

**IT'S YOUR**

**RIGHT**

**TO KNOW**

**2009- 2010**

**CLERY ACT CAMPUS CRIME INFORMATION**

**For students, employees & guests of**

**HINDS COMMUNITY COLLEGE**



Published by Hinds Community College on the College website to comply with Title II of Public Law 101-542 Student Right to Know Act-Crime Awareness and Campus Security Act of 1990 (Title II of Public Law 101-542), which amended the Higher Education Act of 1965 (HEA). This act required all postsecondary institutions participating in Title IV student financial aid programs to disclose campus crime statistics and security information. The act was amended in 1992, 1998, and 2000. In 1998 the amendments renamed the law the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act in memory of a student who was slain in her dorm room in 1986.

# TO PROTECT AND SERVE

The Campus Police Department is a team of professionals working to provide a secure environment in which the educational mission of the College can be fully realized. The officers and staff are service-oriented and committed to the safety and well-being of those associated with Hinds Community College. They provide crime prevention and control, criminal investigation, traffic and parking supervision, disaster coordination, maintenance of public order and other related services. The officers of the department are responsible for the enforcement of state and local laws. They also work closely with the Dean of Students Office to ensure that safety policies and procedures are uniformly executed and conveyed in a clear and consistent manner to the College's students, faculty and staff. The department's ability to function as an independent law enforcement agency enables the staff to respond to situations requiring police assistance while still maintaining the autonomy of the College.

## OUR OFFICERS AND THEIR TRAINING

Campus security is provided by a College-employed staff of Campus Police officers supplemented with contract security officers.

- ★ Police officers are certified by the State of Mississippi Board of Law Enforcement Officers Standards and Training and are sworn Peace Officers.
- ★ Campus Police officers receive basic law enforcement training at the Mississippi Law Enforcement Officers' Training Academy and all receive continuous in-service training in law enforcement and human services.
- ★ Security officers, although without police power, are able to enforce College rules and regulations.
- ★ Officers are in constant radio communication with mobile and stationary units as well as other police agencies.
- ★ Marked vehicles allow flexibility and mobility in patrolling the campus area.



# FACILITY ACCESS AND SECURITY

Hinds Community College operates under an “Open Campus” policy. However, there are specific security measures regarding access to campus buildings and social events.

- ★ Identification cards with proper validation are issued to all students and employees. They are to be used for admission to residence halls, athletic facilities, and social events. These cards are necessary for students and employees to take advantage of library, bookstore, financial aid, food service, and business office privileges. Failure to visibly wear one's I.D. card at all times when on College property can result in fines and disciplinary action, including suspension from HCC. The I.D. card must be surrendered to any College official upon request.
- ★ Exterior entrances to residence halls, academic, technical, career and athletic facilities are routinely and regularly patrolled and secured by the Campus Police/Security officers. Additionally, Campus Police/Security officers provide routine and regular foot and/or vehicular patrol of the Campus.
- ★ Maintenance of security hardware and electronics is provided by the College's maintenance employees and registered locksmith.
- ★ Private business or solicitation may not be conducted on College premises, including residence halls and/or academic buildings, except when a student organization has requested a particular service which is directly relevant to the purpose of that organization and has been given approval by the appropriate college officials.
- ★ The Campus will be closed to all unauthorized personnel from 10:30 PM until 7 AM each night. Students must be either in the process of entering the residence hall or leaving the Campus. This procedure is not intended to either penalize or limit students' entry or exit from the hall, but is intended to provide optimum conditions for security operations.
- ★ Exterior entrances to all residence halls have controlled access either by electronic or mechanical locks.



# HINDS CAMPUS POLICE ASSISTANCE PROGRAMS

Many staff members, students and visitors to our campuses may be unaware of the services that our office provides. The following is a list of things that we can do for you:

- ★ Investigate all incidents on campus.
- ★ Make emergency notifications.
- ★ Escort service to your vehicle or building to building.
- ★ Maintain the College lost-and-found service.
- ★ Provide engraving services for personal belongings.
- ★ Issue vehicle registration decals.
- ★ Provide classes, clubs, offices with programs on safety awareness and crime prevention tips.

## CAMPUS SAFETY AND SECURITY SERVICES

- ★ Provides a full service police department on four campuses and security on two.
- ★ Provides and maintains doors that lock to all rooms and buildings.
- ★ Make and issue all College door keys (locksmith).
- ★ Implements safety and security awareness programs, such as self-defense and substance abuse education.
- ★ Provides outside emergency phones located near the women's and men's residence halls, and other strategic campus locations.
- ★ Conducts campus lighting and safety surveys.
- ★ Trims shrubs and trees around buildings.
- ★ Trains residence hall staff to respond to routine and crisis situations.
- ★ Provides residence hall information desks which operate 10 hours per day.
- ★ Issues identification cards to all students and employees, which provide access to campus activities and facilities.
- ★ Manages campus parking.

# **STUDENTS - BE SMART - DO YOUR PART !!!**

## **SAFETY IS A SHARED RESPONSIBILITY. STUDENTS ARE EXPECTED TO :**

- ★ Lock the doors to their rooms at all times.
- ★ Not to prop open doors or entrances.
- ★ Not to allow strangers to enter a residence hall building, room or floor.
- ★ Not to allow anyone to enter a residence hall building, room or floor after curfew.
- ★ Not to allow visitors to enter a residence hall building, room or floor when the building lobby is not open for visitors.
- ★ Call Campus Police or residence hall staff for assistance when needed.
- ★ Walk with others at night on Campus.
- ★ Immediately report suspicious persons/activities to residence hall staff or Campus Police.
- ★ Take appropriate steps to secure personal property like computer, car, jewelry, etc.
- ★ Participate in security-related programming such as engraving personal property.
- ★ Read, understand, and abide by the College and Residence Hall Rules and Regulations. See current HCC Student Handbook on the Hinds Web [www.hindscc.edu](http://www.hindscc.edu) and click on "orientation" link.
- ★ Provide input to Student Government, Hall Councils, Hall RA's and College officials about how the Campus can be made safer.
- ★ Report, in writing, occurrences of obscene or harassing phone calls or conversations.
- ★ Purchase home owners or renters insurance coverage for personal belongings.

**REMEMBER - BE SMART - THINK SAFETY - ACT SMART !!!**



# SECURITY IN THE RESIDENCE HALLS

Hinds Community College has 12-single sex residence halls. There is no on-campus housing for married students. All students have the opportunity to request changes in room assignments, which are accommodated as quickly as possible based upon available facilities. The College does not provide off-campus housing.

- ★ Trained Hall Directors and Resident Assistants staff the halls and are on call 24 hours a day. They undergo thorough training in enforcing residence hall security policies.
- ★ Residence Hall Staff Members are assigned to the desk at the main entrance of the residence halls during specific hours of the day.
- ★ All exterior doors in residence halls are locked at 10:30 PM and reopen at 1:00 PM when staff are on duty. The student's I.D. is the key which opens the main entrance of the hall to residents needing access. The student rooms in residence halls have locks and windows that have locking devices.
- ★ Overnight guests in the residence halls may only stay on the weekends. They must be students of the same sex and must be pre-approved in writing by the Hall Director, not by a Resident Assistant.
- ★ When the red emergency button phone is pushed it will automatically connect to the Campus Police Department.

## RESIDENTIAL SAFETY & SECURITY PROGRAMS

Currently, the College has a multi-faceted program to inform students and employees of campus security procedures and crime prevention.

- ★ The Campus Police/Security Department, along with the Dean of Students Office, utilizes printed materials, student forums, special emphasis week programs and multi-media presentations to promote crime prevention and awareness in the College community.
- ★ Scheduled annual emphasis week programs focus on a variety of topics including alcohol and drug abuse awareness, self defense, crime prevention and reporting crimes.
- ★ Guest speakers are invited on campus to present programs relative to such topics as accepting responsibility for one's own actions, developing civic responsibility to report, prevent and deter crime.
- ★ Residence Life staff offers many different programs that address all facets of life such as interpersonal relationships, improving study skills, time and stress management, self defense, rape prevention, AIDS education and social/intramural events.



# HINDS COMMUNITY COLLEGE 2008 CLERY ACT CRIME AND DISCIPLINE DATA BY CAMPUS

## CAMPUS 01: RAYMOND

## CAMPUS 02: VICKSBURG-WARREN

## CAMPUS 03: JACKSON-NAHC

CLERY CRIME DATA CATAGORIES	On Campus	Res Halls	Public Property	TOTAL	On Campus	Res Halls	Public Property	TOTAL	On Campus	Res Halls	Public Property	TOTAL
<b>CRIMINAL OFFENSES</b>												
Murder/non-negligent Manslaughter	0	0	0	0	0	N/A	0	0	0	N/A	0	0
Negligent Manslaughter	0	0	0	0	0	N/A	0	0	0	N/A	0	0
Sexual Offences, Forcible	0	0	0	0	0	N/A	0	0	0	N/A	0	0
Sexual Offences, Non-forcible	0	3	1	4	0	N/A	0	0	0	N/A	0	0
Robbery - Aggravated	0	0	0	0	0	N/A	0	0	0	N/A	0	0
Assault - Aggravated	0	0	0	0	0	N/A	0	0	0	N/A	0	0
Burglary	14	49	0	63	0	N/A	0	0	5	N/A	0	5
Motor Vehicle Theft	1	0	0	1	0	N/A	0	0	1	N/A	0	1
Arson	0	0	0	0	0	N/A	0	0	0	N/A	0	0
						N/A				N/A		
<b>HATE CRIMES</b>												
Murder/non-negligent Manslaughter	0	0	0	0	0	N/A	0	0	0	N/A	0	0
Negligent Manslaughter	0	0	0	0	0	N/A	0	0	0	N/A	0	0
Sexual Offences, Forcible	0	0	0	0	0	N/A	0	0	0	N/A	0	0
Sexual Offences, Non-forcible	0	0	0	0	0	N/A	0	0	0	N/A	0	0
Robbery - Aggravated	0	0	0	0	0	N/A	0	0	0	N/A	0	0
Assault - Aggravated	0	0	0	0	0	N/A	0	0	0	N/A	0	0
Burglary	0	0	0	0	0	N/A	0	0	0	N/A	0	0
Motor Vehicle Theft	0	0	0	0	0	N/A	0	0	0	N/A	0	0
Arson	0	0	0	0	0	N/A	0	0	0	N/A	0	0
<b>ARRESTS</b>												
Liquor Law Violation (arrests)	6	0	0	6	0	N/A	0	0	0	N/A	0	0
Drug Violations (arrests)	6	3	0	9	0	N/A	0	0	0	N/A	0	0
Weapons Violations (arrests)	1	0	0	1	0	N/A	0	0	0	N/A	0	0
<b>CRIME TOTALS</b>				<b>84</b>				<b>0</b>				<b>6</b>
<b>ENROLLMENT *</b>				<b>15,162</b>				<b>1,230</b>				<b>4,375</b>
<b>Campus Crimes/100 Students</b>				<b>0.554</b>				<b>0.000</b>				<b>0.1371</b>

DISCIPLINE ACTIONS	On Campus	Res Halls	Public Property	TOTAL	On Campus	Res Halls	Public Property	TOTAL	On Campus	Res Halls	Public Property	TOTAL
Liquor Law Violation	2	7	0	9	0	N/A	0	0	0	N/A	0	0
Drug Violations	2	1	0	3	0	N/A	0	0	0	N/A	0	0
Weapons Violations	3	0	0	3	0	N/A	0	0	0	N/A	0	0

\* Full Year single head count credit and non-credit

# HINDS COMMUNITY COLLEGE 2007 CLERY ACT CRIME AND DISCIPLINE DATA BY CAMPUS

## CAMPUS 04: RANKIN

## CAMPUS 05: UTICA

## CAMPUS 06: JACKSON-ATC

CLERY CRIME DATA CATAGORIES	On Campus	Res Halls	Public Property	TOTAL	On Campus	Res Halls	Public Property	TOTAL	On Campus	Res Halls	Public Property	TOTAL
<b>CRIMINAL OFFENSES</b>												
Murder/non-negligent Manslaughter	0	N/A	0	0	0	0	0	0	0	N/A	0	0
Negligent Manslaughter	0	N/A	0	0	0	0	0	0	0	N/A	0	0
Sexual Offences, Forcible	0	N/A	0	0	0	0	0	0	0	N/A	0	0
Sexual Offences, Non-forcible	0	N/A	1	1	0	0	0	0	0	N/A	0	0
Robbery - Aggravated	0	N/A	0	0	0	0	0	0	0	N/A	0	0
Assault - Aggravated	0	N/A	0	0	0	0	0	0	0	N/A	0	0
Burglary	0	N/A	0	0	1	2	0	3	0	N/A	0	0
Motor Vehicle Theft	1	N/A	0	1	0	0	0	0	0	N/A	0	0
Arson	0	N/A	0	0	0	0	0	0	0	N/A	0	0
<b>HATE CRIMES</b>												
Murder/non-negligent Manslaughter	0	N/A	0	0	0	0	0	0	0	N/A	0	0
Negligent Manslaughter	0	N/A	0	0	0	0	0	0	0	N/A	0	0
Sexual Offences, Forcible	0	N/A	0	0	0	0	0	0	0	N/A	0	0
Sexual Offences, Non-forcible	0	N/A	0	0	0	0	0	0	0	N/A	0	0
Robbery - Aggravated	0	N/A	0	0	0	0	0	0	0	N/A	0	0
Assault - Aggravated	0	N/A	0	0	0	0	0	0	0	N/A	0	0
Burglary	0	N/A	0	0	0	0	0	0	0	N/A	0	0
Motor Vehicle Theft	0	N/A	0	0	0	0	0	0	0	N/A	0	0
Arson	0	N/A	0	0	0	0	0	0	0	N/A	0	0
<b>ARRESTS</b>												
Liquor Law Violation (arrests)	0	N/A	0	0	0	2	0	2	0	N/A	0	0
Drug Violations (arrests)	0	N/A	0	0	1	0	0	1	0	N/A	0	0
Weapons Violations (arrests)	0	N/A	0	0	1	0	0	1	0	N/A	0	0
<b>CRIME TOTALS</b>												
				2				7				0
<b>ENROLLMENT *</b>												
				3,786				2,139				2,731
<b>Campus Crimes/100 Students</b>												
				0.053				0.327				0.000

DISCIPLINE ACTIONS	On Campus	Res Halls	Public Property	TOTAL	On Campus	Res Halls	Public Property	TOTAL	On Campus	Res Halls	Public Property	TOTAL
Liquor Law Violation	0	N/A	0	0	0	0	0	0	0	N/A	0	0
Drug Violations	0	N/A	0	0	1	0	0	1	0	N/A	0	0
Weapons Violations	1	N/A	0	1	0	0	0	0	0	N/A	0	0

\* Full Year single head count credit and non-credit

# HINDS COMMUNITY COLLEGE - INFORMATION TO REPORT A CAMPUS EMERGENCY

## HOW TO REPORT CRIMES & EMERGENCIES

In the event of an emergency members of the College community (except those at the Utica Campus who should always call Campus Police first) are instructed to first call 911 giving his or her name, location, and the nature of the emergency to the 911 operator. Immediately thereafter, the person reporting should call and report the incident to the Campus Police at the appropriate number at the locations listed below.

Please note that if you are using the College phone system, you must dial 9+911 (except Vicksburg-Warren Campus). If you are using an outside phone, such as a cellular phone, then you should only dial 911 and give your location.

### RAYMOND CAMPUS

Raymond, MS 39154

Campus Police Telephone: \_\_\_\_\_ 601-857-3270 (Primary Campus Police Number)  
601-857-5410 (Campus Police Secondary Number)  
601-857-5261 (Campus telephone operator)  
601-857-2600 (Hinds County Sheriff's Dispatcher)

*Emergency telephones with direct-line dialing are located on the outside wall of each female residence hall and other strategic locations on Campus.*

In person: \_\_\_\_\_ Campus Police Office, 115 Student Union Building  
Dean of Students Office, Denton Hall, Suite 221

### UTICA CAMPUS

Utica, MS 39175-9599

Campus Police Telephone: \_\_\_\_\_ 601-885-6151, ext. 7121 (direct radio telephone)  
601-885-6062 (Campus telephone operator)

In person report go to: \_\_\_\_\_ Campus Police Office, Unit 4 East Drive or to  
Dean of Students Office, Administration Building

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**JACKSON CAMPUS:**

**Academic/Technical Center**

3925 Sunset Drive  
Jackson, MS 39213-5899

Telephone: \_\_\_\_\_ 601-366-1405 (Campus telephone operator)  
601-987-8112 or 601-987-8142 (Campus Police)  
In person: \_\_\_\_\_ Administrative Office

**Nursing/Allied Health Center**

1750 Chadwick Drive  
Jackson, MS 39204-3490

Telephone: \_\_\_\_\_ 601-376-4800 (Campus telephone operator)  
or 601.376.4911  
In person: \_\_\_\_\_ Administrative Office

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**RANKIN CAMPUS**

3805 Highway 80 East  
Pearl, MS 39208-4295

Telephone: \_\_\_\_\_ 601-932-5237 (Campus telephone operator)  
In person: \_\_\_\_\_ Academic/Library Building

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**VICKSBURG-WARREN CAMPUS**

755 Highway 27  
Vicksburg, MS 39180-8699

Telephone: \_\_\_\_\_ 601-638-0600 (Campus telephone operator)  
In person: \_\_\_\_\_ Administrative Office (Campus Security)



**HINDS COMMUNITY COLLEGE  
DISCIPLINARY REFERRAL MEMORANDUM**

Note: If the incident is a violation of Federal Law, complete a Crime Incident Report Form with Campus Police.

Date: \_\_\_\_\_

To:     Department Chairperson     Chief of Police     Dean/Dean of Students

From: \_\_\_\_\_

Phone # of reporting person \_\_\_\_\_ Campus: \_\_\_\_\_

Student Name: \_\_\_\_\_ Student HCC ID Number: \_\_\_\_\_

Name of Program/Department (if applicable): \_\_\_\_\_

Location of Incident: \_\_\_\_\_ Date of Incident: \_\_\_\_\_

Describe Problem (cite regulation from HCC Student Handbook Discipline Violations and Regulations or Course Policy Sheet: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Faculty Member/Employee making this report \_\_\_\_\_

Complete this section when class/curriculum/regulation/procedure requires this be done or when you are warning a student of behavior that is unacceptable. THIS MAY BE DONE BEFORE SENDING FOR DISCIPLINARY ACTION.

I, the student, \_\_\_\_\_, have been informed of the nature of the problem.

Signature of Student: \_\_\_\_\_ Date of Incident: \_\_\_\_\_

**If incident reoccurs or is a serious matter:** Save & name the file with TERM, LASTNAME, AND ID# (SP06 Smith 1122334). Send as an email attachment to your HCC supervisor, Campus Police Chief and Dean/Dean of Students