



Garden City Community College Annual Security Report And Fire Safety Report 2018

Statistics for 2016, 2017 & 2018

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and Published by October 1, 2019

From the President of Garden City Community College

At Garden City Community College, the safety of our students, employees, and general public is our top priority. The GCCC Campus Police Department is committed to providing a safe and secure learning environment while on campus, or in any facility owned or operated by the college. We will achieve this through community partnerships, education, planning and the enforcement of state and local laws. GCCC has made a significant investment in having certified law enforcement officers on campus to strengthen our commitment to safety.

Our Campus Police officers are professionally trained and certified through the State of Kansas. We enforce State and local laws as well as GCCC rules and regulations. In addition to traditional police services, Campus Police provide other noteworthy services to students such as:

- Emergency Vehicle Unlocks: Campus Police can help by unlocking your vehicle for you, free of charge.
- Safety Escorts: Campus Police Officers will escort you anywhere on campus. Please call 620-272-6828. There may be a delay due to calls for service, please call in advance if possible.
- Vehicle Jump Starts: In situations where your vehicle needs a jumpstart, Campus Police will assist you.
- Crime Prevention Services: easy reporting of campus issues and concerns directly to the GCCC campus police.

Garden City Community College is passionate about creating a safe campus and have taken measures for increased safety such as enhanced security cameras, new lighting across campus and increasing full-time coverage of certified law enforcement. We are intentional in our efforts to protect students from all forms of sexual misconduct – sexual violence, dating violence, domestic violence and stalking. Accordingly, we provide programs focused on prevention and advocacy, as well as counseling and consultation services. Safety and security are a primary focus at GCCC and we continue to look at ways of enhancing and improving this focus. The college also has an incident reporting form that allows anyone to report concerns that will be directly received and reviewed by campus personnel. This information is located at https://cm.maxient.com/reportingform.php?GardenCityCC&layout_id=0

We welcome you to our beautiful campus and look forward to helping you achieve your goals through GCCC. We are committed to creating a positive and safe campus and learning environment. Enjoy your time at GCCC and let us know if there are ways that we can work to improve how we serve the public.

Table of Contents

▪ Letter from the President of Garden City Community College.....	4
▪ Preparation of the Annual Security Report and Disclosure of Crime Statistics.....	5
▪ About Campus Police.....	5
• Introduction.....	6
• Mission.....	6
• Role, Authority.....	6
• Working Relationship with Local, State, and Federal Law enforcement.....	8
▪ Reporting Crimes and other Emergencies.....	8
• Voluntary, Confidential Reporting.....	9
• Reporting to Other Campus Security Authorities.....	9
▪ Timely Warnings.....	10
• Timely Warning Policy.....	10
• Timely Warning Procedure.....	10
▪ Emergency Response and Evacuation Procedures.....	10
• The Role of Building Emergency Leaders.....	11
• Building Emergency Leaders Duties and Responsibilities.....	11
• Emergency Notifications.....	12
▪ Security and Access of College Facilities.....	12
• Residence Life.....	12
Garden City Community College’s Response to Domestic Violence, Dating Violence, Sexual Assault, and Stalking.....	13
• Commitment to Addressing Sexual Assault/Rape, Domestic Violence, Dating Violence, and Stalking.....	13
• Consent.....	15
▪ What to do if you have been the victim of Sexual Assault, Dating Violence, Domestic Violence, or Stalking.....	16
• Where to Go for Help.....	16
• What You Can Do If Someone You Know Has Been Sexually Assaulted.....	17
▪ Risk Reduction, Warning Signs of Abusive Behavior and Future Attacks.....	18
• Bystander Intervention.....	19

▪ Campus Police Procedures for Responding to reports of Sexual Assault, Dating Violence, Domestic Violence, Sexual Assault, and Stalking.....	19
▪ GCCC Procedures for Reports of Alleged Sexual Assault, Dating Violence, Domestic Violence, Sexual Assault, and Stalking.....	20
• Campus Disciplinary Action.....	20
• Crimes and Violence and the Campus Judicial System.....	20
• Possible sanctions or protective measures.....	22
• Protecting Confidentiality.....	22
• Confidentiality of Reporting Crimes or Offences.....	22
▪ Education and Prevention Programs.....	23
• Sexual Assault Prevent.....	23
• Campus security polices: Crime Prevention and Safety Awareness Programs.....	23
▪ GCCC Policies.....	28
• Weapons Policy.....	28
• Student Conduct.....	28
• Missing Student Policy.....	29
▪ Sex Offender Registry and Access to Related Information.....	32
▪ GCCC Policies on Alcohol and Other Drugs.....	32
• Alcohol and Drug Policy.....	33
• Kansas Liquor Law Violations.....	33
• Kansas Drug Abuse Violations.....	33
▪ Annual disclosures from Crime Statistics.....	33
• Clery Definitions.....	33
• Crime Statistics.....	38
▪ Annual Fire Safety Report.....	42

From the President of Garden City Community College

At Garden City Community College, the safety of our students, employees, and general public is our top priority. The GCCC Campus Police Department is committed to providing a safe and secure learning environment while on campus, or in any facility owned or operated by the college. We will achieve this through community partnerships, education, planning, and the enforcement of state and local laws. GCCC has made a significant investment in having certified law enforcement officers on campus to strengthen our commitment to safety.

Our Campus Police officers are professionally trained and certified through the State of Kansas. We enforce State and local laws as well as GCCC rules and regulations. In addition to traditional police services, Campus Police provide other noteworthy services to students such as:

- Emergency Vehicle Unlocks: Campus Police can help by unlocking your vehicle for you, free of charge.
- Safety Escorts: Campus Police Officers will escort you anywhere on campus. Please call 620-272-6828. There may be a delay due to calls for service, please call in advance if possible.
- Vehicle Jump Starts: In situations where your vehicle needs a jumpstart, Campus Police will assist you.
- Crime Prevention Services: Direct reporting of campus issues and concerns to the GCCC Campus Police is made easy through an incident reporting form.

Garden City Community College is passionate about creating a safe campus and has taken measures for increased safety such as enhanced security cameras, new lighting across campus, and increasing full-time coverage of certified law enforcement. We are intentional in our efforts to protect students from all forms of sexual misconduct – sexual violence, dating violence, domestic violence, and stalking. Accordingly, we provide programs focused on prevention and advocacy, as well as counseling and consultation services. Safety and security are a primary focus at GCCC, and we continue to look at ways of enhancing and improving this focus. The college also has an incident reporting form that allows anyone to report concerns that will be directly received and reviewed by campus personnel. This information is located at [Safety Assessment Form](#).

We welcome you to our beautiful campus and look forward to helping you achieve your goals through GCCC. We are committed to creating a positive and safe campus and learning environment. Enjoy your time at GCCC, and let us know if there are ways that we can work to improve how we serve the public.

Preparation of the Annual Security Report and Disclosure of Crime Statistics

The Vice President of Student Services, Title IX Coordinator, Campus Police Chief, Campus Health Nurse, and Director of Residential Life, jointly prepare this report to comply with the Jeanne Clery Disclosure of Campus Security Policy & Campus Crime Statistics Act. The Annual Security & Fire Report is published each year on or before October 1 by the Campus Police Chief and Title IX Coordinator. The Campus Police Chief, working in collaboration with relevant campus officials and law enforcement agencies, authors the report based upon:

- Information provided and maintained by Campus Security
- Information collected by and solicited from local law enforcement
- Information gathered from Campus Security Authorities

The Campus Police Chief is responsible for distributing an annual notice to all students and employees describing where and how the College's annual security report may be obtained. The Human Resource Department is responsible for providing notice to all prospective employees and the Admissions Department is responsible for providing notice to all prospective students.

The College's annual crime statistics are available electronically. A paper copy is available upon request. Anyone interested in this report may request a copy from the GCCC Campus Police Department, Students Services, Human Resources, or Admissions offices. An annual notice is also distributed to all students and employees regarding the availability and location to obtain the College's annual security report. The Campus Police Chief is responsible for gathering and submitting the crime statistics for the campus annually basis. The Chief will request from the Vice President of Student Services, counselors, and/or other pertinent campus security authority's information to obtain the applicable crime statistics. Crime statistics will be requested from the local police department for the campus and contiguous property.

All crimes should be reported to Campus Police or a Campus Security Authority as noted below (defined as someone with "significant responsibility for student and campus activities").

- Campus Police (all)
- Residence Life Staff
- Vice President for Student Services
- Executive Director of Student Services
- Athletic Director, Associate Athletic Directors, and Coaches
- Director of Human Resources
- Advisors to student groups or organizations

Garden City Community College encourages all victims of a crime to immediately report any incident to any for the above positions. Reports can be made on a voluntary basis and all such reports are processed immediately. Certain cases are on a confidential basis for inclusion in the annual security report.

About Campus Police

Campus Police protects and serves the Garden City Community College Community. Pursuant to Kansas law, members of the Campus Police are empowered to enforce all state and local laws with the authority to make arrests and carry firearms: (a) on property owned, occupied or operated by the College or at the site of a function sponsored by the College ("College Property"); (b) on the streets, property and highways immediately

adjacent to College Property; and (c) within any city or county where College Property is located in order to protect the health, safety and welfare of students and employees of the College (with the appropriate agreement of local law enforcement agencies). College Property specifically includes, but is not limited to, the Garden City Community College (GCCC) main campus, East Garden Village trailers #463 and #466 and the GCCC Horse Palace.

Introduction

In 2013, Garden City Community College (GCCC) authorized preparation efforts toward the establishment of a campus police department. On October 31, 2013 a Director of Campus Safety was hired to conduct research and create the infrastructure for the department. During the research phase, the GCCC Director of Campus Safety scheduled visits to Johnson County Community College (JCCC) and Butler Community College. Both of these institutions have state recognized campus police departments. The GCCC Director of Campus Safety met with the respective police chiefs' and their staff. Materials pertaining to philosophy, best practices and department policies were shared. Information gleaned during these meetings provided a solid foundation for our vision and a timeline was prepared for GCCC administration, which included recommendations from each of the police agencies. The GCCC Director of Campus Safety drafted and submitted campus police policies/procedures and infrastructure requests for administration review. After the review process, the campus police department concept was taken to the GCCC Board of Trustees and it was unanimously approved. Implementation for the department was coordinated with representatives of the Kansas Commission on Peace Officers' Standards and Training (KSCPOST). On July 1, 2014 the GCCC Campus Police Department was officially recognized by the State of Kansas. On this date, the GCCC Director of Campus Safety was appointed to the position of Campus Police Chief.

Initially, the Campus Police Department consisted of one full-time police chief, one full-time civilian position and three part-time police officers. Currently, there are two full-time and eight part-time employees on staff.

Campus Police assignments are listed below:

- 1 Full-time officer (Campus Police Chief)
- 1 Full-time civilian officer
- 5 part-time police officers
- 1 part-time civilian officer
- 1 part-time police clerk

Most of our part-time campus police officers are full-time Finney County Sheriff's Deputies. Prior to implementation of the GCCC Campus Police Department discussions were initiated with the Finney County Sheriff, who demonstrated strong support for this arrangement.

Mission

Garden City Community College Campus Police are committed to providing a safe and secure learning environment for students, faculty, staff, and the general public while on campus, or in any facility owned or operated by the college. We will achieve this through community partnerships, education, planning and the enforcement of state and local laws.

Prior to the inception of our police agency in July, 2014 this mission statement was adopted and embraced by the officers and employees of our department. The campus police mission strongly supports the GCCC mission to produce positive contributors to the economic and social well-being of society.

Role, Authority:

The GCCC Campus Police Department, located in the Student and Community Services Center (2nd Floor), is an integral part of the college's dedication to developing and maintaining a safe and secure campus through the cooperative efforts of the several college departments.

Charged with ensuring safety and security of GCCC, the department strives to fulfill its responsibility to each member of the college community by providing quality services that assists the campus community in making time spent at GCCC safe and enjoyable.

The department provides a full range of services including, but not limited to, responding to crimes committed on campus, providing crime prevention programs, enforcing traffic laws and maintaining crowd safety for campus events. The department maintains close relationships with local, state and federal law enforcement agencies in implementing and coordinating campus security and law enforcement operations.

Under the authority of K.S.A. 72- 8222 (a) & (b) the Campus Police Department is established:

(a) The board of education of any school district or the board of trustees of any community college may employ school security officers, and may designate any one or more of such school security officers as a campus police officer, to aid and supplement law enforcement agencies of the state and of the city and county in which the school district or community college is located.

(b) The protective function of school security officers shall extend to all property of the school district or community college and the protection of students, teachers and other employees together with the property of such persons on or in any school or community college property or areas adjacent thereto, or while attending or located at the site of any school or community college-sponsored function. While engaged in the protective functions specified in this section, each school security officer shall possess and exercise all general law enforcement powers, rights, privileges, protections and immunities in every county in which there is located any part of the territory of the school district or community college.

Campus police officers employed by a community college or school district may exercise the power and authority of law enforcement officers anywhere K.S.A. 72-8222(d):

(1) On property owned, occupied or operated by the school district or community college or at the site of a function sponsored by the school district or community college;

(2) on the streets, property and highways immediately adjacent to and coterminous with property described in subsection (d)(1);

(3) within the city or county where property described in subsection (d)(1) is located, as necessary to protect the health, safety and welfare of students and faculty of the school district or community college, with appropriate agreement by local law enforcement agencies. Such agreements shall include provisions, defining the geographical scope of the jurisdiction conferred, circumstances requiring the extended jurisdiction, scope of law enforcement powers and

(4) duration of the agreement. Before any agreement entered into pursuant to this section shall take effect, it shall be approved by the governing body of the city or county, or both, having jurisdiction where such property is located, and the board of education or board of trustees involved;

(5) with appropriate notification of and coordination with local law enforcement agencies, within the city or county where property described in subsection (d)(1) or (d)(2) is located, when there is reason to believe that a violation of a state law, county resolution or city ordinance has occurred on such property, as necessary to investigate and arrest persons for such a violation;

(6) when in fresh pursuit of a person; and

(7) when transporting persons in custody to an appropriate facility, wherever it may be located.

Working Relationship with Local, State, and Federal Law enforcement

The Garden City Police Department and the Finney County Sheriff's Office has secondary law enforcement jurisdiction and authority on all property within the City of Garden City and Finney County, owned, leased or under the control of the college, and provides police services on said property unless deemed unnecessary by the Campus Police Chief, a Vice President or President of Garden City Community College.

The Garden City Community College Campus Police requests Garden City Police Department/Sheriff's Office to investigate any violent felony or missing student situation which occurs on any property within the City of Garden City or Finney County, owned, leased or under the control of the college. Victims of crimes are strongly encouraged by the college to report all crimes and the Campus Police Department assists victims in making reports to the police.

The Garden City Police Department and Finney County Sheriff's Office respond to college notifications and take appropriate action. When the Garden City Police Department executes a warrant on any property owned, leased or under control of the college, the Garden City Police Department when practical will request that a Campus Police officer accompany the City police officer. Efforts are made to refrain from interrupting a class to affect an arrest or to execute a search warrant unless reasonable circumstances are present.

Reporting Crimes and other Emergencies

Garden City Community College is dedicated to providing faculty, staff and student with information that they need to help make our campus safe.

Garden City Community College encourages the accurate and prompt reporting of crimes and emergencies. On campus incidents should be reported to the Garden City Community College Campus Police. This report can be filed in person at the department office located in the Student and Community Services Center (2nd Floor) or by phone at 620-276-9603 or 620-272-6828. Garden City Community College Campus Police officers have law enforcement authority under K.S.A. 22-2401a. Any crime or emergency, which takes place off-campus, but at an officially recognized activity of Garden City Community College shall be reported as if it happened on campus.

An emergency situation involves:

1. A crime in progress
2. A medical emergency
3. A fire

These should be immediately reported to 911. All campus phones may be used to dial 911 at no charge. To report any non-emergency incident occurring on campus, call the Campus Police Department at 603 or 620-272-6828, or go to the Campus Police Department, located in the Student and Community Services Center (2nd Floor).

When calling for either emergency or non-emergency service, be prepared to:

1. Clearly identify yourself
2. State where you are calling from
3. Briefly state the nature of your call

If possible, stay on the line unless otherwise advised by the dispatcher. The dispatcher will summon Campus Police personnel, or the appropriate police, fire, and/or medical service.

Members of the college community are strongly encouraged to report all crimes and suspicious activity to the Campus Police or appropriate police agency in a prompt and timely manner.

Voluntary, Confidential Reporting

Garden City Community College Policy does not permit the College to promise confidentiality to those who report crimes to anyone except the counselor in Counseling and Advising or, under certain circumstances, to a physician or nurse at the Student Health Center or a hospital. Some off-campus reports also may be legally confidential – e. g. reports to clergy or health care professionals.

Reports that are confidential by law will not be reported to the College for inclusions in the annual crime statistics report except is an aggregate form with no identifying information. Because of the requirements of public records laws, and counselor, medical professional and clerical confidentiality, Garden City Community College does not have a policy that permits confidential reporting of crimes from these individuals outside the campus community for inclusion in the annual crime statistics report.

Reporting to Other Campus Security Authorities

While GCCC encourages all campus community members to promptly report all crimes and other emergencies directly to the Campus Police at 620-276-9603 or 911, we also recognize that some may prefer to report to other individuals or campus offices. The Clery Act recognizes certain College officials and offices as “Campus Security Authorities” (CSAs). The Act defines these individual, among other individual, as “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 defined as a person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.”

While the College has identified several CSAs we officially designate the following offices as places where campus community member should report crimes.

Official	Campus Address	Phone Number
Campus Police	2 nd Floor SCSC	620-276-9603
Title IX Coordinator	1 st Floor SCSC	620-276-9508

Timely Warning Reports

Timely Warning Policy

The Campus Crime Alert (“Alert”) is provided to give students, faculty and staff timely notification of crimes that may represent a serious or on-going threat to the campus community and to heighten safety awareness. The Alert also seeks information that may lead to arrest and conviction of the offender when violent crimes against persons or substantial crimes against property have been reported.

The Campus Police Department is responsible for issuing a Campus Crime Alert when a crime is reported to or brought to the attention of the Campus Police or other campus security authorities and that crime represents serious or on-going threat to the safety of members of the campus community. Information for Alerts also comes from other law enforcement agencies. Every attempt will be made to distribute the Alert promptly; however, the release is subject to the availability of accurate facts concerning the incident. Alerts are created and distributed by Campus Police and/or the Vice President of Student Services, their designee with the assistance of Telecommunications and/or Communications.

Timely Warning Procedure

Campus Police prepares a Campus Crime Alert whenever a report is received of a violent crime against a person or a substantial crime against property on campus that represents a serious or on-going threat to the safety of students, faculty and staff. Alerts are assigned the same number as the corresponding Campus Police report and provide details of the crime, a description of the suspect (if known) information on whom to contact with information, and safety tips.

Campus Crime Alerts will be e-mailed as quickly as possible to faculty, staff and students, distributed throughout the campus, provided to campus media, posted on the Garden City Community College website, and if appropriate, posted in off-campus areas frequented by students.

Whenever the Garden City Police issue a new release about an off-campus crime that represents a serious or on-going threat to the safety of students, faculty, and staff, the College will assist in publicizing the crime on campus.

Campus Crime Alerts typically include the following information:

1. A succinct statement of the incident
2. Any connection to previous incidents
3. Physical description and/or composite drawing of the suspect, if appropriate
4. Date and time the Alert released
5. Other relevant important information
6. Appropriate safety

Emergency Response and Evacuation Procedures

The college continues to strengthen its commitment to emergency preparedness, planning and response. As part of that effort, we are establishing the Building Emergency Leader Program. This program incorporates emergency planning, education, and notification across the campus and uses volunteers and appointees who are knowledgeable about the operations of the buildings to which that are assigned. Building Emergency

Leaders fall under the leadership of their respective vice-presidents and directors, who have responsibility for campus emergency planning and preparedness in cooperation with GCCC Campus Police.

The Role of Building Emergency Leaders

Building Emergency Leaders (BEL) have an important role in campus emergency/disaster prepare and response; they serve as the communication liaison between Campus Police and the building occupants.

The BEL will be equipped with a college radio to pass on the instructions and information to staff, students, and visitors during an emergency. The BEL initiates and manages the evacuation so that the building occupants arrive at the predetermined shelter or assembly area. The BEL helps to determine who was in the building at the time of the emergency and reports this information to Campus Police. The BEL will also be the main building contact for official information related to severe weather (watches and warnings).

The role of a BEL is critical for overall safety, greater emergency preparedness and ultimately an enhanced emergency response.

Building Emergency Leader Duties and Responsibilities

- 1) Serve as the communications liaison between Campus Police and building occupants.
- 2) Coordinate building reporting and accountability at the designated assembly area for all building occupants.
- 3) Post notices, and disseminates information about building preparations, activities, and campus safety programs.
- 4) Trains alternates and backs-ups to assume duties when the BEL is on vacation, absent or not available and coordinates after-hours alternates building notification plans. Campus Police will provide assistance as needed.
- 5) Attends all training activities specifically organized for BELs
- 6) During the following emergencies the BEL should:
 - **Tornados**- monitor radio traffic on the Emergency Communication System. If a tornado warning is announced, notify all occupants of the building and seek shelter.
 - **Medical Emergencies**- immediately call 911 when notified of a medical emergency. Answer all of the questions asked by the police dispatcher. Notify Campus Police via the Emergency Communications radio. Direct first responders to the emergency.
 - **Fire**- Immediately call 911; answer all of the questions asked by the police dispatcher. Evacuate the building when the fire alarm sounds. Relay the emergency information to all occupants as you exit the building. Notify Campus Police via the Emergency Communications radio. Officers will assist with the evacuation of the building. Verify the safety of all students and staff (class/staff rosters).
 - **Gas/Ammonia Leaks**- Immediately call 911 if emergency condition exists. Answer all of the questions asked by the police dispatcher. Notify Campus Police will assess the situation. If necessary, officers will evacuate the building and coordinate with the Garden City Fire Department. If an emergency exists, relay information to all the occupants as you exit the building. Verify the safety of all students and staff (class/staff rosters).
 - **Armed Intruder**- Immediately call 911 when notified of the emergency. Answer all of the questions asked by the police dispatcher. Notify Campus Police via the Emergency Communications radio. Follow “Run, Hide, Fight” Principles.
 - Run if a safe path is available. Try to escape or evacuate even if others insist on staying. Listen for/or receive specific, real-time information and call 911. Also, notify Campus Police via the Emergency Communications radio.
 - If you can’t get out safely, find a place to hide. Lockdown or shelter in place by locking down and barricading entry points. Get low to the floor, spread out and

turn off lights. Silence your cell phones and turn down the volume to your radio (to its lowest setting).

- Listen for or give real-time updates by any communication means possible if it is safe to do so.
- As a last resort distract the attacker by movement, noise, or any means possible and create distance from the threat. Taking this action decreases the shooter's chances of hitting a target and can provide the precious seconds needed in order to evacuate. When confronted directly with a life-and-death situation, individuals should use any actions necessary to defend themselves. Work together or alone if necessary and act with aggression, use improvised weapons and fight. It is about survival; anything a person can do to gain control is acceptable
- Put distance between you and the attacker. Do not go to your car, evacuate on foot, seek assistance in a safe area, and stay alert to college information. No matter where you are, be familiar with your surrounding and know your escape routes. Don't be an easy target and never give up! "Run, Hide, Fight" is not designed to be sequential. Any or all options apply.

Emergency Notifications

The Campus Emergency Alert system ("RAVE") is provided to give students, faculty, and staff timely notification of crimes that may represent a serious or on-going threat to the campus community and to heighten safety awareness. The Alert also seeks information that may lead to arrest and conviction of the offender when violent crimes against persons or substantial crimes against property have been reported.

The Campus Police Department is responsible for issuing a RAVE Alert / Campus Crime Alert when a crime is reported to or brought to the attention of the Campus Police or other campus security authorities and that crime represents serious or on-going threat to the safety of members of the campus community. Information for Alerts also comes from other law enforcement agencies. Every attempt will be made to distribute the Alert promptly; however, the release is subject to the availability of accurate facts concerning the incident. Alerts are created and distributed by Campus Police and/or the Vice President of Student Services or designee with the assistance of Telecommunications and/or Communications.

Security and Access of College Facilities

GCCC administrative building is open from 8:00 am to 4:00 pm Monday through Friday.

Academic Building are generally open 7:00 am until 10:30 pm. Academic building access on weekends is only as needed. Access to individual classrooms and laboratories is limited to those enrolled in the courses meeting there. Likewise, access to most program is limited to those enrolled in the program or those otherwise with authorized access.

Many cultural and athletic event held at GCCC facilities are open to the public. Other facilities, such as the bookstore, library, and SCSC are open to the public. Only those who have approval are issued keys to a building.

Security at off-campus residences or property owned, leased, or controlled by Garden City Community College is under the control and jurisdiction of the College. Garden City Community College asks these organizations to

provide information about their safety and security procedures. The information they provide is maintained in the office of Campus Police and is available upon request.

Residence Life

Campus residence halls are supervised by trained staff members who are assisted in their efforts to maintain security and assisted by Campus Police. Services include attention to lighting (including emergency lighting during power failures), locking of all building main entrances on a regular schedule, security programming (including fire safety drills, rape awareness programs, vandalism reduction programs), building rounds and door check performed by student staff, and enforcement of a guest security escort policy.

Garden City Community College's Response to Domestic Violence, Dating Violence, Sexual Assault, and Stalking

Commitment to Addressing Sexual Assault/Rape, Domestic Violence, Dating Violence, and Stalking

GCCC values the health and safety of every individual on campus and expects staff, students, and visitors to treat others with respect and dignity. Any behavior which causes the sexual abuse/assault of another will not be tolerated, is a violation of the College's Student Code of Conduct, and may result in sanctions ranging from probation to expulsion. Disciplinary action on the part of the college does not preclude the possibility of criminal charges against any individual.

Statement of Information on Dating/Partner Violence: This statement of information applies to all students and employees. GCCC is committed to providing an institutional environment where all persons may pursue their studies, careers, duties, and activities in an atmosphere free of threat of interpersonal violence.

The college will support those who have been victimized by dating/partner violence by providing information and counseling services and, depending on the individual case, will refer the matter to the appropriate office or department to be handled under applicable college policies and procedures or Kansas criminal statutes.

In order to constitute Sexual Misconduct, conduct must be unwelcome or non-consensual.

Conduct is unwelcome when the other person does not solicit or invite it and regards it as undesirable or offensive. The fact that a person may accept the conduct does not mean that he/she welcomes or consents to it.

Sexual assault may take many forms including gang rape, acquaintance rape, date rape and stranger rape. Sexual assault can occur any time of day or night. Both men and women have been sexually assaulted by strangers, people whom they have known and trusted and people whom they have dated.

The term sexual assault as used by the college is synonymous with sexual battery (also referred to as rape). Sexual battery is a violation of state law (K.S.A. 21-5505(a)), and defined as the touching of a victim who is not the spouse of the offender, who is 16 or more years of age and who does not consent thereto, with the intent to arouse or satisfy the sexual desires of the offender or another. Rape is also a violation of state law (K.S.A. 21-5503(1)), and defined as knowingly engaging in sexual intercourse with a victim who does not consent to the sexual intercourse under any of the following circumstances:

(A) When the victim is overcome by force or fear; or

(B) When the victim is unconscious or physically powerless;

The Clery Act defines Sexual Assault as any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable giving consent. This includes Rape, Fondling incest and Statutory Rape as defined by the Clery Act.

The Clery Act defines Rape as the Penetration, no matter how slight, of vagina or anus, with any body part or object, or oral penetration by sex organ of another person, without to consent of the victim. This offense include

the rape of both males and females.

Dating violence: is not separately defined by Kansas law, but “Domestic Battery” (K.S.A. 21-5414) is:

- (1) Knowingly or recklessly causing bodily harm by a family or household member against a family or household member; or
- (2) Knowingly causing physical contact with a family or household member by a family or household member when done in a rude, insulting or angry manner.

The Clery act defines Domestic Violence as a felony or misdemeanor crime of violence committed—

- (1) By a current or former spouse or intimate partner of the victim;
- (2) By a person with whom the victim shares a child in common;
- (3) By a person who is cohabited with, or has cohabited with, the victim as a spouse or intimate partner;
- (4) By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;
- (5) By any other person against an adult or youth victim who is protected from that person’s acts under domestic or family violence laws of jurisdiction in which the crime of violence occurred.

Kansas Law defined Domestic Violence as K.S.A. 21-5111(i):

Domestic violence" means an act or threatened act of violence against a person with whom the offender is involved or has been involved in a dating relationship, or an act or threatened act of violence against a family or household member by a family or household member. Domestic violence also includes any other crime committed against a person or against property, or any municipal ordinance violation against a person or against property, when directed against a person with whom the offender is involved or has been involved in a dating relationship or when directed against a family or household member by a family or household member. For the purposes of this definition:

- (1) "Dating relationship" means a social relationship of a romantic nature. In addition to any other factors the court deems relevant, the trier of fact may consider the following when making a determination of whether a relationship exists or existed: Nature of the relationship, length of time the relationship existed, frequency of interaction between the parties and time since termination of the relationship, if applicable.
- (2) "Family or household member" means persons 18 years of age or older who are spouses, former spouses, parents or stepparents and children or stepchildren, and persons who are presently residing together or have resided together in the past, and persons who have a child in common regardless of whether they have been married or have lived together at any time. Family or household member also includes a man and woman if the woman is pregnant and the man is alleged to be the father, regardless of whether they have been married or have lived together at any time.

The Clery act also defines Dating Violence as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party’s statement and with consideration of the length of the relationship, and the frequency of interaction between the persons involved in the relationship.

Stalking:

Stalking Policy

Stalking is a crime under Kansas Statute 21-5427. Stalking behavior is prohibited and will not be tolerated at GCCC. GCCC defines stalking as a series of behaviors that in context intend to place, or have knowledge that the behaviors might place, another person in reasonable fear of her or his safety or mental or physical well-being.

While certain acts can be classified as crimes, others that do not rise to criminal behavior may still be subject to the campus judicial process. The college can take action and has the right to place sanctions on an offender. Incidents occurring on or off campus are subject to college discipline when such actions materially affect the learning environment or operations of the college. Legal options available to victims of stalking include reporting to the Campus Police or local police, seeking a remedy through civil proceedings, and/or using the campus complaint reporting process.

This policy applies equally to all members of the GCCC community: students, employees and visitors. GCCC is committed to protecting the right of all individuals to pursue their intellectual, vocational and personal interests without harassment or interference. The college is also committed to providing an environment in which visitors to and members of the campus community are treated with dignity, respect, and regard for their welfare and learning needs.

Stalking as defined by K.S.A. 21-5427 is:

- (1) Recklessly engaging in a course of conduct targeted at a specific person which would cause a reasonable person in the circumstances of the targeted person to fear for such person's safety, or the safety of a member of such person's immediate family and the targeted person is actually placed in such fear;
- (2) engaging in a course of conduct targeted at a specific person with knowledge that the course of conduct will place the targeted person in fear for such person's safety or the safety of a member of such person's immediate family; or
- (3) after being served with, or otherwise provided notice of, any protective order included in K.S.A. 21-3843, prior to its repeal or K.S.A. 2015 Supp. 21-5924, and amendments thereto, that prohibits contact with a targeted person, recklessly engaging in at least one act listed in subsection (f)(1) that violates the provisions of the order and would cause a reasonable person to fear for such person's safety, or the safety of a member of such person's immediate family and the targeted person is actually placed in such fear.

The Clery Act defines Stalking as engaging in a course of conduct directed at a specific person.

- (1) Fear for the person's safety or the safety of others; or
- (2) Suffer substantial emotional distress

Consent

"Consent "means words or actions that show an active, knowing and voluntary agreement to engage in mutually agreed-upon sexual activity. It is the responsibility of the initiator, or the person who wants to engage in the specific sexual activity to make sure the initiator has consent. Consent cannot be gained by force, by ignoring or acting without regard to the objections of another, or by taking advantage of the Incapacitation of another, where the accused knows or reasonably should have known of such incapacitation. For example, a person who is intoxicated may not be capable of giving consent. Consent is also absent when the activity in question exceeds the scope of consent previously given or when the person from whom consent is sought is deemed incapable of

giving consent under the law of the State of Kansas. A person always has the right to revoke Consent at any time during a sexual act. Failure to say “no” does not imply consent.

Consent is not a defined term in the Kansas Criminal Statute.

What to do if you have been the victim of sexual assault, Dating Violence, domestic violence, our stalking

What to Do If You Are Sexually Assaulted

Get to a safe place: For your protection, contact Campus Police immediately, especially if the assailant is still nearby. Campus Police will assist whether or not you choose to prosecute the assailant. Call the GCCC Counseling Center is available to assist you. Also, a number of college personnel are willing and able to assist in reporting assaults to the proper authorities.

Get medical attention immediately: The primary purpose of a medical examination is to check for physical injury, the presence of sexually transmitted diseases or pregnancy as a result of an assault. The secondary purpose of a medical examination is to aid in the police investigation and legal proceedings.

Don’t bathe or douche: Bathing or douching might be the first thing you want to do. But don’t. You might literally be washing away valuable evidence. Wait until you have a medical examination.

Save your clothing: It is all right to change your clothes, but save what you were wearing. Place each item of clothing in a separate paper bag and save for the police. Your clothing could be used as evidence for prosecution.

Reporting the incident to the police: It is up to you, but reporting is not the same as prosecution. Prosecution can be determined later. To contact the police, call 911, or Campus Police at 603 or 620-272-6828. Again, college personnel are willing and able to assist you in reporting assaults to the proper authorities. If you are a victim of a sexual assault and decide not to notify the police, please secure medical attention and contact any of the victim support resources listed in this publication.

Where to Go for Help

Many sexual assault cases go unreported because the victim fears retaliation or possible humiliation. Victims tend to feel guilty, as though they did something to bring an assault on themselves and often keep the incident

private or share details only with a close friend. While this might be helpful in the immediate sense, GCCC encourages you to talk to a knowledgeable counselor about being victimized. The various services on and off campus available to all victims of violent acts are designed to assist in overcoming the trauma of an attack and proceeding with life.

On-Campus Resources:

Contact	Location	Phone
GCCC Police	SCSC 2 nd Floor	620-276-9603
GCCC Counseling	SCSC 1 st Floor	620-276-9635
Family Crisis Campus Advocate	SCSC 1 st Floor	620-276-9672
Campus Nurse	BTSC 1 st Floor	620-276-9601

Off-Campus Resources:

Organization	Phone
Compass Behavioral Health Center	620-276-7689
Family Crisis Hotline	620-275-5911
Alcohol/Drug Abuse 24 hour Help Line	620-765-7001
Alcoholics Anonymous	620-272-5623
Fernandez & Martin AOD Counselors	620-275-8880
New Hope	620-271-9140
Valley Hope Alcohol & Drug Treatment Center	1-800-544-5101
National Hotline Numbers	1-800-COCAINE
	1-800-342-AIDS
	1-800-SUICIDE (784-2433)
Domestic Violence & Sexual Assault Hotline	1-800-363-2287
National Drug Abuse Hotline	1-800-241-9746
Law Enforcement Agencies	Emergency 911
Finney County Sheriff's Department	Non-emergency 620-272-3700
Garden City Police Department	Non-emergency 620-276-1300

What You Can Do If Someone You Know Has Been Sexually Assaulted

If you know someone who has been sexually assaulted, you can be of help. In the aftermath of a sexual assault, the victim may be experiencing fear, insecurity and frustration and may need care and support from others. You, as a friend (spouse or family member), can play an important role by providing reassurance and support.

Allow the victim to reflect upon what has happened and the feelings experienced, but do not press for details. Let her/him set the pace. Listening is one of the best things you can do at this time. In short, be a trusted friend.

If your friend has not received medical attention, encourage her/him to do so. Know that there is a possibility the medical facility will notify the police. However, it is up to your friend to make the final decision as to whether a formal police report will be initiated.

You can be a valuable resource to your friend by seeking out and providing information that will assist in understanding available options. For example, you can let the victim know that reporting the rape and collecting evidence does not automatically lock her/him into pursuing prosecution of the offender. What it does is assist the police in identifying the method and possible identity of the assailant. Since rapists tend to rape more than once, any information that can be provided may prevent the sexual assault of someone else.

Making the decision to report a sexual assault and undergo the subsequent processes of evidence collection and possible judicial proceedings will be very difficult for your friend. Although it is only natural that you will want to give advice, you must avoid trying to control the situation. A sexual assault victim needs to regain control and must be allowed to make her/his own decisions.

Whatever decisions are made, your friend needs to know that she/he will not be judged, disapproved of or rejected by you. The sexual assault victim suffers a significant degree of physical and emotional trauma both during and immediately following a rape that can continue a long time. By being patient, supportive and non-judgmental, you can provide a safe accepting climate into which your friend can release painful feelings.

Sometimes friends or family members take the sexual assault of a loved one very personally, almost as if the assault happened to them, losing perspective and sight of the real victim. They feel resentment or anger and unleash this anger on the victim and everyone else in general. Sometimes their sense of frustration and helplessness is pitted against a powerful urge for revenge.

Do not make the mistake of discounting or ignoring your emotional responses. It is very important to realize that you too are responding to an unwanted crisis. You are trying to understand what has happened and adjust to unfamiliar realities. Therefore, do not hesitate to take advantage of support services in your community which offer counseling for sexual assault victims and their significant others.

You may be asked to testify in judicial proceedings regarding your friend's remarks, actions and state of mind, especially if you were one of the first people she/he approached. Jotting down a few notes may prove to be of benefit later.

Risk Reduction, Warning Signs of Abusive Behavior and Future Attacks

Personal Safety Reminders

- Be aware of your surroundings and of the behavior of the people around you. Follow your intuition and trust your feelings about a situation.
- Be aware of your feelings when you are faced with situations in which you do not feel relaxed or in charge. If you feel uncomfortable, act on it.
- Be aware that alcohol and drugs compromise your awareness and ability to identify and act on your feelings. They also increase the opportunity for victimization.
- Be able to identify your sexual limits. It's your body, and no one has the right to force or pressure you to do anything you do not want to do.
- In general, the more information you have about a person, a situation and your own feelings and reactions, the safer you will feel.

Study/Workplace Safety

- Practice the buddy system. When working after hours let others know where you are, what time you plan to return, how to reach you and what route you will take.
- When studying or working late, make sure doors are locked. Avoid using stairs in remote sections of a building.
- Never prop doors open, especially fire doors, even for a short time.
- Don't leave your purse, backpack, briefcase or laptop computer unattended or unoccupied. If possible, always secure valuables in a locked cabinet or drawer. Avoid leaving valuables on or beneath a desk.
- Report suspicious persons and/or activity to safety and security.

Protect Yourself from Drug Facilitated Sexual Assault

- Never leave your drink unattended. Because they are colorless and odorless, drugs used in Drug Facilitated Sexual Assault can be slipped into any type of beverage.
- Do not accept drinks from anyone but a bartender or server.
- Try to attend bars or parties with a group of friends, arranging beforehand to watch each other's drinks.
- If you think your drink has been tampered with, seek medical attention immediately and request the hospital conduct toxicology testing.

Bystander Intervention

Bystanders play a critical role in the prevention of sexual assaults, domestic violence, dating violence and stalking. For example, bystanders may have the power to stop assaults, get help for people who have been victimized, and/or alert the appropriate authorities. GCCC is committed to promoting a culture of shared accountability where bystanders are actively engaged in the prevention of prohibited conduct. As such, all members of the college community are encouraged to intervene or interrupt any acts of sexual violence they witness.

The following are ways bystanders can intervene:

- When it is safe to do so, confront or report people who seclude, hit on or sexually assault people who are incapacitated.
- Speak up when someone discusses plans to take sexual advantage of another person.
- Call the police when a person is being physically abusive toward another.
- Refuse to leave the area — or call police — if a person is trying to get you to leave

- so they can sexually take advantage of another.
- Ensure community members who are incapacitated are not left alone or in vulnerable situations.

Campus Police Procedures for Responding to Reports of Sexual Assault, Dating Violence, Domestic Violence, Sexual Assault, and Stalking

What Victims of Sexual Assault Can Expect from the Campus Police Department

It is the intent of GCCC and the Campus Police Department to ensure that sexual assault victims are afforded sensitivity and maximum humane consideration.

- Officers will treat a victim with courtesy, sensitivity, dignity and understanding.
- Officers will act thoughtfully without prejudging or blaming a victim.
- Officers will inform a victim of services available both on and off campus.
- Officers will answer a victim's questions at any time and explain the criminal justice system and process.
- Officers will diligently assist any local, state and federal authority investigating the assault and will keep a victim informed on the progress of the case.
- A victim's name and identifying information will be withheld from the public and the press in accordance with Kansas open records laws.

CCCC Procedures for Reports of Alleged Sexual Assault, Dating Violence, Domestic Violence, Sexual Assault, and Stalking

Campus Disciplinary Action

The rights of each individual at Garden City Community College deserve the respect and protection of administration, faculty and staff. To assure the fair treatment of each individual, rules of disciplinary process are in effect.

The main objectives of the disciplinary process are to protect members of the campus community from harm due to the indiscretion of those on campus who are unable or unwilling to respect the right of others, and to assure students due process if they have been charged with violating college rules and regulations as listed in the handbook.

Misconduct is considered a matter of concern to administrators, faculty, staff and students alike. Reports of misconduct are usually made to the Vice President of Student Services for investigation and determination of inappropriate action.

Implementation of Disciplinary Process-The Vice President of Student Services will review with the student the nature of the complaint and the relevant evidence and testimony. When the investigations have been completed, the Vice President will take appropriate disciplinary action or refer the case to the College Disciplinary Review Board.

Disciplinary Appeals Procedure-If the appropriate action taken by the Vice President of Student Services calls for the student to be expelled or penalized, the student will be informed in writing with a statement for the action taken. The student has the right to appeal the disciplinary action taken by the Vice President to the College Disciplinary Review Board. This appeal must be made in writing to the Vice President of Student Services within 48 hours of the original decision.

All appeal hearings are private to best ensure justice and discourage delay. The appeal is not a new hearing, but a review of the record of the original hearing. If evidence which was unavailable at the original hearing is discovered, it will be considered. The student requesting the appeal must be present on the hearing date as set in the letter to the student. Failure to be present as scheduled waives the student's right of appeal.

Crimes of Violence and the Campus Judicial System

Because of the seriousness of the violation and the consequences to victims of sexual assault, GCCC and Garden City Community College Campus Police are committed to providing prevention services, educational programming, procedures that encourage reporting of sexual assault incidents and support services for victims.

An individual who is harmed by a violent act committed by a student in violation of the GCCC Student Code of Conduct may receive special consideration through the office of Vice President of Student Services. Acts of violence include, but are not limited to:

- Sexual assault
- Physical assault
- Relationship violence
- Dating violence
- Stalking and harassment
- Threatening to commit acts of violence against another

Victims are given options concerning how or whether to proceed with an alleged incident of violence within the student judicial process. However, the Vice President of Student Services can proceed with judicial action without the victim's consent in order to protect the safety and well-being of the college community. The three options available to victims within the college's student judicial process include:

1. The victim asks for an investigation to be undertaken. If the evidence indicates substantiation, conduct charges are filed against the accused student. The victim is called as a witness in a student judicial hearing.
2. The victim files a report with the Title IX Coordinator, or the Vice President of Student Services and requests that a discussion takes place with the accused student about the alleged incident. Information identifying the victim will not be released during the discussion.
3. The victim files a report with the Title IX Coordinator, or the Vice President of Student Services and affidavits are obtained to preserve the testimony of witnesses in the event that the victim and/or the college may want to pursue action in the future. This option is provided to the victim with the understanding that in crimes of violence, especially sexual assault, timeliness is very important for the preservation of physical evidence as well as oral testimony.

Victims of violence whose cases are handled by the Title IX Coordinator or the Vice President of Student Services will be provided the following to the extent feasible:

- Freedom from intimidation and harassment on campus after the reporting of an alleged incident including, but not limited to, reassignment of classes and class schedules;
- Information describing both the criminal and campus judicial processes;
- Information concerning the status of the case as it proceeds through the student judicial process;
- Information concerning the availability of counseling and medical services as well as academic assistance aimed at retaining the victim as a member of the college community;
- Treatment in a dignified and compassionate manner by representatives of the college community;
- Ability to remain present throughout the evidentiary portion of the judicial hearing;

- Presence of a person who agrees to accompany the victim throughout any investigation or campus judicial proceeding for the purpose of providing support;
- With a licensed health care professional's recommendation, in cases of sexual assault/abuse or relationship violence, students will be given the ability to testify from another room provided that it does not interfere with the accused student's right to question the accuser or a witness;
- Ability to submit proposed questions for all witnesses in advance of the hearing with the understanding that the hearing officer/chair will determine the appropriate questions to be asked;
- Exclusion of previous, unrelated sexual behavior from the student judicial hearing;
- Submission of a written impact statement to be considered during sanctioning, if the charged student is found responsible; and
- Creation of a sensitive environment for the victim throughout the campus judicial process.

In all cases processed through the college's judicial system, the accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding, and both accuser and the accused shall be informed of the outcome of the disciplinary proceeding.

Possible sanctions or protective measures

A student adjudicated responsible for violations of the Student Code of Conduct shall be subject to sanctions commensurate with the offenses and any aggravating and mitigating circumstances, which may include one or more of the following sanctions:

1. Reprimand
2. Conduct probation
3. No Contact Order
4. Loss of college privileges
5. Suspension
6. Expulsion
7. Restitution for college property damage
8. Mandatory counseling

For more information about the rights of the victim, rights of the accused, and the judicial process, refer to GCCC catalog and student handbooks.

Protecting Confidentiality

Garden City Community College Policy does not permit the College to promise confidentiality to those who report crimes to anyone except the counselor in the Counseling Center or, under certain circumstances, to a physician or nurse at the Student Health Center or a hospital. Some off-campus reports also may be legally confidential – e. g. reports to clergy or health care professionals.

Reports that are confidential by law will not be reported to the College for inclusions in the annual crime statistics report except in an aggregate form with no identifying information.

Because of the requirements of public records laws, and counselor, medical professional and clerical confidentiality, Garden City Community College does not have a policy that permits confidential reporting of crimes from these individuals outside the campus community for inclusion in the annual crime statistics report.

Confidentiality of Reporting Crimes or Offences

Garden City Community College Policy does not permit the College to promise confidentiality to those who report crimes to anyone except counselors at Counseling and Consultation Service or, under certain circumstances, to a physician or nurse at the Student Health Center or a hospital. Some off-campus reports also may be legally confidential – e. g. reports to clergy or health care professionals.

Reports that are confidential by law will not be reported to the College for inclusions in the annual crime statistics report. Because of the requirements of public records laws, and counselor, medical professional and clerical confidentiality, Garden City Community College does not have a policy that permits confidential reporting of crimes to these individuals for inclusion in the annual crime statistics report.

Education and Prevention Programs

Sexual Assault Prevention

In order to implement a policy, the College will engage in timely educational activities to inform members of the community about what sexual actions are unacceptable and how assaultive situations can be prevented and avoided.

The Garden City Community College Campus Police provides crime prevention and rape awareness information for any student enrolled at the Garden City Community College campus. The department also delivers educational programs periodically throughout each academic year that are accessible to the student population through appropriate scheduling.

Garden City Community College Campus Police will deliver specialized programs about the prevention of sexual assault upon request. The department will also work in cooperation with other training offered by organizations such as Finney County Sheriff's Office and Garden City Police Department.

Campus Security Policies: Crime Prevention and Safety Awareness Programs

Crime Prevention Services: The crime prevention function is based on the dual concepts of elimination or minimizing criminal opportunities, whenever possible, and encouraging students and staff to be responsible for their own safety and security as well as that of others. The following is a listing of crime prevention programs and projects designed to inform students and staff about campus security, safety practices, and the prevention of crimes:

Awareness Presentations: Speakers are available to speak to your group or department about sexual assault, theft prevention, violent crimes, alcohol and drugs, personal safety, emergency preparedness and other safety topics.

Printed Materials: Brochures, posters, and other printed materials about crime prevention are distributed throughout the campus.

Security Survey: Conducts visual inspections of grounds and buildings and submits written reports outlining the results of these inspections and the recommended improvements.

Crime Alert Notices: When circumstances warrant, Crime Alert Notices are released by the department to alert the college community of crimes reported to Campus Police or local police to aid in the prevention of similar occurrences.

Scheduled Crime Prevention Programs: College skills classes usually offered five to six times a year, Red Ribbon Week and first year Residence Hall student meetings which highlight personal safety, property safety and rape

awareness information.

Student, Staff, and Visitor Responsibilities

- Uphold and follow all codes of conduct, including this Code, relevant codes and bulletins of respective schools, professional programs or professional societies, and all rules applicable to conduct in class environments or College-sponsored activities, including off-campus clinical, field, internships, or in-service experiences.
- Obey all applicable College policies and procedures and all local, state, and federal laws.
- Facilitate the learning environment and the process of learning, including attending class regularly, completing assignments, and coming to class prepared.
- Plan a program of study appropriate to the student's educational goals. This may include selecting a major field of study, choosing an appropriate degree program within the discipline, planning class schedules, and meeting the requirements for the degree.
- Use College property and facilities in support of their educational while being mindful of the rights of others to use the university property and facilities.
- Maintain and regularly monitor the College accounts including e-mail and bursar accounts. Uphold and maintain academic and professional honesty and integrity.

Clery Act 2018-2019 Programing

	Dating Violence	Domestic Violence	Sexual Assault	Stalking	Suicide	Title IX Education
Educational Programs						
New Student Orientation	X	X	X	X	X	
Summer Football	X	X	X	X	X	
Athletic/Clubs Assembly	X	X	X	X		
Residential Assistant Training	X	X	X	X	X	X
Residential Life (Dorm) check in	X	X	X	X		
Cheer Team	X	X	X		X	
Freshmen Orientation/College Success-Sex Signals	X	X	X			X
Bridges at the ALC		X	X	X		
Know Your Rights						X
Campaigns						
Red Flag Campaign	X	X	X	X		
GC3 Media	X	X	X	X	X	
"Be a Friend" Magic Hope	X		X			
"Home Sweet Home"				X		
"These Hands Don't Hurt"	X	X				
"Faces of Abuse"	X	X				
"Keep It Safe"	X		X	X	X	
Stress/Anxiety					X	
Domestic Violence Awareness (Oct)	X	X				
Holiday Blues					X	
STD Awareness			X			
Sexual Assault Awareness (April)			X			
Dental Screening	X		X			
Vision Screening	X		X			
"What Were You Wearing?"			X			
Blood Drive	X	X	X	X	X	X
Newsletters to students, faculty, staff	X	X	X	X	X	
Alcohol Awareness	X		X			

Staff Training						
Heartland Safety Summit	X	X	X	X		X
Trauma Informed Sexual Assault Training			X			
Campus Advocate						
Family Crisis GCCC Campus Advocate	X	X	X	X	X	

GCCC Policies

Weapons Policy

Firearms Policy: To corresponded with a change in the law on July 1st 2017 the new weapons policy is:

In order to promote a safe and secure community college and learning environment, GCCC prohibits the possession or use of weapons on campus and at off-campus activities, other than as set forth below.

In accordance with the Kansas Personal and Family Protection Act, K.S.A. 75-7c01, et seq, and other applicable federal/state laws, it is permissible and will not be a violation of this policy for the:

- i) carrying of a concealed handgun on campus by legally qualified individuals, pursuant to Kansas law, and also in accordance with the concealed carry restrictions set forth below,
- ii) lawful carrying of a concealed handgun by an employee performing college duties at an off-campus activity, when in accordance with applicable laws/policies for such location,
- iii) lawful possession of a handgun within a personal/non-college vehicle,
- iv) lawful possession of weapons:
 - a. by GCCC Police officers or other law enforcement officers while acting within the scope of their employment, or by others authorized in writing by the GCCC Campus Police Chief or designee, or
 - b. as necessary for the conduct of college approved programs.

Procedures for Concealed Carry:

Each individual who lawfully possesses a handgun on campus shall be wholly and solely responsible for carrying, storing and using that handgun in a safe manner and in accordance with the law and this policy. Individuals who carry a handgun on campus must carry it concealed on or about their person at all times. "Concealed" means completely hidden from view and does not reveal the handgun in any way, shape or form. "About" the person means that an individual may carry a handgun if it can be carried securely in a suitable carrier, such as a backpack, purse, handbag or other personal carrier designed and intended for the carrying of an individual's personal items. Moreover, the carrier must at all times remain within the exclusive and uninterrupted control of the individual. This includes wearing the carrier with one or more straps consistent with the carrier's design, carrying or holding the carrier or setting the carrier next to or within the immediate reach/control of the individual. It shall be a violation of this policy to openly display any lawfully possessed handgun while on campus.

Restrictions Pursuant to Kansas Law:

Kansas law states that the only type of firearm that an individual can carry while concealed is a handgun as defined herein. The following restrictions applicable to all firearms specifically apply to the concealed carrying of a handgun under Kansas law and this policy, and the violation of any of the following restrictions is a crime under Kansas law and a violation of this policy:

- An individual in possession of a concealed firearm must be at least 21 years of age [K.S.A. 21-6302(a)(4)];

- A firearm cannot be carried by an individual:
 - o under the influence of alcohol or drugs, or both, to such a degree as to render the individual unable to safely operate the firearm [K.S.A. 21-6332],
 - o who is both addicted to and an unlawful user of a controlled substance [K.S.A. 21- 6301(a)(10)],
 - o who is or has been a mentally ill person subject to involuntary commitment [K.S.A. 21-6301(a)(13)],
 - o with an alcohol or substance abuse problem subject to involuntary commitment [K.S.A. 21-6301(a)(13)],
 - o who has been convicted of a felony crime [K.S.A. 21-6304];
- An automatic firearm cannot be carried [K.S.A. 21-6301(a)(5)];
- A cartridge which can be fired by a handgun and which has a plastic-coated bullet with a core of less than 60% lead by weight is illegal [K.S.A. 21-6301(a)(6)];
- Suppressors and silencers cannot be used with a firearm [K.S.A. 21-6301(a)(4)]; and,
- Firearms cannot be fired in the corporate limits of the City of Garden City, Kansas, at a dwelling, or at a structure or vehicle in which people are present, except in self-defense [K.S.A. 21-6308; 6308a].

There are no campus buildings or public areas that have been permanently designated to prohibit concealed handguns with Adequate Security Measures (ASMs) in place. However, the GCCC Police Department may temporarily designate a specific location as prohibiting concealed handguns and use temporary ASMs as defined and required by law. Appropriate notice will be given whenever this temporary designation is made.

Campus locations leased by GCCC or used for off-campus activity, and owned by an entity that may lawfully exclude or permit firearms at their premises (concealed or otherwise), may choose at their sole discretion to exclude or permit handguns from their premises, notwithstanding a lease or use arrangement with GCCC. If handguns are excluded at such locations and would otherwise be permitted by this policy, individuals are expected to comply with the rules imposed by the location.

Safety Requirements:

To reduce the risk of accidental discharge on campus, when carrying a concealed handgun on campus (whether on the person or in a carrier), the concealed handgun is to be secured in a holster that completely covers the trigger and the entire trigger guard area and that secures an external hammer in an un-cocked position through the use of a strap or by other means. The holster is to have sufficient tension or grip on the handgun to retain it in the holster even when subjected to unexpected movement. Handguns with an external safety are to be carried with the safety in the “on” position. Semiautomatic handguns are to be carried without a chambered round of ammunition and revolvers with the hammer resting on an empty cylinder.

Storage:

Handgun storage is not provided by GCCC. Individuals may store a handgun in the individual’s vehicle when the vehicle is locked and the handgun is secured in a location within the vehicle that is not visible from outside the vehicle; handgun storage by any other means is prohibited. Specifically, it is prohibited for any individual to store a handgun:

- i) in a vehicle that is unlocked or when the handgun is visible from outside the vehicle,
- ii) in an individual’s office,
- iii) in an unattended backpack/carrier,
- iv) in any type of locker or

- v) in any other location and under any circumstances except as specifically permitted by this policy and by state and federal law.

Training:

Training on the proper handling of a concealed handgun and the State of Kansas use of force statute is strongly encouraged.

Even the lawful carrying of a concealed handgun has its own risks. Any report of weapons on a GCCC campus will be addressed by GCCC Police Department and/or local police departments in coordination with the GCCC Police Department. The lawful carrying of a concealed handgun should not create concerns on campus; however, anything other than the lawful carrying of a concealed handgun has the potential to create confusion and additional risk during police responses.

Enforcement:

Any individual violating this policy will be subject to appropriate disciplinary action, including but not limited to suspension/expulsion, termination of employment, immediate removal/trespass from the premises and/or arrest. Enforcement of this policy will be administered by the GCCC Police Department.

Reporting:

1. Suspected violations of this policy should be reported to GCCC Police Department:
 - Call: 620-272-6828
 - Walk- in: Student Community Service Center (SCSC) 2nd floor – GCCC Police Department Office
2. Emergency reports concerning threats or violence on campus:
 - Call 620-272-6828 for GCCC Police Department
 - Or call 911

Exceptions are determined by the Vice President, and President of Garden City Community College. (Garden City Community College reserves the right to amend or change any Policy or Procedure governing firearms possession and use.)

Students who violate this policy are subject to suspension from the college with loss of all credit for the current semester and no refund of tuition and fees for the semester, as well as permanent prohibition from future enrollment or participation in college or college-sponsored activities.

- Students bringing firearms to campus must check them in at the Residential Life office.

Student Conduct

Off-Campus Conduct and the Campus Judicial System: When a student violates city, state or federal law by an offense committed off campus that is not associated with a college activity, the disciplinary authority of the college will not be used merely to duplicate the penalty awarded for such an act under applicable ordinances and laws.

The college will take disciplinary action against a student for such an off-campus offense only when it is required by law to do so or when the nature of the offense is such that in the judgment of the Vice President of Student Services, the continued presence of the student on campus is likely to interfere with the educational process or the orderly operation of the college; or the continued presence of the student on campus is likely to endanger the health, safety or welfare of the College community. If the Vice

President of Student Services determines that disciplinary action is warranted, the Vice President of Student Services shall so notify the student in accordance with established procedures. The action of the College with respect to any such off-campus conduct shall be made independently of any off-campus authority.

Conduct Standards: The Student Code of Conduct, located in the GCCC Student Handbook and catalog, and other appropriately published rules of conduct, play an important role in the college's commitment to safety and security of all its community members. Failure of students, faculty, staff or student organizations to comply with duly established laws or college regulations may subject violator(s) to appropriate action by college or other appropriate civil authorities. Such action might include referral to college disciplinary processes and even the possibility of arrest. Garden City Community College does not attempt to shelter students or employees from federal, state or local laws.

Missing Student Policy

A missing student is defined as any Garden City Community College student who resides in a facility owned or operated by Garden City Community College and who is reported as missing from his/her residence hall room/apartment.

If any member of the Garden City Community College community has reason to believe that a student is missing, he/she should immediately notify the GCCC Police office and/or the Residential Life Director. All possible efforts will be made to locate the student and to determine his/her state of health and well-being through collaboration of the Campus Police Office, Vice President of Student Services, and the missing student's family and friends.

A missing student should be reported as soon as possible to the GCCC Police Office and/or the Residential Life Director. Once a missing student is reported, GCCC Police will work in conjunction with the Vice President of Student Services and the Residential Life office to ascertain as much information as possible. The procedures that will be followed will include, but are not limited to the following:

Collection of Information

- The identity of the student
- The person reporting the incident
- The relationship of the person reporting
- The circumstances that caused the reporting person to file the report

GCCC Police will contact the following:

- The student's roommate
- The student's friends
- The student's advisor/coach/work study supervisor
- The student's emergency information as stated on the student's housing information

If the student is not located within 24 hours of the first report, appropriate family members, associates, or a college official will file a report to the law enforcement agency, which has jurisdiction. If the missing student is under the age of 18 and is not an emancipated individual, the GCCC Police Office will notify the student's parent or legal guardian immediately after it has been determined that the student has been missing for more than 24 hours. The GCCC Police Office will cooperate with, aid, and assist the primary investigative agency in all ways prescribed by law.

All residential life students must identify and list confidentially an individual to be contacted by GCCC in the event a student is determined to be missing for more than 24 hours. This individual will be notified no later than 24 hours after the student is determined to be missing.

CONTACTS

GCCC Police—620-272-6828

Residential Life Office—620-276-9516 or 620-276-9642

Sex Offender Registry and Access to Related Information

In accordance to the Campus Sex Crimes Prevention Act of 2000 (CSCPA), which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act, and the Family Educational Rights and Privacy Act of 1974 (FERPA), the College provides a link on its website to the [Kansas Bureau of Investigation \(KBI\) Registered Offender](#).

The Federal Campus Sex Crimes Prevention Act, enacted October 28, 2000, went into effect October 28, 2002. The law requires institutions of higher education to issue statements advising the campus community where law enforcement agency information provided by a state concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a state to provide notice, as required under state law, of each institution of higher education in that state at which the person is employed, carries on a vocation or is a student.

In accordance with Kansas State Statute 22-4904 ("Registration of Offender"), convicted sex offenders in Kansas must register with the county sheriff within 10 days of establishing permanent or temporary residence.

The KBI makes information concerning the presence of registered sexual offenders available to local law enforcement officials and the public. It is then the responsibility of the county sheriff or the municipal police chief to make required notification to all community members of the presence of registered offenders in a manner deemed appropriate by the sheriff or police chief.

It is the responsibility of the county sheriff to notify the College if an offender or predator is enrolled, employed or carrying on a vocation at the college. The Garden City Community Campus Police Department is required to inform members of the campus community where to obtain information about such offenders.

In addition to the above notice to the State of Kansas, the College requires offenders who are required to register with law enforcement authorities to also register with the Garden City Community College Campus Police Department prior to the start of that student's first class at GCCC following conviction. Employees are required to register with the Human Resources Office upon conviction. Applicants for employment are required to disclose convictions on their application for employment.

Any member of the Garden City Community College Campus Community who wishes to obtain further information regarding sexual offenders on campus may refer to the KBI website or use the KBI website searchable database. The KBI searchable database may be used to find all registered sex offenders in any city, county or ZIP code in the state.

GCCC Polices on Alcohol and Other Drugs

Alcohol and Drug Policies

Controlled Substances: The manufacture, use, possession, sale or distribution of illegal or illicit drugs on GCCC property or event is prohibited. Those caught manufacturing, using, possessing or distributing said illegal or illicit drugs are subject to arrest and prosecution.

Students will be referred to Student Services for possible disciplinary action. Faculty and staff will be referred to Human Resources for possible disciplinary action. Garden City Community College Campus Police Department is responsible for enforcing the College Drug Policy and has jurisdiction under K.S.A. 72-

8222 to question or detain any student or individual present on campus property or at a college-controlled event.

Alcoholic Beverages: The use of alcoholic beverages by members of the GCCC community is at all times subject to the alcoholic beverage laws of the State of Kansas, the city of Garden City, and the county of Finney, KS. No student shall consume, possess or provide to a minor any alcoholic beverages, beer and/or wine, on any college owned or operated facility or at any college-sponsored event either on or off campus.

Liquor Law Violations:

The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness. Include in this classification: the manufacture, sale, transportation, furnishing, possession, etc., of intoxication liquor maintaining unlawful drinking places; bootlegging; operating still; furnishing liquor to a minor or intemperate person; underage possession; using a vehicle for illegal transportation of liquor; drinking on train or public conveyance; and attempts to commit any of the above (Kansas State Statute Chapter 41).

Drug Abuse Violations:

The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in the preparation and or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substances. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics – manufactured narcotics, which can cause true addition (Demerol, Methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine). (Kansas State Statute 21-5703-5715).

Annual Disclosures of Crime Statistics

Clery Definitions

Crime statistics are broken down geographically according to the following categories: total campus, non-campus building or property, and public property. The following definitions apply to these geographic categories:

Campus: (1) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and (2) Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

Non-campus building or property: (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or (2) Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Public Property: All public property, including thoroughfares, streets, sidewalks and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

Murder: The willful (non-negligent) killing of one human being by another.

Manslaughter: The killing of another person through negligence.

Forcible Sex Offenses: Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent. Forcible sex offenses include:

Forcible Rape: The carnal knowledge of a person, forcibly and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

Forcible Sodomy: Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Sexual Assault with an Object: The use of an object or instrument to unlawfully penetrate, however slight, the genital or anal opening of the body of another person, forcibly and/or against that person's will or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Forcible Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Non-forcible Sex Offenses: Unlawful, non-forcible sexual intercourse. Non-forcible sex offenses include:

Incest: Non-forcible sexual intercourse with a person who is related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape: Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Robbery: The taking, or attempting to take, anything of value under confrontational circumstances from the control, custody or care of another person by force or threat of force or violence, and/or by putting the victim in fear.

Aggravated Assault: An unlawful attack by one person upon another where either the offender displays a weapon, or the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

Burglary: The unlawful entry into a building or other structure with the intent to commit a felony or a theft.

Domestic Violence: Includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any

other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Dating Violence: Violence committed by a person (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) The length of the relationship, (ii) The type of relationship, (iii) The frequency of interaction between the persons involved in the relationship.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to (A) fear for his or her safety or the safety of others; or (B) suffer substantial emotional distress.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle.

Arson: To unlawfully and intentionally damage, or attempt to damage, any real or personal property by fire or incendiary device.

Liquor Law Violation: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of intoxicating alcoholic beverages.

Drug Related Violations (Sale and Possession): The unlawful cultivation, manufacture, distribution, sale, purchase, possession, transportation or importation of any controlled drug or narcotic substance. Or, the unlawful manufacture, sale, purchase, possession or transportation of equipment or devices used for preparing and/or taking illegal drugs or narcotics (drug paraphernalia).

Weapon Law Violations: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons.

Crime Prevention Services: The crime prevention function is based on the dual concepts of elimination or minimizing criminal opportunities, whenever possible, and encouraging students and staff to be responsible for their own safety and security as well as that of others. The following is a listing of crime prevention programs and projects designed to inform students and staff about campus security, safety practices, and the prevention of crimes.

Crime Statistics

Criminal Offenses - On Campus			
	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	1	1	
Fondling	2	2	
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	1	0
Burglary	7	7	2
Motor Vehicle Theft	0	0	1
Arson	0	7	
VAWA Offenses			
Domestic Violence	0	0	1
Dating Violence	0	0	0
Stalking	0	1	2
Arrests			
Weapons: Carrying, Possessing, etc.	0	0	0
Drug Abuse Violations	1	0	0
Liquor Law Violations	0	0	1
Disciplinary Actions			
Weapons: Carrying, Possessing, etc.	0	2	
Drug Abuse Violations	28	39	50
Liquor Law Violations	100	77	44

Criminal Offenses - Noncampus			
	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
VAWA Offenses			
Domestic Violence	0	0	1
Dating Violence	0	0	0
Stalking	0	0	0
Arrests			
Weapons: Carrying, Possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Actions			
Weapons: Carrying, Possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

Criminal Offenses - On Campus Student Housing			
	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	1	1	
Fondling	1	2	
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	2	7	2
Motor Vehicle Theft	0	0	1
Arson	0	0	0
VAWA Offenses			
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0
Arrests			
Weapons: Carrying, Possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Actions			
Weapons: Carrying, Possessing, etc.	0	0	
Drug Abuse Violations	12	39	50
Liquor Law Violations	95	77	44

Criminal Offenses - Public Property			
	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
VAWA Offenses			
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0
Arrests			
Weapons: Carrying, Possessing, etc.	0	1	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0
Disciplinary Actions			
Weapons: Carrying, Possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

Hate Crimes - On Campus 2018

	Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/Damage/ Vandalism of Property	0	0	0	0	0	0	0	0	0

Hate Crimes - On Campus 2017

	Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/Damage/ Vandalism of Property	0	0	0	0	0	0	0	0	0

Annual Fire Safety Report

The Higher Education Opportunity Act (Public Law 110-315) became law in August 2008. It requires all United States academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire-related on-campus statistics. The following public disclosure report details all information required by this law as it relates to Garden City Community College.

Definitions

Fire: Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

Fire Drill: A supervised practice of a mandatory evacuation of a building for a fire.

Fire-related injury: Any instance in which a person is injured as a result of a fire, including any injury sustained from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of the fire, or deaths that occur within 1 year of injuries sustained as a result of the fire.

Fire safety system: Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire including: Sprinkler or other fire extinguishing systems, Fire detection devices, standalone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights, smoke-control, and reduction mechanisms, and Fire doors and walls that reduce the spread of a fire.

Value of Property Damage: The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity, including: contents damaged by fire, related damages caused by smoke, water, and overhaul, however it does not include indirect loss such as business interruption.

Fire Statistics for On-Campus Student Housing Facilities

A fire log is kept at the Residential Life Office and is open to the public during normal business hours. Garden City Community College maintains a fire log that records any fire that occurred in an on-campus student housing facility and includes information such as the nature, date, time, and general location of each fire.

The Fire log entry or an addition to an entry shall be made within two business days of the receipt of information. The fire log for the most recent 60 day period shall be open to public inspection during normal business hours. Any portion of the log older than 60 days will be available within two business days of a request for public inspection.

Description On-Campus Student Housing Fire Safety Systems

West Hall is equipped with a new fire alarms system installed in the summer of 2010. All student rooms are equipped with sounders and smoke detectors. All stairway doors are equipped with door hold open devices that release in the event of an alarm and close. All devices are monitored for alarms, tampering and troubles. In the event of an alarm or system trouble, the appropriate people are notified via cell phone and or email. System operation is backed up with batteries. Fire extinguishers are located throughout the building as well as emergency exit lighting in the hallways and stairways.

East Unit rooms are equipped with a new fire alarms system installed in the summer of 2011. All student rooms are equipped with sounders and smoke detectors. All stairway doors are equipped with door hold open devices that release in the event of an alarm and close. All devices are monitored for alarms, tampering and troubles. In the event of an alarm or system trouble, the appropriate people are notified via cell phone and or email. System operation is backed up with batteries. Fire extinguishers are located throughout the building as well as emergency exit lighting in the hallways and stairways.

Apartments "A", "B", and "C" are equipped with individual smoke detectors in each bedroom and living room. All smoke detectors in an apartment are interconnected so they will all sound in the event of a fire. Smoke detectors are powered by building power as well as batteries for a backup. Fire extinguishers are available in all apartments.

Fire Alarm Testing and Inspections Individual components of the fire alarms systems are tested annually by a certified fire alarm company in accordance with NFPA 72, National Fire Alarm Code.

Residence Hall Fire Drills

Fire drills are held twice a year, once a semester, for each residence hall. Fire drills are mandatory supervised evacuations of a building for a fire. The fire drill is scheduled with Campus Safety and Security and the residence hall staff. Students who fail to leave the building during a fire drill are fined and the incident is turned over to the Residential Life Director.

Prohibitions on portable electrical appliances, smoking, and open flames

Residential Life policy on fire safety is to prohibit usage of electrical cooking appliances, candles, and specific electrical equipment in individual rooms. Candles or open flame are prohibited in residence halls. There are limits on the number of electrical appliances allowed in a specific room.

During fall semester a Residential Life RA will do a fire/life inspection of your room. You will be notified as to when these inspections will take place and you will be required to allow the RA or staff member into your room at that time. If you or your roommate are not present, the room will be inspected without you present and a note will be left indicating the status of your room. Should a violation be found, you will receive a letter indicating what the violation was and you will be expected to meet immediate compliance. If the violations have not been corrected after an unannounced re-inspection, you and/or your roommate(s) will be fined and subject to disciplinary action.

Violations are as follows:

- Extension cords and multi-tap electric units without a breaker
- Blocking of electrical panels
- Blocking of egress (exit) pathways
- Evidence of burning of candles, incense or tobacco products
- Evidence of cooking; or cooking appliances, even if unused
- Evidence of a heavy load of combustible material
- Use of electrical wiring, devices, appliances which are modified or damaged
- Use of a portable heater
- Evidence of a tampered smoked detector
- Use of halogen lamp/lighting
- Unsafe lofting or raising of beds-including rooms with no guardrails

- Strings of lights, twinkle lights, holiday lights
- Any other situation deemed unsafe by the staff inspector

Smoking policy: Garden City Community College prohibits smoking in any of the Residence Halls and only allows smoking in designated areas by those 21 and older.

Reporting a Fire: Students reporting a fire should contact Security and dial 911. If the fire event is no longer a danger, they should contact the Residential Life Director, Supervisor, or Residential Assistant to report the incident to Security.

Evacuation procedures

Residential Life policy on evacuation from residence halls is in the Residential Life student handbook and is discussed with residents when they move into the residence hall, as follows: Know the emergency routes from your room and hall.

- Check to see if your door is hot or has smoke around it. If so, stay in your room, stay low, and wait to be evacuated by firefighters.
- Shut your door tightly when you leave.
- Exit your building and follow the directions of staff members.
- DO NOT remain in courtyards or in close proximity to the buildings. Remain in designated locations until cleared for re-entry by either the hall director or a member of the Residential Life staff acting on behalf of the Residential Life Director or public safety.
- If you can use a fire extinguisher in your hall without endangering yourself, do so. However, your first concern is the safety of yourself and others. Do not attempt to extinguish a fire if your personal safety becomes threatened.

A fire safety inspection is conducted in the first semester to ensure residents are abiding by all regulations.

Residential Life Residence Assistants and staff will have training annually on fire safety.

Fire Statistics and

GCCC 2018-2019	
Fires - On-campus Student Housing Facilities	
Facility	# of Fires
West Hall	0
East Units	1
Apartment Building "A"	0
Apartment Building "B"	0
Apartment Building "C"	0
Broncbuster Housing	0
Suites "A"	0
Suites "B"	0
Suites "C"	0
Suites "D"	0

Improvements in the next 12 months facilities is going to display placards for Evacuation Plans

Fire Safety System in Residential Facilities				
Facility	Yearly Evacuation (Fire) Drills	Smoke Detection	Fire Ex Devices	Evacuation Plans placards
West Hall	1	X	X	X
East Units	1	X	X	N
Apartment Building "A"	1	X	X	N
Apartment Building "B"	1	X	X	N
Apartment Building "C"	1	X	X	N

Broncbuster Housing "A"	1	X	X	N
Broncbuster Housing "B"	1	X	X	N
Broncbuster Housing "C"	1	X	X	N
Broncbuster Housing "D"	1	X	X	N
Broncbuster Housing "E"	1	X	X	N
Broncbuster Housing "F"	1	X	X	N
Broncbuster Housing "G"	1	X	X	N
Suites 1703 Laurel	1	X	X	N
Suites 1705 Laurel	1	X	X	N
Suites 1707 Laurel	1	X	X	N
Suites 1709 Laurel	1	X	X	N
Suites 1713 Laurel	1	X	X	N
Suites 1803 Laurel	1	X	X	N
Suites 1805 Laurel	1	X	X	N
Suites 1807 Laurel	1	X	X	N
Suites 1809 Laurel	1	X	X	N