackson, BRCC New Roads, BRCC Port Allen, BRCC Westside, Hooper Road

<u>HATE-CRIME OFFENSE TYPE</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Murder & Non-Negligent Manslaughter			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Negligent Manslaughter			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Sex Offenses – Forcible			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Sex Offenses - Non Forcible Incest			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Sex Offenses – Non Forcible Statutory Rape			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Robbery			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Aggravated Assault			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0

<u>HATE-CRIME OFFENSE TYPE</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Burglary			
On-Campus	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0
Motor Vehicle Theft			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Arson			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Simple Assault			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Larceny-Theft			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Intimidation			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property ¹	0	0	0
Destruction/Damage/Vandalism			
On Campus*	0	0	0
Non-Campus Building & Properties	0	0	0
Public Property	0	0	0

Drug and Alcohol Awareness

Substance Abuse Policy

This information is provided pursuant to the Student-Right-To-Know Act.

The mission of Baton Rouge Community College is to identify and meet the educational and workforce needs of our community through innovative, accessible, and dynamic programs. In order to comply with the mission of our campus, the illegal use of drugs or alcohol by any member of the Baton Rouge Community College is prohibited. Louisiana law prohibits the consumption, possession, distribution, possession with intent to distribute, or manufacture of drugs described as dangerous controlled substances in the Louisiana Revised Statute 40:964, as well as the illegal possession and/or consumption of alcohol.

Counseling and support services are available at BRCC's Office of Advising and Counseling, located within the Center for Academic Success, for all full-time and part-time students who are experiencing alcohol and other drug problems. Students who have substance abuse problems, which require in-patient or specialized outpatient drug treatment are also encouraged to visit Advising and Counseling. Additionally, there are special campus-wide educational events such as "Substance Abuse Awareness Week" which are offered throughout the academic year.

Conduct Prohibited by the College

Students and employees are responsible for knowing and abiding by the provisions of Louisiana and federal law that make it a crime to possess, consume, possess with intent to distribute, dispense, or manufacture drugs, including alcohol, except as provided for by law. Any member of the campus community who violated state or federal law, either on property owned or controlled by BRCC, or at such other locations in the community, which affect the community college interest as an academic institution, shall be considered in violation of BRCC policy. The College will take disciplinary action against any student, faculty member, unclassified staff, classified staff, or community college employee whose alleged criminal conduct is deemed by responsible authority to affect the community college's interest as an academic community. Students are encouraged to consult their BRCC College Catalog for additional information.

CAMPUS SAFETY

Contacting BRCC Police Department

MIDCITY CAMPUS

201 Community College Drive

Baton Rouge, LA 70806

225.216.8001 or 225.216.8888 (emergencies)

Hours of Operation

Monday – Friday: 6:00am – 11:00pm

Saturday: 6:30am – 4:30pm

Sunday: Closed

ACADIAN CAMPUS

3250 North Acadian Thruway East
Baton Rouge, LA 70806
225.359.9262 or 225.216.8001

Hours of Operation

Monday – Friday: 6:00am – 9:00pm
Saturday/Sunday: Closed

Emergency Communications

In the event of an emergency, BRCC will communicate vital information as quickly and efficiently as possible in a manner to provide the greatest safety for the college community. One or more of the following communication tools will be used to notify students, faculty, and staff:

- Website notices posted on BRCC's home page;
- BRCC's social media outlets on Facebook, Twitter, WordPress, etc.
- Public-address voice messages broadcast to all buildings on campus;
- BRCC Emergency Notice Line: 225.216.8080 (6-8080 if on campus), or toll-free at 1-877-888-4031
- News Media.

Additionally, BRCC has incorporated the use of *FirstCall*, an electronic notification system, to provide free emergency notifications. This service is optional and offers communication through a variety of means – text messages sent to mobile communication devices, phone calls, and messages sent to school/personal Email accounts – to inform students, faculty, and staff in the event of a crisis situation. Everyone is encouraged to sign up at <https://alertregistration.com/brcc/>.

Emergency Preparedness Plan

Baton Rouge Community College has an extensive Emergency Preparedness Plan in place that includes procedures to ensure an immediate response to crisis situations. Our Emergency Preparedness Plan, which is also referred to the *All Hazards Emergency Response Plan*, provides detailed information on the college's procedures in responding to various emergencies and incidents; a printed copy of the plan is posted in every building, classroom, and office at Baton Rouge Community College.

The goal of Emergency preparedness at all BRCC locations is to prevent, prepare for, respond to and recover from any and all emergencies that could affect each location. At the direction of local law enforcement, emergency response/officials, and the BRCC Crisis Communication Team, drills are conducted each year.

All emergency equipment (*call boxes, red phones, etc.*) is tested and evaluated on a regular basis.

Campus Safety Zones



Campus Safety Zone Placard

BRCC has designated Emergency Safe Zones within campus buildings. Emergency Safe Zones can be identified by the decal/logo illustrated at left.

BRCC NON-CONTIGUOUS COLLEGE PROPERTIES**Baton Rouge Metro Airport**

9430 Jackie Cochran Drive
Baton Rouge, LA 70811

Hours of Operations:

Monday – Friday: 8am – 5pm
Saturday/Sunday: *No Classes*

Hooper Road

10700 Hooper Road
Baton Rouge, LA 70811

Hours of Operation:

Monday – Friday: 8:00am – 5:00pm
Saturday/Sunday: *No Classes*

James M. Frazier

555 Julia St
Baton Rouge, LA

Hours of Operation:

Monday – Friday: 8am – 5pm
Saturday: 8am-5pm
Sunday: 8am-5pm

Port Allen

3233 Rosedale Road
Port Allen, LA 70767

Hours of Operation:

Monday – Friday: 7:30am – 9pm
Saturday: 8am-5pm (*every other Saturday*)

Business Training Center

350 North Donmoor Drive
Baton Rouge, LA 70806

Hours of Operation:

Monday – Friday: 6am – 9pm
Saturday: 8am – 5pm
Sunday: 8am – 5pm

BRCC Jackson

3337 Highway 10
Jackson, LA 70748

Hours of Operation:

Monday – Friday: 8am – 4pm
Saturday/Sunday: *No Classes*

BRCC New Roads

605 Hospital Road
New Roads, LA 70760

Hours of Operation:

Monday – Friday: 7:30am – 9pm
Saturday/Sunday: *No classes/Closed*

Westside

25250 Tenant Road
Plaquemine, LA 70764

Hours of Operation:

Monday – Friday: 7:30am – 9pm
Saturday/Sunday: *No classes/Closed*

Although hours of operation may vary for BRCC locations, campus/locations emergencies, including all after-hour emergencies should be reported to local law enforcement or by immediately dialing 911. *This include, but limited to reporting crime, fire, hazardous conditions and/or suspicious behavior.*

All BRCC locations utilize the same Emergency Notification System **First Call** and encourage everyone to sign up at <https://alertregistration.com/brcc/>. The services are free and offers communication through a variety of means, – text messages sent to mobile communication devices, phone calls, and messages sent to school/personal Email accounts – to inform students, faculty, and staff in the event of a crisis situation.

All Campus policies governing incidents such as Rape, Sexual Violence, Relationship Violence, and Stalking, Alcohol and Drugs, Timely Warnings, and Campus Sex Crime Prevention is applicable and enforced at all BRCC locations.

IMPORTANT SAFETY TIPS

Crime prevention means being aware of your environment and remaining alert to situations that could make you vulnerable to crime.

It is impossible to list specific measures that will protect you from every threatening situation that may arise. Instead, we hope to teach you how to think "crime prevention" in day-to-day living. The suggestions presented should not be thought of as a list of crime prevention measures, but as examples and common-sense principles that will help you to make life safer and more secure.

IF ANYTHING MAKES YOU "LOOK TWICE" OR FEEL UNCOMFORTABLE, CALL THE POLICE. REPORT ANY UNUSUAL OR SUSPICIOUS ACTIVITY IMMEDIATELY.

Protect Yourself

Do not give your name, address, or phone number to strangers. If you have your name published in the local telephone directory, use only initials and do not list your address.

At night, travel in frequently-used and well-lit areas. Avoid taking "shortcuts" that you may not be as familiar with or that may take you out of frequently-traveled areas.

Walk facing traffic whenever possible. This increases awareness of potential traffic hazards and also reduces the possibility of being followed by someone in a vehicle. Avoid walking by the curb, near buildings, or close to shrubbery. Walk in the middle of the sidewalk with confidence.

If you feel threatened or suspect that you are being followed, walk toward lighted areas where there are people. Look over your shoulder frequently - this lets the follower know that you are aware of both his presence and your surroundings.

Protect Your Car

Keep your car in good working order and the gas tank at least half full.

When riding in a car, keep the doors locked.

Do not park in isolated, dark places if these areas can be avoided. Park where the car will be well-illuminated, and if possible, where people will also be about.

Lock your car and take the keys with you. Many car burglaries and car thefts occur because the owner did not take the time to secure the car. Don't make your vehicle a target of opportunity by leaving it unlocked.

Do not leave valuable items unattended in your car. Place expensive items such as cameras, packages, and even textbooks out of sight in the locked trunk.

Upon returning to your car, have your keys ready as you approach your vehicle. Check the back and front seats to make sure that the car is empty before you get in.

Protect Yourself While Driving

If you get a flat, drive carefully on it until you reach a safe, well-lit, and well-traveled area.

If your car breaks down, put the hood up and the hazard lights on...stay inside the car with the doors locked. Use flares as roadside markers if you have them and it is safe to deploy them. If someone stops to help, don't get out of your car. Roll down the window slightly and ask the

person to contact the police or a tow service.

Never stop to assist a stranger whose car has broken down. Instead, call the police for help.

Exercise extra caution when using underground and enclosed parking areas. Try not to enter alone.

If you are being followed, don't drive home. Go to the nearest police or fire station and honk your horn. If that is not possible, drive to an open gas station or other business where you can safely contact the police. Don't leave your car unless you are certain you can make it inside the building safely. If possible, try to obtain the license plate number and the description of the vehicle following you.

Protect Yourself in Public Areas

Do not leave personal property unattended in public areas such as the library and classrooms...not even "just for a minute."

Do not carry more cash than you need. Avoid "flashing" your cash in public.

Avoid carrying both your identification cards and checks in your wallet. Keep them separate: I.D.'s in your wallet in one pocket and your checkbook in another pocket. Do not write your PIN number down – this helps prevent a thief from gaining access to that number if you do lose your checkbook or bankcard.

Carry your purse or your backpack close to your body, and keep a tight grip on it.

Mark items that you normally take to class, such as textbooks, backpacks, and calculator, with either your name or school ID number.

Keep a list of your credit cards, identification cards, and checking account numbers. If they are stolen or lost, you will have a list of numbers to provide to the police. Remember that you must contact not only the police, but also all of the credit card companies and banks with which you do business. Make these notifications immediately.

*Keep and maintain a working cellular telephone...*it is an excellent way to remain in touch and summon help in an emergency.

Personal Security at the Office

- Never leave your purse, backpack, or briefcase in plain view.
- Personal property should be marked with your driver's license number.
- Don't leave cash or valuables at the office.
- If you work alone or before/after normal business hours, keep the office door locked.
- If you work late, try to find another worker or call for a security escort when exiting the building.
- Be alert for pickpockets on crowded elevators.
- Be aware of escape routes for emergencies, and post phone numbers of the campus police near telephones.
- Be extra careful in stairwells and restrooms.
- In an elevator, stand near the controls and locate the emergency button.
- If you are assaulted while in an elevator, hit the emergency or alarm button and press as many floor buttons as possible.

If You are Attacked

- Keep your head.
- Stay as calm as possible, think rationally, and evaluate your resources and options.
- It may be more advisable to submit than to resist and risk severe injury or death. You will have to make the appropriate decision based on the circumstances. *Be especially careful if your attacker has a weapon.*
- Continue to assess the situation as it develops.
- If one strategy doesn't work, try another.
- Possible options in addition to nonresistance include negotiating, stalling for time, distracting the assailant and fleeing to a safe place, verbal assertiveness, screaming to attract attention, and physical resistance.
- Stay alert and observant so that you can better describe your attacker(s) and the assault to the police.

After an Attack

- Go to a safe place and call the police.
- The sooner you make the report, the greater the chances the attacker will be caught.
- Do not destroy any clothing you were wearing at the time of the assault.
- Do not disturb anything in the area where the assault took place.
- Write down a description of the attacker and the circumstances of the assault. Police will need all the information they can get about the assailant.

Know How to Call for Help

The following guidelines apply to emergency conditions on campus. It is not possible to establish procedures for every type of emergency, but these guidelines cover many emergency or hazardous situations. Please review them frequently so that you will be prepared in an emergency.

FIRE ALARMS - If you hear a fire alarm, you must leave the building immediately. In multi-story buildings, do not use the elevator; exit via the stairway. Cooperate with all staff members and other authorities. Do not reenter the building until you are given permission to do so by a police officer, fire fighter, or staff member.

BOMB THREATS - Notify the police at once if you receive a bomb threat. Try to be as specific as possible when relaying what the caller said.

MEDICAL EMERGENCIES - For any situation requiring emergency medical assistance on campus, call **216-8888**.

MOTOR VEHICLE ACCIDENTS - State statutes require that the appropriate police department be notified of any motor vehicle accident resulting in personal injury or property damage in excess of \$500.00. Accidents on campus should be reported to the BRCC Police Department at 216.8001.

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