

2019-2020 ANNUAL SECURITY REPORT & SAFETY INFORMATION



A MESSAGE FROM THE ASSOCIATE VICE PRESIDENT



Grant S. Gundle

Associate Vice President
Safety, Security and Emergency Preparedness

Thank you for obtaining and reading this very important publication. Broward College's Annual Security Report is a vital aspect of our concerted efforts to provide and maintain a safe and secure learning environment for our students, faculty, staff, and visitors. It is our hope you will find the information and resources located within to be of value, and that you will integrate this information into your daily lives.

The Broward College Department of Safety, Security & Emergency Preparedness (DSSEP) prepares this report in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. Included in this comprehensive report are certain crime statistics that Broward College, as a state institution, is required to disclose. The report is prepared in cooperation with Campus Safety, local law enforcement departments surrounding our campuses and centers, the Office of Student Services, the Office of Student Life, the Office of Business Affairs, Human Resources, Legal Services, and Public Relations & Marketing. The full text of this report can be found at www.broward.edu/safety.

The crime, arrest, and referral statistics tabulated and presented in this report include those reported to local law enforcement agencies, Campus Safety, the office of Student Services, Campus Security Authorities (CSAs), and Responsible Employees. Student Assistance Hotline counselors and staff know to inform their clients of the

procedures to report crime to local law enforcement and Campus Safety on a voluntary basis, should they feel it is in the best interest of the client. Guidelines are in place to anonymously capture crime statistics disclosed confidentially during such a session.

This publication also contains specific information about on campus and off campus resources. This information is made available to Broward College community members in the event they become a victim of a crime.

Prior to October 1st of each year, an e-mail notification is sent to all enrolled students, faculty, and staff that contains the website link to access this report; all who do so are encouraged to keep the link close at hand for easy reference. Copies of this report may also be obtained by contacting the DSSEP.

Broward College believes that safety is everyone's responsibility. Be safe!

Grant S. Gundle

A handwritten signature in blue ink that reads "Grant S. Gundle". The signature is stylized and cursive.

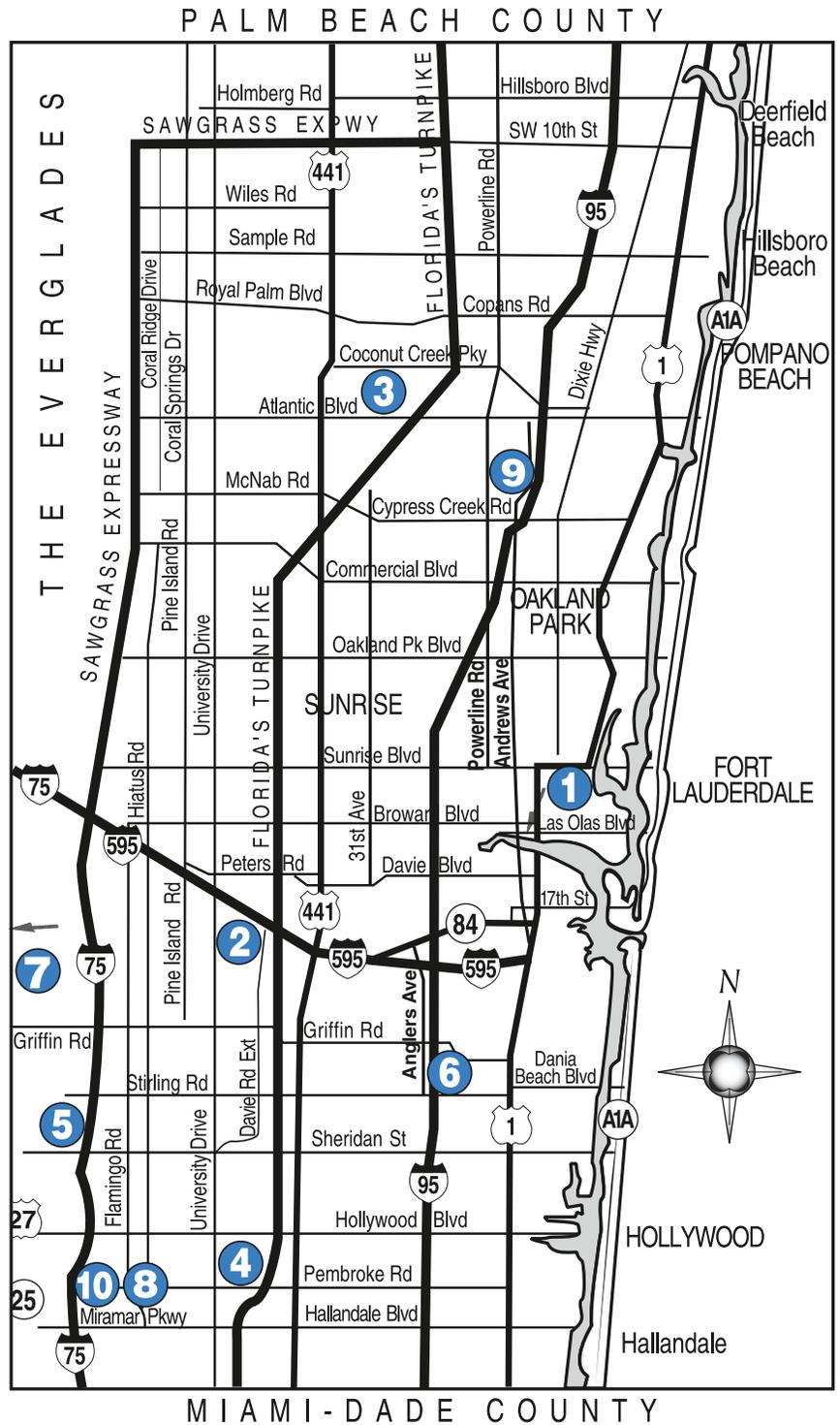
Associate Vice President of Safety, Security & Emergency Preparedness

COMPLIANCE WITH THE JEANNE CLERY ACT

This guide is published in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act {20 U.S.C. Section 1092(f)}. This report is prepared by the Broward College Department of Safety, Security & Emergency Preparedness. This report was written in cooperation with the local law enforcement agencies that surround Broward College's campuses and learning centers, Campus Safety, and other Broward College departments. Each entity provides updated information on their educational efforts and programs to comply with the Jeanne Clery Act. All currently enrolled students as well as Broward College employees are emailed notice of the updated Annual Security Report by October. This report can also be found online at: <http://www.broward.edu/safety>. Prospective students and employees of Broward College can request a copy from the Department of Safety, Security, and Emergency Preparedness or access a link to the webpage of the report through the applicant portal websites.

CAMPUS LOCATIONS

- 1 Willis Holcombe Center**
 111 East Las Olas Blvd. (Bldg. 33)
 Fort Lauderdale, FL 33301
- 2 A. Hugh Adams Central Campus**
 3501 SW Davie Road
 Davie, FL 33314
- 3 North Campus**
 1000 Coconut Creek Blvd.
 Coconut Creek, FL 33066
- 4 Judson A. Samuels South Campus**
 7200 Pines Blvd.
 Pembroke Pines, FL 33024
- 5 Pines Center**
 16957 Sheridan Street
 Pembroke Pines, FL 33331
- 6 Tigertail Lake Center**
 580 Gulfstream Way
 Dania Beach, FL 33304
- 7 Weston Center**
 4205 Bonaventure Blvd.
 Weston, FL 33332
- 8 Miramar Town Center**
 2050 Civic Center Place
 Miramar, FL 33025
- 9 Cypress Creek Administrative Center**
 6400 NW 6th Way
 Fort Lauderdale, FL 33309
- 10 Miramar West Center**
 1930 SW 145th Avenue
 Miramar, FL 33027



Broward College Online
online.broward.edu

Broward College International Campuses
broward.edu/international

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DEPARTMENT OF SAFETY, SECURITY AND EMERGENCY PREPAREDNESS

VISION

The vision of DSSEP is to be a global leader of public safety at institutions of higher education.

MISSION

The mission of DSSEP is to provide excellent public safety service in support of a safer college environment.

VALUES

The values of DSSEP include:

Service – Honesty – Accountability – Respect – Professionalism

PHILOSOPHY

The philosophy of DSSEP is to support and supplement the College's vision, mission, core values and strategic plan by working in partnership with the College community to provide a safe and secure environment for students, faculty and staff to learn and work.

DSSEP ORGANIZATIONAL STRUCTURE

DSSEP is compartmentalized into three distinct functions. They are

- ▶ The Office of Campus Safety Operations
- ▶ The Office of Security & Support Services
- ▶ The Office of Emergency Management

DISTRICT

The main office and central point for administrative functions of Safety, Security & Emergency Preparedness is located at the Cypress Creek Administrative Center. The district members of the Department consist of the:

- ▶ Associate Vice President of Safety, Security and Emergency Preparedness
- ▶ Captain (District Director of Campus Safety Operations)
- ▶ Captain (District Director of Security & Support Services)
- ▶ District Director of Emergency Management
- ▶ Lieutenants (Directors of Campus Safety)
- ▶ Coordinator of Safety, Security and Clergy Compliance Officer
- ▶ Manager, Physical Security Technology
- ▶ Executive Assistant
- ▶ Administrative Specialist III
- ▶ Administrative Specialist III





CAMPUSES AND CENTERS

Broward College does not have a sworn campus police force, but employs non-sworn, unarmed Campus Safety Officers (which includes Officers, Corporals, and Sergeants). Broward College Campus Safety is available 24/7/365 by calling 954-201-HELP (4357).

All Broward College Campus Safety Officers possess Class D security licenses issued by the State of Florida and/or an active law enforcement certification. Their duty is to assist students, faculty, staff, and visitors; respond to incidents on Broward College property; assist in building evacuations; identify individuals on college property to determine whether they have lawful business at Broward College; and provide traffic control and direction.

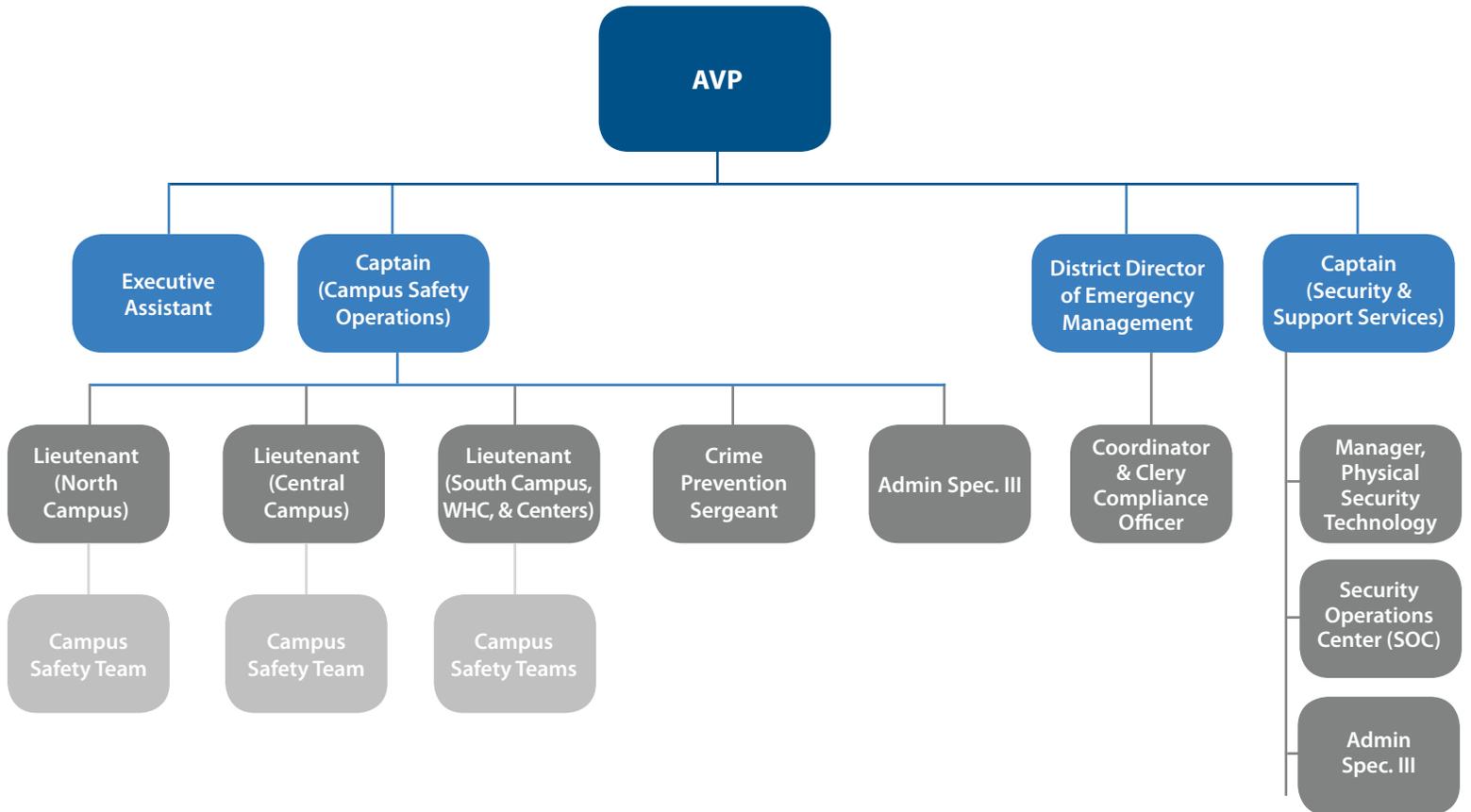
A Campus Safety Lieutenant is assigned to each of the main campuses. Campus Safety Sergeants are designated for the Willis Holcombe Center and Partnership Centers. These individuals are responsible for planning, organizing, and overseeing the daily activities of the Campus Safety department on their assigned campus/center. These Campus Safety Lieutenants and Sergeants are:

- ▶ Lt. Frank Lizano at Central Campus
- ▶ Lt. John Labandera at North Campus
- ▶ Lt. Ted Hay at South Campus
- ▶ Sgt. Mario Alvarado for Willis Holcombe Center
- ▶ Sgt. Sonja Johnson for Partnership Centers





ORGANIZATIONAL HIEARCHY



CAMPUS SAFETY JURISDICTION, AUTHORITY, AND RELATIONSHIP WITH LAW ENFORCEMENT

Campus Safety has jurisdiction on all Broward College property. Property includes all campuses, partnership centers, and administrative centers. Broward College does not have any officially recognized student organizations with non-campus locations, and therefore does not use local police to monitor and record criminal activity and non-campus locations of student organizations.

Broward College Campus Safety Officers have the authority to enforce College policies. Campus Safety Officers have the authority to issue parking citations, which are billed to financial accounts of students, faculty, and staff. All fines collected for Broward College parking citations are deposited into appropriate funds for student financial aid purposes in accordance with FL Statute 1001.64(24).

Broward College Campus Safety Officers have no arrest authority beyond that of an ordinary citizen. All incidents of a criminal nature are referred either to police officers assigned to the campus and/or the local law enforcement agency that has jurisdiction over a specific campus or learning center. In each situation, Broward College Campus Safety Officers are expected to render all possible assistance, provided such assistance can be given without endangering the officer or others not involved in the crime.

Broward College maintains a highly professional, cooperative, and contractual working relationship with the Coconut Creek Police Department, Davie Police Department, Pembroke Pines Police Department, and the Fort Lauderdale Police Department. The contracts which are in place serve as memorandums of understanding regarding police services to include investigations of alleged criminal offenses and assignment of officers to the College. These law enforcement agencies, as well as other surrounding municipalities, will promptly respond to campuses for emergencies, to conduct criminal investigations, and to complete reports. All crime victims and witnesses are strongly encouraged to report crimes to Campus Safety and the appropriate law enforcement agency.

Meetings are held at least quarterly between the Associate Vice President of DSSEP, Campus Safety senior leadership, the Campuses' Business Deans and Student Deans, and representatives from each of the local law enforcement agencies with jurisdiction over Broward College's campuses and learning centers. The purpose of these meetings is to coordinate initiatives and public safety response throughout the College; to foster collaborative relationships with all Broward College public safety partners; and to discuss suspicious incidents, recent activity of a criminal nature, and best practices.

LAW ENFORCEMENT AGENCIES





REPORTING A CRIME OR INCIDENT

Procedures for Reporting a Crime or Incident

#1 Call: 911 (for Police, Fire, or Medical Emergency)

#2 Call: 954-201-HELP (4357)

All students, faculty/staff members, and guests of Broward College are encouraged to immediately call 911 to report police, fire, and medical emergencies. Non-emergency reports including criminal activity and activity of a suspicious nature, occurring at any of Broward College's campuses or learning centers should be reported to Campus Safety by dialing 954-201-HELP (4357). This will help ensure incidents are included in the annual crime statistics and aid in providing timely warning notices to the College community, when appropriate. Crimes should be accurately and promptly reported to Campus Safety or the appropriate police agency, when the victim of a crime elects to, or is unable to, make such a report.

RESPONSE TO A CRIME REPORT

Campus Safety is available 24 hours a day/7 days a week to respond to service calls. Campus Safety Officers will meet a caller anywhere on campus to investigate a reported incident and/or assist with notifying local law enforcement. Reported crimes may be investigated by the College and may become a matter of public record. Campus Safety incident reports may be forwarded to the Dean of Students Services for review and referred to the Dean's Office for potential action. Additional information obtained via the investigation may also be forwarded to the Office of Student Judicial Services. If assistance is required from the local Police Department or the local Fire

Department, Campus Safety will contact the appropriate organization. If a sexual assault or rape should occur, staff on the scene, including Campus Safety, will offer the victim a wide variety of services.

TIPS FOR REPORTING CRIMES OR EMERGENCIES:

- ▶ **Be prepared to give the location**
Take time to learn the campuses, centers, and especially frequently visited areas. Take note of building numbers, names, and landmarks which will help Campus Safety and Law Enforcement respond.
- ▶ **Give as much detail as possible**
When reporting a suspicious situation, incident, or emergency, give as much detail as possible about an individual or vehicle. When giving descriptions about individuals include gender, race, approximate height and weight, physical features, clothing, accessories, and anything else that would help responders to recognize the individual. When describing a vehicle include make, model, color, license plate, unique features, visible damage, and a description of the driver and passengers if any.

Remember do not approach or attempt to apprehend persons suspected of being involved in a crime or incident.

CAMPUS SECURITY AUTHORITY (CSA)

For those who would prefer to report a specific incident or crime to someone other than Campus Safety or local law enforcement officers, Broward College has designated certain members of its faculty and staff to serve as Campus Security Authorities (CSAs). Persons designated by the College as CSAs include: Academic Deans and Associate Deans, Student Life Directors and Administrators, The Athletic Director and Assistant Director, Athletic Coaches and Assistant Coaches, Faculty Advisors to student groups/clubs, and Student Services Officials. All CSAs receive training and directives in accordance with their participation within the program and can take appropriate actions to a reported incident. For Clery Act reporting, all crimes reported to a CSA are forwarded to Campus Safety for inclusion in the Annual Security Report.

As a result of the negotiated rulemaking process, which followed the signing into law of the 1998 amendment to 20 U.S.C. Section 1092 (f), clarification was given to those considered to be Campus Security Authorities (CSAs). Pastoral and professional counselors acting in the scope of their professional license are not considered to be CSAs and are not required to report crimes for inclusion into Broward College's annual disclosure of crime statistics. Professionally licensed counselors can only encourage persons to report crimes to the appropriate authorities. Academic counselors employed at Broward College are not considered professional counselors and are not bound to confidentiality under the Clery Act. Broward College does not employ mental health counselors but instead has a partnership with Henderson Behavioral Health Services to provide services to students in need.

ANONYMOUS / CONFIDENTIAL REPORTING

Broward College uses Ethics-Point, Inc. to provide the community with simple, risk-free ways to anonymously and confidentially report activities that may involve safety concerns, criminal, unethical, or otherwise inappropriate activity or behavior in violation of procedures, policies, rules, or state and federal laws.

All reports submitted via Ethics-Point will be handled promptly and discreetly, and all reports will be reviewed carefully by the College. No retaliatory action will be

taken against anyone for reporting or inquiring about potential breaches of policies or law or for seeking guidance on how to handle such concerns. The Ethics-Point reporting system is not a substitute for existing reporting channels already established by the College. Broward College has elected to provide this service as an additional means of reporting, where maintaining the reporter's anonymity and confidentiality is important. The College encourages reporters to first attempt to resolve problems or disputes through established communication channels whenever possible.

Ethics-Point is NOT a 911 or Emergency Service.

Do not use this site to report events presenting an immediate threat to life or property. Reports submitted through this service may not receive an immediate response. For emergency assistance, please call 911.

To anonymously and confidentially report activities that may involve safety, criminal, unethical, or otherwise inappropriate activity or behavior in violation of procedures, policies, rules, or state and federal laws, one may file a report with Broward College by going to www.broward.edu, scrolling down to "Additional Links" and clicking on the "BC Concernline" link www.broward.ethicspoint.com or by calling 844-300-1076.

For any questions regarding the anonymous reporting process please contact concernline@broward.edu.

BROWARD COLLEGE DAILY INCIDENT LOG

Each Campus Safety office maintains a daily incident log. These logs are designed to disclose crime information on a timelier basis than the annual disclosure to the College community. The log contains all criminal and alleged criminal incidents that are reported to a campus safety officer, local law enforcement, or campus security authority. Certain incidents may be deemed confidential and those reports will not be made available if the release of the information interferes with active investigations or other confidential instances. All students, faculty, and staff may view the log in any Campus Safety office. Individuals at the Centers who do not have a Campus Safety office may visit their respective local main campus to view.

CREATING A SAFE COLLEGE

SECURITY OPERATIONS CENTER

To improve the overall safety, security and emergency preparedness of Broward College, the College has constructed a state of the art Security Operations Center (SOC). The SOC serves a crucial role by functioning as a centralized point of campus safety operations at a college-wide level. The SOC operates 24 hours a day, 7 days a week and 365 days a year. The operations of the SOC allow the Department to enhance the capabilities associated with:

- ▶ Receiving and logging all telephone calls from the one Campus Safety phone number, emergency call boxes, elevator phones, and classroom phones.
- ▶ Dispatching Campus Safety personnel through radio communications to all calls for service on all Broward College campuses and centers where there is a Campus Safety presence.
- ▶ Monitoring CCTV cameras.
- ▶ Monitoring alarm systems to include intrusion detection systems.
- ▶ Managing access control systems.

ACCESS POLICY

During business hours, Broward College is open to students, faculty, staff, contractors, and guests. During nonbusiness hours, access to Broward College facilities is facilitated by a Broward College issued Faculty or Staff ID access badge, key or by admittance via the Campus Safety Department. The amount of access granted to an individual depends on the intended space usage, status of enrollment or employment, and community safety. During routine business hours, exterior doors to academic and administrative buildings are unlocked. Generally, exterior doors are locked after the last scheduled activity. After-hour users of these buildings are strongly encouraged to take special personal precautions such as locking the office doors where they are working. Persons working alone and after hours should be careful when using bathroom and break areas. Persons working late are also encouraged to notify the Campus Safety Department of their presence. In the case of periods of extended closing, the College will admit only those essential personnel, contractors, and/or vendors with prior approval. Facilities

such as Tigertail Lake, on-campus libraries, Bailey Concert Hall, and the Omni Auditorium may have individual hours which vary depending upon the time of the year or a scheduled event. These facilities will be secured according to schedules developed by the department responsible. Broward College has no residential facilities.

SECURITY AND ACCESS CONTROL

Safety and security is everyone's duty and the entire community must take responsibility to secure Broward College's physical space and assets. An essential element to campus security is ensuring areas are only accessed by those with legitimate authorization to do so. Be sure to lock all doors, secure windows, and only allow individuals with authorization to access facilities. Initiatives and advances undertaken by DSSEP include: access control systems which require access identification cards, CCTV, monitored alarms, and other security elements. For everyone's safety, classroom doors must not be propped open while class is in session. Campus Safety Officers conduct routine patrols of campus buildings to evaluate, monitor, and address security related matters. Employees in buildings with electronic access control are encouraged to use the double swipe programming to leave classroom doors unlocked when class is in session.

Faculty and Staff may visit <http://www.broward.edu/safety/Pages/FacultyandStaffIDs.aspx> for more information on Faculty and Staff IDs as well as view videos on how to use the double swipe function for unlocking and locking classrooms.

LIGHTS, LOCKS AND OTHER SAFETY FEATURES

In addition to the presence of Officers, securely locking doors and windows, operating alarm systems, properly lit areas, and other elements make up a safe campus. Proper maintenance of facilities ensures the presence of these integral elements of the College's safety initiatives. Broward College strives to maintain campus facilities in a manner that minimizes hazardous conditions.

FACILITIES MAINTENANCE AND SECURITY

If faculty or staff should encounter a problem or concern with safety-related hardware (doors, locks, windows, lights, alarms, etc.) the employee should report it promptly by completing a Facilities Service Request through Broward Connect.

WEAPONS POLICY

In accordance with Broward College Policy 6Hx2-3.40 and 6Hx2-5.38, Broward College prohibits the display, possession, storage or concealment of weapons and firearms on all College property, and at all College-sponsored events whether on or off College property, as proscribed by Florida law. Broward College reserves the right to make reasonable inquiries of individuals observed with a weapon or firearm, and confirm that the display, possession, or storage of the weapon or firearm is in accordance with Florida Law and College policy.

PARKING, TRAFFIC, AND REMOVAL OF VEHICLES POLICY

Broward College Policy 6Hx2-7.13 states that, in accordance with Florida Statute 1001.64(24), the Board of Trustees is authorized to provide penalties for parking and traffic infractions to include towing of vehicles in violation of College regulations, and to use Campus Safety Officers to enforce College parking regulations on all locations of Broward College. Monies collected from parking violations are deposited in student scholarship accounts for student financial aid recipients at the College. In accordance with Florida Statutes Chapters 316, 320, and 322 law enforcement agencies are also authorized to enforce all traffic and parking violations on College property.

REMOVAL OF VEHICLES

In accordance with Florida Statutes 715.07, the College has the right to tow vehicles from College property. The College President or designee is authorized to develop procedures for the towing of vehicles from Broward College locations.

FIRE AND LIFE SAFETY

The District Director of Environmental Health and Safety & Chief Fire Official is responsible for all aspects of Health and Safety throughout the College. The District Director of Environmental Health and Safety develops, establishes and administers the College's policies and procedures for campus environmental management and occupational safety and health practices, ensuring the College's compliance with all federal, state, and local laws; regulatory guidelines; and industry standards. This individual provides environmental management, occupational safety, and health services to the College community through technical support, informational training programs, consulting, and the periodic auditing of campus environmental health and safety practices.

HEALTH, SAFETY, AND SECURITY COMMITTEE:

Broward College's Health, Safety and Security Committee (UFF-BC College Committee) improves the health, safety,

and security conditions of the college environment; promotes programs that increase college-community awareness of practices, procedures, and regulations which improve the quality of the work environment of students, faculty, and staff. The committee makes researched recommendations to reduce the number and severity of incidents of injury or illness at the College; reviews inspection records, statistical data and reports, as well as College procedures relative to health, safety, and security. The committee meets on the second Thursday of the month during the academic year and makes recommendations to the Chief Operating Officer.

EMERGENCY CALL BOXES

An emergency call box is a direct line to help. When the button is pushed, a direct call is automatically placed to Campus Safety and the location is identified. Emergency call boxes are strategically located throughout the main campuses for everyone's safety. Students and employees are encouraged to learn the locations of the emergency call boxes and use them for all security-related and emergency communications.

CLASSROOM EMERGENCY PHONES

As part of the BC Alert system, classroom emergency phones will receive alert messages when issued. This technology was recommended by the Health, Safety, and Security Committee after extensive research was done to determine best practices for emergency communication in higher education.

The classroom phones are set up for emergency use only. In the event of a police, fire, or medical emergency, the phone may be used to dial 911. These phones will not dial out other than for contacting 911 during an emergency. When it is safe to do so, the phone may also be used to call Campus Safety after calling 911 during the emergency. Emergency phones are labeled with instructions for use.



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BROWARD COLLEGE GUARDIAN

KEEP YOURSELF & YOUR FRIENDS SAFE WITH BROWARD COLLEGE GUARDIAN.

The Broward College Guardian mobile phone app enhances safety on campus through real-time interactive features that create a virtual safety network of friends, family, and Campus Safety.



SET A SAFETY TIMER
Set a Safety Timer whenever you are alone or in an unfamiliar place.

CONNECT WITH GUARDIANS
You can invite family, friends, and others you trust to be part of your safety network.

EMERGENCY COMMUNICATION
Call safety personnel for help and send text tips if you see something suspicious.

Search RAVE Guardian now in the App Store® or Google Play™

BROWARD COLLEGE RAVE

EMERGENCY QUICK GUIDES

In classrooms across Broward College, there are emergency quick guides which provide specific procedures to ensure that during an emergency students, faculty, and staff have the instructions they need to respond appropriately. Included within the emergency quick guides are response actions for severe weather, hazardous material incidents, medical emergencies, dangerous individuals/active shooters, fires, bomb threats, and other general emergencies. It is recommended that students, faculty, and staff become familiar with the information contained in these guides prior to an actual emergency. Reading and understanding the information is important to ensuring an effective response.

AUTOMATED EXTERNAL DEFIBRILLATORS (AED)

AEDs are portable devices used to electronically stimulate the heart during sudden cardiac arrest. The combination of trained first responders in the use of AEDs and CPR greatly increases the chance of survival from cardiac arrest. AEDs are located throughout the campuses. Broward College Campus Safety Officers respond to emergency situations and are trained and certified in CPR and the use of AEDs.

AED LOCATIONS

Central Campus

Building 1	Lobby
Bldg. 1008 Simulation Center	(1,2,3 floors - Lobby area)
Building 4	Lobby
Building 8	Lobby, Dental Lab
Building 10	Athletics
Building 11	Wellness Center
Building 17	Library Lobby
Building 19	Campus Safety Office
Building 20	Health, Safety
Building 21	Room 142, Room 220
Building 22	Outside Room 144/Gym entrance

North Campus

Building 41	Health Sciences
Building 42	Physical Plant
Building 46	Student Services
Building 49	Campus Administrations
Building 60	Omni, two units
Building 62	
Library	
Building 63	Early Childhood Demonstration Laboratory School Campus Safety Supervisor's cart

South Campus

Building 65	Gym
Building 66	Lobby
Building 81	Library
Building 99	Lobby
Campus Safety Supervisor's cart	

Willis Holcombe Center

Building 33	12 th Floor
Building 33	1 st Floor

Cypress Creek Administrative Center

By Security Desk	Main Floor
Third Floor	Lobby

Miramar West Center

By Security Desk	Main Lobby
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Pines Center

Building 100	Lobby
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Tigertail Lake Center

Main Office	
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SAFETY AND SECURITY AWARENESS

EDUCATION AND PREVENTION PROGRAMS AND CAMPAIGNS

Broward College enhances safety and security to the College community through the development of extensive annual educational campaigns consisting of a wide range of primary and ongoing programs, seminars, presentations, and events which are offered on a continual basis. A common theme of all awareness, education, and prevention programs and campaigns is to encourage students, faculty, and staff to be aware of their part in developing a safe and secure community by being responsible for their own security and the security of others. During the 2018 calendar year, Broward College offered and participated in over 100 different crime prevention, security and safety awareness programs throughout all locations of the college. Topics such as personal safety, drug and alcohol abuse awareness and sexual assault prevention are some examples of programs, presentations, and learning opportunities which were offered during the 2018 calendar year. Additionally, included within these programs are those which center on sexual assault, dating violence prevention, and active shooter.

In addition to programs, information is disseminated to students, faculty, and staff through crime prevention awareness packets, emails, pamphlets, and other handouts available at all Campus Safety offices and online at www.broward.edu/safety

REMEMBER: SAFETY IS EVERYONE'S RESPONSIBILITY

FOR STUDENTS

New Student Orientation - Safety at Broward College

The Department has worked collaboratively with media experts in creating an innovative video which is shown during new student orientations and informs them of the services offered by DSSEP. This video presentation outlines ways to maintain personal safety, provides information on individual and campus safety training/programs, offers sexual violence response information, and many other topics. This program is primarily instituted for students.

How to Be Safe on Campus

As an on-going program, Campus Safety and our law enforcement partners share helpful tips on how to stay safe while on campus. This informational training session

covers topics such as community safety (situational awareness), creating a safe environment (car, classroom, parking lots, common areas, isolated areas), reporting incidents, sexual assault/violence, state of preparedness (understanding how to respond in times of emergencies), and concludes with an open forum section where participants can ask Campus Safety and law enforcement questions.

Understanding the Signs & Symptoms of Abusive Relationships

Generally, during each academic term, Henderson Behavioral Health Services presents a training and informational workshop that focuses on dating violence, domestic violence, sexual assault, and stalking. The training specifically addresses institutional policies and stance on prohibiting these crimes, definitions in accordance with the jurisdiction as well as information on risk reduction, safe bystander intervention, and how to respond.

Let's Talk about Sex: Got Consent?

DSSEP provides this interactive and informational training which covers sexual assault, consent, bystander intervention, and rape. This training session provides helpful tips on prohibiting these crimes; a clear understanding on consent; victim services (on and off campus); and how to direct, distract, or delegate through bystander intervention.

CPR/AED

CPR/AED classes are offered for students through the Continuing Education/Workforce Development Department.

FOR FACULTY AND STAFF

DSSEP works closely with The Center for Teaching Excellence & Learning to offer a variety of courses to faculty and staff to include during Professional Development Day and the PTS Retreat. Information on personal and workplace safety is provided through brochures and briefings to new Broward College employees and revisited at preterm faculty events.

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New Hire Orientation - Safety at Broward College

Serving as one of the primary programs, all new employees are required to attend a 1-day new hire orientation which includes segments where a member of DSSEP discusses emergency communication, safety resources, awareness and prevention regarding sexual violence, awareness about sexual offender/predator databases, general health & safety, access control, and fire safety.

Preventing Sexual Harassment and Misconduct

As an additional primary program, all new employees are required to complete an online training course which centers on preventing sexual harassment and misconduct.

Let's Talk about Sex: Got Consent?

DSSEP provides this interactive and informational training which covers sexual assault, consent, bystander intervention, and rape. This training session provides helpful tips on prohibiting these crimes; a clear understanding on consent; victim services (on and off campus); and how to direct, distract, or delegate through bystander intervention. It also brings awareness to faculty and staff of the strategies and responsibilities on how to respond when a sexual assault is reported to them.

Preventing Discrimination and Harassment

All new employees are also required to complete a virtual training course which focuses on the prevention of discrimination and harassment.

Shots Fired on Campus

DSSEP offers instructional training & video curriculum concentrating on empowering people with the knowledge and strategies for preventing and responding to active shooter situations. This video is also available for self-paced viewing for students (through MyBC) and faculty/staff (through BrowardConnect).

Staying Safe on Campus – General Safety

DSSEP provides on-going training to faculty and staff. The Staying Safe on Campus program encompasses general safety tips on topics such as community safety (situational awareness), creating a safe environment (car, classroom, parking lots, common areas, and isolated areas), reporting incidents, sexual assault/violence, and state of preparedness (understanding how to respond in times of emergencies).

Fire Safety

One in three persons will have an experience with fire during his or her lifetime. Therefore, fire extinguisher training is available to faculty and staff. This training brings the feel of real life extinguishment in a controlled environment. Hands-on training teaches controlled

reactions that give the ability to respond and make decisions quickly during a real emergency evacuation.

1. Are you sure you know what to do in case of a fire?
2. Do you know when not to use an extinguisher?
3. Do you know how to use an extinguisher?

Attendees learn some basic tips to reduce the likelihood of a fire at work and at home. One of the training aids involves an indoor simulation system that projects a fire on a screen utilizing laser fire extinguishers for those college office occupants who don't have the luxury of leaving the building for a training session. Also, we combine the procedural steps of evacuation should the need occur to use a fire extinguisher upon egress. The additional station includes a pull station, strobe light, smoke detector, annunciator, and an interactive 9-1-1 phone that allows participants to practice responding to an emergency from the moment a fire is noticed.

Learn Not to Burn

This course sheds light on the importance of emergency responses. The fire alarm system gives individuals time to get out. Notification devices, such as strobe lights and audible horns provide an alert to occupants of the need to evacuate or act in the event of other emergencies. Outcomes for participants include:

- ▶ Addressing, not questioning the fire alarm detection systems.
- ▶ Closing doors for containment.
- ▶ Evacuation utilizing both a primary and a secondary means of egress.
- ▶ Learning where individuals should meet after evacuating a building, and why remaining there is so important.
- ▶ Notifying emergency responders of persons that might be still inside needing assistance.

Work Place Safety

Generalized workplace safety training is held to ensure that employees understand general coordination to accompany safety and emergency policies and procedures. The purpose of this is to improve health and safety, prevent injuries, and improve productivity. In addition, the training includes training related to hazards of jobs, retraining as required by standards, or, when equipment or processes change and, when employees change jobs or return from long absences. Although the office is not typically considered hazardous, a surprising number of accidents and injuries occur there. The common types of hazards and concerns include falling objects, slips, trips and falls, fires, electrical shock, exposure to hazardous chemicals, and back injuries. Good housekeeping, common safety sense and paying attention to one's surroundings are usually adequate to control hazards.

Lifeguard/CPR/AED

Lifeguard certification classes are offered at Tigertail Lake. CPR/AED classes are offered for employees through the Center for Teaching Excellence & Learning.

NATIONAL CAMPUS SAFETY AWARENESS MONTH CAMPAIGN

Held in September in honor of National Campus Safety Awareness Month, DSSEP works collaboratively with various departments and organizations to arrange a Campus Safety Day on each of the main campuses as well as at the Miramar West Center where students, faculty, and staff are offered an interactive experience that promotes safety, raises awareness, and affords training through partnerships with Student Life and both internal and external vendors.

IF YOU SEE SOMETHING, SAY SOMETHING CAMPAIGN

DSSEP has worked collaboratively with the Department of Homeland Security to join efforts in their national campaign known as "If You See Something, Say Something." This element emphasizes the importance of community involvement and the role of individuals as members of the College community.

If you happen to see something suspicious, report the behavior or activity to Campus Safety at 954-201-HELP (4357) or in the case of emergency, call 911. Behaviors and situations, such as a package out of place or a person trying to break into a restricted area, should be reported. For further information on what are typical behaviors and indicators that are suspicious, or how to report them, visit the designated page to the campaign on the Campus Safety website.

CAMPUS SAFETY ESCORTS

Campus Safety provides safety escorts to the entire campus community via the Safety Escort Program. Safety Escorts are available to provide walking escorts for students, faculty and staff to and from their vehicle, office, or classroom 24 hours a day/7 days a week. Please contact Campus Safety at 954-201-HELP (4357) to request this free service.

CAMPUS SAFETY WALKS/CPTED

In accordance with Crime Prevention Through Environmental Design (CPTED) practices, Broward College conducts Safety Walks on each of its main campuses twice a year. Local law enforcement partners, campus safety officers, student volunteers, facilities crew members, and grounds crew members all take part in the Safety Walk. The objective is to find, catalog, and correct safety issues

such as overgrowth of vegetation, areas of low visibility, and unsecured access points.

360° STAY SAFE AT COLLEGE VIDEOS AND TUTORIALS

There are a variety of crime prevention videos that provide personal safety information and tutorials to help students, faculty and staff protect their possessions, their identity, and their person. These videos are on MyBC for Students and BrowardConnect for Faculty and Staff.

Topics:

Protect your Possessions and Identity – The most frequent crimes are crimes of opportunity. These common sense steps can be used to guard your personal belongings and your identity.

Sexual Assault – A heightened sense of awareness and knowing how to be more proactive can help prevent a serious attack.

Controlling Behavior – Know how to recognize the signs of an unhealthy relationship? Have a strategy for getting out of one? Learn how to deal with emotional abuse and other unhealthy behavior.

Stalking – Learn simple and effective guidelines to help prevent unwanted attention from others.

Everyday Safety – Some dangerous situations are more obvious than others. This section provides easy-to-remember strategies to deal with the everyday situations we often overlook.

Common-Sense Defense – Simple and memorable instructions and techniques if the unthinkable happens.

Safe Travel – Holiday travel, winter and spring breaks, and summer vacations can lead to distractions. Learn smart tips for dealing with travel, whether you are near home or far away.

To view these videos,

Students:

- ▶ [Log in to My BC](#)
- ▶ [Under "information", click on Crime Prevention Videos](#)

Faculty and staff:

- ▶ [Log in to One Login](#)
- ▶ [Access BrowardConnect](#)
- ▶ [Under "Departments", click on Safety, Security & Emergency Preparedness](#)
- ▶ [Please click Crime Prevention Videos under "Campus Safety" menu.](#)
- ▶ [Scroll down to view the videos.](#)

TIPS FOR YOUR SAFETY

IDENTITY THEFT AWARENESS PREVENTION

South Florida remains one of the highest areas for identity theft related incidents in the United States. The Higher Education industry will continue to be a high valued target throughout the coming year. It is important that we are all completing our due diligence when it comes to securing our information.

The College has made significant investments to assist with the prevention, detection, and mitigation of data security incidents. Those investments are a combination of physical, technical, and administrative controls designed to safeguard our data. The tools below are a few of the key controls that we use to help protect against identity theft and data security breaches.

STUDENT AND PERSONAL DEVICE SECURITY RECOMMENDATIONS

- ▶ **Anti-Virus Solutions** – All students connecting to the Broward College network should have anti-virus installed on their computer. The latest malware infections can find and transfer data to identity thieves around the globe. If you do not have anti-virus installed there are a number of free solutions available.
 - ▷ **Windows Machines:**
 - ▷ **Windows Defender** comes preinstalled in all Windows 10 devices.
 - ▷ **BitDefender** is a more robust Anti-Virus solution that offers more features and better protection than Windows Defender. It's free and could be downloaded here for personal use: <https://www.bitdefender.com/solutions/free.html>
 - ▷ **MAC Machines:**
 - ▷ Sophos Antivirus is offered free for personal use. It can be downloaded by clicking the link here (if viewing on a computer): MAC Sophos AV or by visiting: <http://www.sophos.com/en-us/products/free-tools/sophos-antivirus-for-mac-home-edition.aspx>
 - ▷ Avast Security is another free alternative for Mac that offers more features than Sophos better email protection and WiFi security awareness <https://www.avast.com/en-us/free-mac-security>
- ▶ **Keeping your System Updated:** The easiest way for hackers to gain access to machines is through known vulnerabilities. A lot of the known vulnerabilities have patches that are provided by the software vendor. In order to keep your system secure it needs to be updated regularly.
 - ▷ **Check for Updates** (click the link if viewing on a computer) or go to: <https://support.microsoft.com/en-us/help/4027667/windows-10-update>
 - ▷ **Vipre Rescue** is a free Vulnerability Scanner that can scan deeper into the computer and remove malware. NOTE: Always download the latest version of tools like this to get the most current vulnerability and threat information. <https://support.threattracksecurity.com/support/solutions/articles/1000070807--how-to-download-and-using-vipre-rescue>
- ▶ **Free Mobile Device Security from Apple:** Apple users have the ability to use the free Find My iPhone application. This application allows you to locate your iPhone, iPad and MAC devices. You also have the option to remotely lock or wipe the device. Select the link for additional information (if viewing on a computer): **Mobile Device Security** or go to: <https://www.apple.com/icloud/find-my-iphone.html>
- ▶ **Free Mobile Device Security for Android devices:** Google offers a free Android device manager application. This application allows you to locate your phone, play a sound when your device is nearby, and lock and erase your device from any desktop. To download, go to: <https://play.google.com/store/apps/details?id=com.google.android.apps.adm>
- ▶ **Phishing Attacks:** Beware of emails and websites requesting personal information such as social security numbers, passwords, and bank account information. It is common for fraudsters to use this method to get you to divulge sensitive information. Please call the helpdesk at 954-201-7521 if you suspect a phishing attempt. The team can confirm whether an email was sent from the College. For more information on how to detect a phishing email please visit the **OnGuard Online Phishing Awareness** site or go to: <http://www.onguardonline.gov/phishing>

- ▶ **Change Your Passwords Often:** Students should change their passwords frequently to protect their College accounts. This is often the key to accessing financial aid information and other sensitive data that could lead to fraud or identity theft. We recommend that students change their passwords every 90 days. This is not required but is a best practice approach in securing your data.

FACULTY AND STAFF DEVICE SECURITY GUIDELINES AND PROCEDURES

- ▶ **Data Security and Identity Theft Awareness Training** – We are providing all faculty and staff with a security awareness training and education courses to assist in the prevention of identity theft and data security incidents. These courses are from the SANs Institute, deployed through Workday MyLearning. A notification will be sent to all new employees. Existing employees should request access, or their managers may request on their behalf. Periodically, refresher courses will be rescheduled for all existing employees. All employees accessing sensitive data shall take part in this course. Professional development credit hours will be provided upon completion.
- ▶ **Data Encryption** – All sensitive data being stored on portable media such as USB drives and CD-ROMs have to be encrypted. Most computers at the College have [Microsoft's BitLocker](#) installed for encrypting portable media. It is also important to make sure data stored on College laptops and mobile devices remain secure in the event that they are lost or stolen. All new College laptops come with preconfigured encryption on the hard drives. The encryption happens automatically without user intervention.
- ▶ **Shred Bins** – All sensitive documents have to be shredded before disposal. Identity thieves are known to search through the trash to find documents with sensitive information. If a shred bin is not located in your area please contact the facilities manager on your campus or submit a helpdesk ticket to initiate the process (<https://helpdesk.broward.edu>).
- ▶ **Secure File Transfer Solutions** – We always limit sensitive data being transferred outside of the College. However, there are situations where information needs to be shared with certain security authorized parties. We have a new secure file transfer tool that will allow for an easy and secure file transfer process ([MoveIT File Transfer](#)). Please submit a [helpdesk request](#) to gain access to the solution.
- ▶ **Mobile Device Management** – Faculty and Staff accessing their College email account on a mobile device have the ability to remotely wipe that device

if it is lost or stolen. If sensitive data resides on your phone it could lead to identity theft. This security feature can be completed on the Outlook web access portal under: Options (<https://outlook.office.com>). This is limited to the owner of the device only. We also encourage to have all mobile devices locked with a passcode. "How To" documents can be found on the Information Security BrowardConnect site by visiting: <https://connect.broward.edu/departments/admin/infotech/informationsecurity/Pages/default.aspx>

- ▶ **Next-Generation Network Protection** – Over the last couple of years, the IT department has upgraded the entire network infrastructure. The new equipment includes next-generation firewalls with network-based Anti-Virus and Intrusion Prevention that block malicious content from reaching our students, faculty, and staff. We are also using real-time reporting and log monitoring to remediate security events quickly. The new cyber security initiatives will allow for an open environment for learning while reducing the risks of ID theft and data loss.
- ▶ **Vendor Risk Management** – Many vendors that receive sensitive information on behalf of the College undergo cyber security reviews and have to meet minimum security standards. We have created a vendor selection and security guide to assist in the vendor selection process. This guide should be used as a tool to initiate mutually beneficial contract discussions ([Information Security Affidavit](#)). It is not meant to replace any current procurement and legal review process. Feel free to request a vendor security review for any new or existing vendors from the Cyber Security department by creating a helpdesk request.

What To Do Immediately If Your Identity is Stolen:

The first step if your identity has been stolen is to place a fraud alert to one of the credit reporting agencies ([Placing a Fraud Alert](#)). For information on this, visit: <http://www.consumer.ftc.gov/articles/0275-place-fraud-alert>. The identity thief may try to take out credit lines under your name. Reporting it to the credit reporting agencies will help in reducing the impact. The second step is to get a free credit report to determine the extent of the damage ([Credit Report Request](#)). For information on this, visit <http://www.consumer.ftc.gov/articles/0276-order-credit-reports>. The last step is to file a report with the FTC and local police department ([File a Report](#)). For information on this, visit <http://www.consumer.ftc.gov/articles/0277-create-identity-theft-report>. Please download the [Taking Charge Pamphlet](#) provided by the FTC for more information which can be accessed at: <http://www.consumer.ftc.gov/articles/pdf-0009-taking-charge.pdf>

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Identity Theft Prevention Policy:

<http://www.broward.edu/legal/policies/Section%20Template/6Hx2-6.42.pdf>

Common Red Flags of Identity Theft:

<https://connect.broward.edu/departments/admin/infotech/informationsecurity/Information%20Security%20Documents/RedFlagTriggers.pdf>

What To Do If Your Identity Is Stolen:

<https://connect.broward.edu/departments/admin/infotech/informationsecurity/Information%20Security%20Documents/TakingCharge.pdf>

More Information on Identity Theft and Cyber Security can be found on our Employee BrowardConnect site:

<https://connect.broward.edu/departments/admin/infotech/informationsecurity/Pages/default.aspx>

All Data Security incidents should be reported to the College Helpdesk 24X7 at 954-201-7521.

PERSONAL & PROPERTY SAFETY TIPS

- ▶ Always be aware of your surroundings.
- ▶ Walk with your cell phone out and with the Campus Safety phone number programmed in: 954-201-HELP (4357).
- ▶ Try not to overload yourself with packages, bags, books or anything else that, in excess, will slow you down or limit your ability to leave an area quickly.
- ▶ Try to walk, sit, and park your vehicle in well-lit areas.
- ▶ Don't walk alone, especially at night. If on campus, utilize the Safety Escort Program.
- ▶ When walking, try to stay close to the curb and avoid alleys, overgrown vegetation, empty lots, fields, and doorways.
- ▶ When walking alone along a road, always walk facing traffic.
- ▶ Do not accept rides from people you do not know.
- ▶ If someone stops you to ask for directions, try to stay at least an arm's length away from them.
- ▶ If you are in trouble, call for help as loudly as you can. Do not panic. Try to remain calm, cool, and collected.
- ▶ If someone tries to take your wallet, purse, backpack, etc., let them. No amount of money, credit cards or valuables is worth your life. Try to only carry enough money to get through the day (lunch, coffee, copies, etc.). Also, in the event your wallet gets stolen, you should keep a list of all your credit card numbers, your driver's license number, insurance ID numbers and other important personal information in a safe location.

- ▶ If you are attacked, get to a safe place and call the police as soon as possible. The sooner the report is made, the more likely the suspect will be apprehended.

PARKING AND TRAFFIC SAFETY TIPS

- ▶ Always wear your seatbelt.
- ▶ Follow posted speed limits.
- ▶ Remove all valuable items from your vehicle. If unable to carry these items with you, store them out of sight or locked inside your glove compartment or trunk.
- ▶ Remember to close your windows and lock your doors when leaving your vehicle.
- ▶ Do not leave children unattended in your vehicle.
- ▶ Do not leave animals or pets unattended in your vehicle.
- ▶ Never leave your vehicle running, even if you will only be gone a minute.
- ▶ If arriving or leaving at night, park in a well-lit area or close to an emergency phone.
- ▶ When returning to your vehicle, always check the back-seat and cargo area before getting in.

LAW ENFORCEMENT SEXUAL OFFENDER DATABASES

The Clery Act and the Federal Campus Sex Crimes Prevention Act requires institutions of higher education to advise the College community where law enforcement information provided by the State concerning registered sex offenders may be obtained. Below are links to sex offender registry information at the Local/County, State, and Federal/National levels:

Broward County: <https://www.crimemapping.com/map/fl/browardcounty>

State of Florida: <http://offender.fdle.state.fl.us/offender/Search.jsp>

Toll-free: 1-888-357-7332

National: <http://www.nsopr.gov>

In addition, through the Florida Department of Law Enforcement (FDLE), you may obtain a list of sexual offenders and predators registered as enrolled, employed, or volunteering at Broward College. You can access this by following the link to the Florida Sexual Offender Registry, offered by FDLE, which is, <https://offender.fdle.state.fl.us/offender/sops/universitySearch.jsf>. Once there, select from the drop down arrow Broward College.

Broward College is in a partnership with the FDLE to compare lists of those individuals enrolled, employed, or volunteering at Broward College to reports generated by FDLE to ensure that all individuals are properly registered.

BROWARD COLLEGE

EMERGENCY MANAGEMENT

The responsibility of the emergency management component of DSSEP is to strengthen the resilience of Broward College through ensuring that the College is prepared to respond to, prevent, recover from, and mitigate against the effects of a wide variety of disasters that could adversely affect the health, safety, and/or general welfare of the students, faculty, staff, and visitors.

DSSEP's Office of Emergency Management is responsible for directing, planning, organizing and overseeing College-wide emergency management operations and activities. To accomplish this, various partnerships and collaborative relationships have been cultivated to support the continuity of the College's ability to accomplish its core mission.

Broward College's emergency management approach is designed around an all-hazards and whole community concept which expounds upon national preparedness efforts, planning frameworks and mission areas to charge mitigation, preparedness, response and recovery functions.

Mitigation: Broward College focuses on efforts to reduce loss of life and property by lessening the impact of hazards, incidents, and disasters. Mitigation involves preliminary actions before an emergency or disaster that concentrates on long-term solutions to reducing risk. Mitigation at Broward College is accomplished through involvement, participation, and support from a broad spectrum of departments, stakeholders, and partners.

Preparedness: Preparedness is a foundational building block to an effective College approach to emergency management. DSSEP ensures a robust college-wide approach to preparedness through efforts of educating, planning, training, and exercising that address students, faculty, staff, and emergency management team members. To that end, Broward College conducts numerous emergency management functions which include response exercises each year, such as table top exercises, field exercises, and tests of the BC Alert Emergency Notification system. These tests are designed to assess and evaluate the plans and capabilities of the College to respond to emergencies, major and minor disasters, severe weather, and other planned or unplanned events on all College campuses, centers, and facilities. All tests and exercises are documented with a

description, the date, time, and whether it was announced or unannounced. While the severity and consequences of an emergency cannot be predicted, effective contingency planning can help to minimize the impact on Broward College missions, personnel, and facilities. As part of Broward College's Clery Act compliance efforts, general information regarding emergency response and evacuation procedures are publicized in conjunction with tests.

Emergency Drills, Testing & Evaluation Procedures

Training is a critical component of Broward College's emergency management efforts. DSSEP develops, implements, and maintains an exercise schedule to assess and evaluate emergency plans and capabilities. Exercises may be held in conjunction with local, state, and federal emergency response agencies that serve and protect BC. All exercises are conducted in accordance with the Homeland Security Exercise and Evaluation Program. Lessons learned from completed exercises are documented in After Action Reports and Improvement Plans are created to identify areas for improvement.

Response: Broward College has established various procedures, protocols, roles, responsibilities and frameworks which provide for an effective and efficient response when faced with emergency or disaster situations.

Campus Safety Officers and Senior Campus and College Leadership Teams have received training in Incident Command and responding to critical incidents. When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually Campus Safety and local law enforcement officers assigned to the campus, and they typically respond and work together to manage the incident. Depending on the nature of the incident, other local, state, and/or federal agencies could also be involved in responding to the incident.

Recovery: Embedded within the various emergency management plans, Broward College has invested in several components to aide in the recovery phase of an emergency or disaster situation. Included within these processes are the establishment of contractual property restoration services, debris removal, temporary

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relocations, reimbursements and claims, as well as various other components.

EMERGENCY MANAGEMENT PORTFOLIO

Broward College's Emergency Management Plan Portfolio is made up of a collection of plans which direct the several phases of emergency management. All emergency plans are driven by operational concepts derived from National, State, and Local practices.

Comprehensive Emergency Management Plan (CEMP):

The Comprehensive Emergency Management Plan (CEMP) is compliant with the National Incident Management System (NIMS) and incorporates the principles set forth in the Incident Command System (ICS). The CEMP describes the basic strategies, assumptions, roles and responsibilities, and operational objectives which will guide the Broward College community to be as prepared as possible for the hazards that may occur. The CEMP is updated on an annual basis or as needed. The CEMP can be found on the Safety website at www.broward.edu/safety

Severe Weather Plan (SWP):

Broward College's Severe Weather Plan (SWP) provides basic guidelines for use by the College in planning for emergencies due to weather and other natural causes. It is intended to be a management-supported, documented, and cost-effective plan providing college-wide capability for organized preparation and timely recovery from a major unforeseen disruption caused by a hurricane, tornado, or other severe weather event. The SWP is updated on an annual basis or as needed. The SWP can be found on the Safety website at www.broward.edu/safety

Continuity of Operations Plan (COOP):

The Continuity of Operations Plan (COOP) establishes policy and guidance to ensure the execution of the mission-essential functions for Broward College if an emergency threatens or incapacitates operations. The COOP also outlines the relocation of selected personnel and functions of any essential facilities of Broward College as required. This is to ensure the College can conduct its essential missions and functions under all threats and conditions. The COOP is updated on an annual basis or as needed.

Standard Operating Guidelines:

The Standard Operating Guidelines (SOGs) are supporting elements of the CEMP. The SOGs have been developed for each main campus and their associated centers and provide for a more customized and comprehensive all-hazards approach particular to emergencies.

Occupant Emergency Action Plans:

The Occupant Emergency Action Plan (OEAP) serves as a building emergency plan to operational components of Broward College. The OEAPs are designed to simplify the process of developing actionable plans, improvements, and targets increasing access to emergency action information and ensuring a common planning picture is reinforced throughout all the College's locations. OEAPs are supportive of and secondary to the CEMP.

EVACUATION

Evacuations are an intricate component of emergency management and may be activated during non-emergency and emergency conditions. Fire alarm systems consist of several devices working together to detect and alert people through visual and audio signals whenever smoke or fire is present. These alarm signals may be activated by smoke detectors, heat detectors, or pull stations.

All Broward College students, faculty, staff, and visitors may be informed of a required evacuation of a building or area by various means to include; BC Alert, Campus Safety, or activation of a fire alarm. At all times, occupants should maintain awareness of all available exit doors and stairwells to ensure effectiveness during an evacuation.

All occupants are responsible to evacuate in an orderly fashion and assist others if possible and safe to do so. Evacuees will be directed away from the immediate affected area to emergency assembly points where they will wait for further instructions from emergency response personnel or BC Alert messages. Campus Safety and/or first responders will monitor the area and prevent re-entry.

Emergency Assembly Points (EAPs)

EAPs are located outside in areas with enough space for evacuated crowds to gather that are out of harm's way. The use of these locations is based on the hazards present. These designated locations allow for a more coordinated evacuation and organized rally points.

SHELTER-IN-PLACE

A shelter-in-place protective action may be issued in response to a hazardous materials spill/release, active shooter situation, or weather emergency. This protective action is aimed to keep students, faculty, staff, and visitors safe while remaining indoors. Shelter-in-place means selecting a secure, interior room if possible, with no or few windows, and taking refuge there. Students, faculty, staff, and visitors are required to immediately shelter-in-place in an orderly manner when directed by emergency response personnel or BC Alerts message.



STORMREADY

Broward College has been officially recognized by the National Weather Service as StormReady. This designation highlights the College’s investments to preparing to save lives and protect property from the onslaught of severe weather through advanced planning, education, and awareness.



SAFETY & EMERGENCY COMMUNICATIONS

TIMELY WARNING

In accordance with Broward College Policy 6Hx2-2.20, Broward College issues Timely Warning notifications to notify the campus community about certain crimes in and around the Broward College community. For the purposes of policy, “timely” means as soon as the pertinent information is available as defined in the Clery Act.

If a criminal situation arises within the Broward College Clery Geography (on campus, public property and non-campus property), that, in the judgment of the Associate Vice President of Safety, Security and Emergency Preparedness, constitutes an ongoing serious threat, a college wide “Timely Warning Notice” will be issued.

Timely Warnings are typically issued for the following Uniform Crime Reporting (UCR) Program /National Incident Based Reporting System (NIBRS) crime classifications:

- ▶ Murder/Non-Negligent Manslaughter
- ▶ Aggravated Assault (cases involving assaults among known parties, such as two roommates fighting which results in an aggravated injury, will be evaluated on a case-by-case basis to determine if the

individual is believed to be an ongoing threat to the larger community)

- ▶ Robbery involving force or violence (cases including pick pocketing and purse snatching will typically not result in the issuance of a Timely Warning Notice, but will be assessed on a case-by-case basis)
- ▶ Sexual Assault is considered on a case-by-case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount of information known. In cases involving sexual assault, they are often reported long after the incident occurred, thus there is no ability to distribute a “timely” warning notice to the community. All cases of sexual assault, including stranger and non-stranger/acquaintance cases, will be assessed for potential issuance of a Timely Warning Notice.
- ▶ Major incidents of Arson
- ▶ Other Clery crimes as determined necessary by the AVP of Safety, Security and Emergency Preparedness, or designee.

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Timely Warning Notices may also be posted for other crime classifications and locations at the sole discretion of the AVP of Safety, Security and Emergency Preparedness.

The Timely Warning may be issued through a variety of methods to students, faculty, and staff to include, but not limited to, electronic distribution through e-mail, posting of hard copies in public areas, posting on College and Campus Safety web sites, and dissemination via local media outlets. Depending on the circumstances of the crime/incident, especially in all situations that could pose a serious or ongoing threat to the College community and individuals, the transmittals may additionally come in the form of BC Alerts, e-mails, text messages, phone calls, computer interruptions,

Warning Notices are typically written by the AVP of Safety, Security and Emergency Preparedness, or designee.

Anyone with information warranting a timely warning should report the circumstances to Campus Safety by calling 954-201-HELP (4357).

BC ALERT MASS NOTIFICATION SYSTEM

If an incident arises on campus that the College views as posing an immediate threat to the health and safety of the Broward College community, a college-wide alert will be issued via BC Alert. In most situations, the College Campus Safety Department and/or the police agencies assigned to the respective campuses are the ones who confirm, to the

TIMELY WARNING NOTIFICATION CREATORS AND SENDERS						
SYSTEM TO USE	PRIMARY MESSAGE CREATOR	FIRST BACKUP MESSAGE CREATOR	SECONDARY BACKUP MESSAGE CREATOR	AUTHORITY FOR APPROVING & SENDING MESSAGES	PRIMARY MESSAGE SENDER	BACKUP MESSAGE SENDER
Primary Modalities						
Email	District Director of Emergency Management	Coordinator & Clery Compliance Officer	Campus Safety Captain	AVP SSEP	District Director of Emergency Management	Coordinator & Clery Compliance Officer
DSSEP Website	District Director of Emergency Management	Coordinator & Clery Compliance Officer	Campus Safety Captain	AVP SSEP	District Director of Emergency Management	Coordinator & Clery Compliance Officer
Secondary Modalities						
Telephone	District Director of Emergency Management	Coordinator & Clery Compliance Officer	Campus Safety Captain	AVP SSEP	District Director of Emergency Management	Coordinator & Clery Compliance Officer
BC Alerts	District Director of Emergency Management	Coordinator & Clery Compliance Officer	Campus Safety Captain	AVP SSEP	District Director of Emergency Management	Coordinator & Clery Compliance Officer

social media notifications, and alert banners on the Broward College website. Timely Warnings are issued in a manner designed to reach the entire College community regardless of where the incident occurred. Timely Warnings will be issued with the goal of aiding in the prevention of similar occurrences and will not include confidential information or information identifying a victim/survivor of a crime.

The Associate Vice President of Safety, Security and Emergency Preparedness, District Director of Emergency Management, Campus Safety Captains, and Coordinator & Clery Compliance Officer are authorized to transmit Timely Warnings to the College community. Timely

best of their ability, the existence of an emergency event or threat. Confirmation may also occur through other local emergency response entities (i.e. City/County Law Enforcement or Fire Rescue.) In the event of an emergency, Broward College will initiate and provide, without delay, immediate notifications to the appropriate segment(s) of the College community upon the confirmation of a significant emergency or dangerous situation involving immediate threat to the health and safety of students, faculty, staff, and visitors.

Emergency notifications will be sent out without delay, and considering the safety of the community, once a

credible emergency event or threat has been confirmed. The content will be determined, and the notice initiated, unless sending such a message will, in the professional judgment of the responsible College authorities, create a more serious emergency and/or compromise the College's efforts to assist a victim or, contain, respond to or otherwise mitigate the emergency.

Once an incident is confirmed to pose a viable threat to life and property, the information is communicated to, and coordinated through the Associate Vice President of Safety, Security and Emergency Preparedness.

When there is an immediate message required, the AVP of Safety, Security and Emergency Preparedness is the primary person responsible for activating initial BC Alert messages during time-sensitive emergencies, as practical and without jeopardizing life safety. The District Director of Emergency Management serves as the secondary person responsible. If he/she is not available or capable of activating the system, the following individuals are also able to send out messages via all BC Alert methods:

- ▶ Captain, Campus Safety Operations
- ▶ Captain, Security and Support Services
- ▶ District Director of Public Relations
- ▶ Executive Director of Marketing & Strategic Communications

In situations where there is additional time to develop a message, the District Director of Public Relations will be responsible for activating BC Alert. This will be done when it is practical to do so and so long as life safety will not be jeopardized.

EMERGENCY COMMUNICATION METHODS

The BC Alert emergency notification system consists of the following delivery methods which are grouped into three categories: primary, secondary and tertiary. Broward College recognizes the following system as the standard means of emergency communication.

PRIMARY

These are the primary notification methods that should be relied on the most. In any full-fledged warning, these methods will be utilized. In some cases where only a partial alert may be required, only a select few may be used.

HOME PAGE (www.broward.edu)

- ▶ The College has the ability to post emergency notification messages on its main website at www.broward.edu. This information is presented as a red banner across the top of the site.

▶ SMS TEXT MESSAGES

The College has the ability to send SMS text messages to registered phones of current students, faculty, staff and authorized community partners.

▶ E-MAIL

The College has the ability to send e-mail messages to the official Broward College email addresses of current students, faculty, staff and authorized community partners.

▶ VOICE PHONE CALLS

The College has the ability to make voice telephone calls to registered phones of current students, faculty, staff and authorized community partners. Voice calls also include communications directly to Classroom Emergency Phones.

▶ DESKTOP ALERTS – TO INCLUDE SELECT PUBLIC DISPLAY MONITORS

The College has the ability to pop up emergency alert messages on the screens of currently running computers, such as classrooms, libraries, computer labs, meeting rooms, offices, as well as Broward College laptops connected to the network.

SECONDARY

While many of the following delivery methods may also relay warnings, they are considered secondary because they may not be used in every case or may have some delay associated with them.

▶ FACEBOOK

The College has established an official Broward College page on the popular media site, Facebook. Alerts may be published to this account.

▶ TWITTER

The College has established a distinct and official Broward College presence on the popular media site, Twitter. Alerts may be published to this account.

▶ MEDIA ADVISORY

The College's Public Information Officer has the ability to issue media advisories.

▶ HOTLINES

The College has access to various hotlines which may be used to share specified information.

TERTIARY

The following delivery methods may also relay emergency information, but they either have a substantial delay associated with them or are not within the direct administrative control of the College.

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► **NOAA WEATHER RADIO**

The College relies, in part, upon the use of NOAA Weather Radios for the dissemination of severe weather watches, warnings and advisories. NOAA Weather Radios are readily available for purchase by Broward College departments and the general public from numerous local and online retailers.

► **TELEVISION, RADIO, NEWSPAPER & ONLINE MEDIA**

Broward College considers its media partners to be a critical part in emergency notifications and information sharing. As it is the usual role of news media outlets, if there is a significant emergency at Broward College, Broward College can expect its media partners to cover the story and get the word out.

that it is current and accurate. Individuals should only share BC Alert information.

The alert may come to all registered users in the form of an email, a text message, a voice call, on-campus network-based computer screen interruptions, and alert banners on the College website as well as postings on social media sites, local media advisories, and College hotlines to disseminate emergency information to the larger community. Face to face communication may be used if some or all the systems above are impacted by the emergency. Regardless of the circumstances, all segments of registered users receive notifications.

Follow-up/status updates to the College may be sent after an initial notification message has been previously

BC ALERT MASS NOTIFICATION SYSTEM SENDERS							
Time Sensitive Incidents							
SYSTEM TO USE	PRIMARY MESSAGE CREATOR	BACKUP MESSAGE CREATOR	ADDITIONAL INDIVIDUALS IF PREVIOUS ARE NOT AVAILABLE	AUTHORITY FOR APPROVING & SENDING MESSAGES	PRIMARY MESSAGE SENDER	BACKUP MESSAGE SENDER	ADDITIONAL INDIVIDUALS IF PREVIOUS ARE NOT AVAILABLE
BC ALERT	AVP SSEP	District Director of Emergency Management	Campus Safety Captains, District Director of Public Relations, Sergeants assigned to SOC	All individuals who may create messages our authorized to send	AVP SSEP	District Director of Emergency Management	Campus Safety Captains, District Director of Public Relations, Sergeants assigned to SOC
More Time Permitted							
SYSTEM TO USE	PRIMARY MESSAGE CREATOR	BACKUP MESSAGE CREATOR	ADDITIONAL INDIVIDUALS IF PREVIOUS ARE NOT AVAILABLE	AUTHORITY FOR APPROVING & SENDING MESSAGES	PRIMARY MESSAGE SENDER	BACKUP MESSAGE SENDER	ADDITIONAL INDIVIDUALS IF PREVIOUS ARE NOT AVAILABLE
BC ALERT	District Director of Public Relations	AVP SSEP	District Director of Emergency Management, Campus Safety Captains	All individuals who may create messages our authorized to send	District Director of Public Relations	AVP SSEP	District Director of Emergency Management, Campus Safety Captains

WORD OF MOUTH

While this may be the emergency communication method Broward College can control the least, it cannot be discounted. Word of mouth re-dissemination of BC Alert emergency information is one of the most effective and critical delivery methods available. Community members can do their part by relaying official BC Alert emergency information to peers, friends, family members, or pretty much everyone seen on campus. Repost. Retweet. Quote. Whatever it takes to spread the word. Part of the responsibility for participants spreading information is to make sure

disseminated. These notifications are released when there is additional information or instructions for the College population, such as changes in protective actions. Once the College/campus is deemed secure, an "All Clear" alert will be sent via BC Alert as appropriate.

Full testing of the BC Alert system components occurs at least twice per year. This testing is normally scheduled during the Fall and Spring terms. These tests will be announced to the College community, key external partners, local emergency management officials, and the surrounding communities as deemed necessary and appropriate.

UPDATING CONTACT INFORMATION

Broward College students, faculty and staff are required to submit up-to-date contact information to Broward College to allow for prompt receipt of emergency communications. Failure to adhere to this policy may result in disciplinary actions consistent with the Broward College Student Code of Conduct (6Hx2-5.02), Resignation and Termination of Non-Instructional Personnel (6Hx2-3.25) and the Status Quo Working Conditions Concerning the United Faculty of Florida Broward College Chapter (CBA).

All Broward College students, faculty, and staff are highly encouraged to check their contact information each term to ensure the information is up-to-date. Should specific contact information change, please log-in and update that information as soon as possible. Visit the DSSEP website [@broward.edu/safety](http://broward.edu/safety) for information on how to update your contract information.

FAMILY, FRIENDS, VISITORS, & GENERAL PUBLIC

Students, faculty, and staff with active Broward College accounts are entered into the primary notification methods (text, voice calling, and email) of the BC Alert system. Allowing family, friends, visitors, or the general public to register would slow the overall speed at which the system sends emergency communications. Therefore, Broward College encourages individuals to like Broward College on Facebook or follow Broward College on Twitter to receive up to date emergency information. Members of the larger community may also tune in to local media to get information about emergencies on campus.

- ▶ Facebook: Like Broward College at <https://www.facebook.com/BrowardCollege>
- ▶ Twitter: Follow @BrowardCollege at <https://twitter.com/BrowardCollege>



DRUGS & ALCOHOL

Broward College recognizes the health risks and costs associated with the use of illicit drugs and the abuse of alcohol and is committed to providing a drug-free and alcohol-free educational environment, which supports the mission of the College. In compliance with various laws and regulations, to include the Federal Drug-Free Schools and Communities Act, Broward College strictly prohibits the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance at the College. This encompasses the prohibiting of the unlawful possession, use, and sale of alcoholic beverages on campus and unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance at the College. Law enforcement agencies have primary responsibility for enforcement of Federal and State drug laws and the enforcement of State underage drinking laws. In addition, Broward College maintains sanctions which are in place for those who violate this policy.

Broward College also provides counseling to both its students and employees for alcohol and drug abuse. For further information and materials that support compliance with the Drug-Free Schools and Communities Act, such as disclosures and biennial review of programs, visit the Department's website at <http://www.broward.edu/safety/Pages/Substance-Abuse.aspx>.

ALCOHOL USE AND SUBSTANCE ABUSE POLICIES

Broward College policies 6Hx2-6.32 and 6Hx2-5.18, as well as Code of Conduct 6Hx2-5.02, specifically address that the use or sale of alcoholic beverages at all Broward College sites is prohibited unless authorized by College leadership at special events. Students may not be under the influence or in possession of alcohol while on college property or while participating in a college-sanctioned activity. It is unlawful to sell, furnish or provide alcohol to

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a person under the age of 21. The possession of alcohol by anyone less than 21 years of age in a public place or a place open to the public is illegal.

Broward College policy [6Hx2-5.18](#), as well as Code of Conduct [6Hx2-5.02](#), addresses the substance abuse policy. Violators are subject to College disciplinary action in accordance with Broward College Student Code of Conduct [6Hx2-5.02](#) up to and including expulsion from the College. Additionally, violators may be subject to criminal prosecution, fine, and/or imprisonment. If a student is required to submit to a drug screening by the Dean of Students based on behaviors that indicate the use of drugs or alcohol which impairs their ability to perform in their academic program, refusal to submit to such a drug screening will be treated as a positive test result. The College retains the right to dismiss a student from the College or from a specific program, in accordance with the Program Guidelines for that program.

In addition, Broward College faculty and staff need to abide by the Drug Free Workplace Policy and Procedure [6Hx2-3.05](#). Any employee who violates the Drug Free Workplace Policy and Procedure [6Hx2-3.05](#) is subject to discipline up to and including termination. The College may require an employee who violates this policy to successfully and satisfactorily complete a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local agency.

For further information regarding standards of conduct and sanctions under Local, State, and Federal Law, visit the Campus Safety website, which provides the full Broward College Annual Drug and Alcohol Disclosure.

DRUG AND ALCOHOL ABUSE AWARENESS PROGRAMS

FOR STUDENTS

The Office of Student Life at each Broward College campus sponsors various drug and alcohol abuse education programs in partnership with state and local law enforcement and non-profit organizations outreach activities. In addition, various counseling options are available through Broward College's partnership with Henderson Behavioral Health Services and other organizations.

FOR EMPLOYEES

The Office of Human Resources maintains through the College's Health Insurance provider, CIGNA, an Employee Assistance Program (EAP) that offers mental and behavioral counseling, as well as alcohol and narcotics addiction/abuse education/prevention counseling, and therapist referrals.

STUDENT COUNSELING

In pursuit of educational goals, one may encounter challenges that affect the ability to be successful. Concerns about relationships, family, stress, body image, and drug and alcohol abuse can cause distress and problems with day-to-day living. This student success program is available to all full-time or part-time Broward College students.

Are you dealing with anxiety, stress, low self-esteem, depression, anger, substance abuse, disturbing thoughts or sexual assault?

To schedule an appointment or for 24-hour crisis support call 954-424-6916

A SMOKE & TOBACCO FREE COLLEGE

Broward College is committed to promoting a safe and healthy environment for its students, faculty, staff, and visitors. Extensive research shows that tobacco use, including smoking and breathing secondhand smoke, is a health hazard. Accordingly, Broward College has implemented a smoke and tobacco-free policy. In accordance with Broward College policy [6Hx2-7.21](#), the use, distribution or sale of tobacco or objects or devices intended to simulate tobacco use, including but not limited to cigarettes, cigars, pipes, chewing tobacco, snuff, vapor devices and electronic cigarettes is prohibited in all indoor and exterior areas of all property and facilities

owned, leased or operated by the College. The prohibited areas include, but are not limited to, atria, entranceways, enclosed hallways within buildings, parking lots, grounds, rooftops, courtyards and exit ways. Smoking is prohibited in College owned or leased vehicles, whether or not on College property.

Tobacco products, on the ground or in the waterways creates litter and causes harm to the environment and animals. Tobacco products contain toxic chemicals that pollute the environment and are only biodegradable under ideal conditions which can take anywhere from 2 to 25 years to degrade.

STUDENT DISCIPLINARY PROCEDURES

College disciplinary proceedings, as well as special guidelines for cases involving alleged sexual misconduct, dating violence, domestic violence, sexual assault, or stalking are detailed in Broward College's Code of Conduct, [6Hx2-5.02](#) and [A6Hx2-5.02](#). Noted below are some pertinent items regarding disciplinary processes and hearings:

TYPES OF DISCIPLINARY PROCEDURES

Student institutional procedures are governed by Broward College Policy and Procedure 5.02 – Student Code of Conduct. All allegations of violations of the Student Code of Conduct (regardless of the type of infraction) are administered through the same process. As Broward College has only one process to adjudicate allegations of violations, the circumstances of the allegation have no effect on the type of proceeding.

HOW TO FILE A DISCIPLINARY COMPLAINT

Any person may report an allegation to the Dean of Students at the campus where the infraction is alleged to have occurred.

RANGE OF PROTECTION MEASURES FOR VICTIMS FOLLOWING ALLEGATIONS

The College will take immediate and appropriate steps to support the complainant in an effort to mitigate the possibility of future violations of the code of conduct and to support the complainant's educational pursuits. Such support includes, but is not limited to, assisting the student with notifying law enforcement, recommending appropriate community support, recommending options for counseling, assisting with modifications to class schedules and locations and other academic support as may be needed, and assisting with initiating a College complaint and investigation against the referred student in accordance with appropriate College policy and procedure.

STEPS, ANTICIPATED TIMELINES, AND DECISION-MAKING PROCESS

Any person may report an allegation of a violation of the student code of conduct to the dean of students on the campus where the violation is alleged to have occurred. The dean of students or designee will investigate the allegation and either levy sanctions, or in cases that may

result in suspension or expulsion, will refer the matter to the Student Conduct Committee, who will hear the case and recommend sanctions to the dean of students, who will then levy sanctions. Students may appeal the decision of the dean of students to the Associate Vice President for Student Life & Ombudsperson. Allegations of violations of the student code of conduct will generally be heard and sanctions issued by the dean of students within 60 business days after the initial complaint.

STANDARD OF EVIDENCE

Broward College uses the standard of preponderance of the evidence as the standard of evidence.

POSSIBLE SANCTIONS WHICH MAY BE IMPOSED FOLLOWING RESULTS

- ▶ A notice in writing to the student that they have violated institutional regulations indicating the potential consequences of future violations.
- ▶ Probation – A written reprimand for violation of specified regulations. Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to have violated any institutional regulation(s) during or after the probationary period.
- ▶ Loss of Privileges – Denial of specified privileges for a designated period of time.
- ▶ Fines – A student may be required to pay fines incurred (i.e. parking, library, etc.) as a condition for complying with the sanction imposed.
- ▶ Restitution – Compensation for loss, damage or injury; this may take the form of appropriate service and/or monetary or material replacement.
- ▶ Discretionary Sanctions – Work assignments, community service to the College, counseling referrals or other related discretionary sanctions.
- ▶ Administrative Withdrawals – Withdrawal for all courses without refund. Students receiving financial aid are subject to Broward College Policy [6Hx2-5.11](#) – Financial Aid.

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- ▶ Trespass – in accordance with Broward College Policy [6Hx2-2.02](#), students may be prohibited from entering Broward College locations.
- ▶ College Suspension – Separation of the student from the College for a definite period of time, after which the student or student organization is eligible to return; conditions for readmission may be specified.
- ▶ College Expulsion – Permanent separation of the student from the College.

RIGHTS ASSOCIATED WITH BROWARD COLLEGE DISCIPLINARY PROCEEDINGS

It is Broward College policy, Policy [6Hx2-5.02](#), that the accuser and accused are entitled to the same opportunities and may have others present during an institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice. The College will not limit the choice of advisor or presence for either the accuser or the accused in any meeting or institutional disciplinary proceeding. However, the role of the advisor is limited to assisting the student but may not speak or participate directly or indirectly in any hearing before a Student Conduct Committee.

In all instances, the process will be conducted in a manner that is consistent with the institution's policy and that is

transparent to the accuser and the accused. The accuser and the accused will have timely notice for meetings at which the accuser or accused, or both, may be present; The accuser, the accused and appropriate officials will have timely and equal access to any information that will be used during formal and informal disciplinary meeting and hearings; The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused.

Broward College automatically and simultaneously notifies in writing the accuser and accused of the result of any institutional disciplinary procedure arising from a crime of violence, dating violence, domestic violence, sexual assault, or stalking:

- ▶ The outcome and results of any disciplinary proceeding conducted by the College. If the accuser is deceased as a result of the crime or offense, Broward College will provide the results of the disciplinary hearing to the victim's next of kin.
- ▶ The institution's procedures for the accused and the victim to appeal the results.
- ▶ Any changes in the results that occur prior to the time the results become final.
- ▶ When the results become final.





All proceedings shall be comprised of a prompt, fair, and impartial investigation and resolution. Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within 60 days of the report. However, each proceeding allows for extensions of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay. The proceedings, in accordance with Title IX and Clery, will be conducted by officials who receive annual training on issues related to domestic violence, dating violence, sexual violence, sexual assault, and stalking. These individuals have also completed additional training in conducting an investigation and hearing process that protects the safety of victims and promotes accountability.

The Family Educational Rights and Privacy Act (FERPA) permits a postsecondary institution to disclose to an alleged victim of any crime of violence or non-forcible sex offense the final results of a disciplinary proceeding conducted by the institution against the alleged perpetrator of that crime, regardless of whether the institution concluded a violation was committed.

FERPA also permits institutions to disclose to the next of kin, if the victim is deceased as a result of such crime or offense, the final results of a disciplinary proceeding.

APPEALING THE RESULTS OF THE INSTITUTIONAL DISCIPLINARY PROCEEDINGS

A referred student, student organization, or complainant may appeal to the Vice President for Student Services and Enrollment Management the sanctions imposed by the dean of students. Such appeals must be in writing and must be delivered to the Vice President for Student Services and Enrollment Management within 5 business days of the receipt of sanctions from the dean of students.

Sanctions imposed by the dean of students go into effect immediately unless a student or student organization appeals the decision. In such cases, the dean of students in consultation with the Vice President for Student Services and Enrollment Management will decide if sanctions will be enforced immediately or pending the outcome of an appeal process.

In considering the appeal, the Vice President for Student Services and Enrollment Management will limit her/his review to a determination of whether the student or student organization received a fair hearing in accordance with established policies and procedures. A student who has been sanctioned may only appeal on the following grounds:

- ▶ A substantial procedural error occurred that rendered the process or the outcome fundamentally unfair.
- ▶ New substantive evidence, impossible for the dean of students or the Student Conduct Committee to have heard at the time of the hearing, has been discovered and a failure to review such evidence would be fundamentally unfair.
- ▶ The finding and/or the sanction was fundamentally unfair or inappropriate.

Associate Vice President for Student Life & Ombudsperson will generally limit her/his review to the written appeal and the record of the hearing. In exceptional circumstances, the Associate Vice President for Student Life & Ombudsperson may, at her/his discretion, meet with student(s) directly to review evidence, meet with witnesses and the accused student(s) or student organization.

After considering the appeal, the Associate Vice President for Student Life & Ombudsperson may:

- ▶ Find that there are no grounds to consider the appeal.
- ▶ Refer the matter back to the dean of students for further review based on specific issues, with a designated time-frame for reconsideration indicated.
- ▶ Alter the findings or the sanctions imposed by the dean of students. Sanctions imposed during the appeal process may be less severe, or in unusual circumstances, more severe than those originally imposed.

EMPLOYEE DISCIPLINARY PROCEDURES

EMPLOYEE DISCIPLINARY GOVERNING POLICIES

Broward College Policy Manual [6Hx2-3.25](#) Resignation and Termination of Non-Instructional Personnel

Federation of Public Employees (FOPE) Collective Bargaining Agreement (General laborers)

United Federation of Faculty (UFF) Collective Bargaining Agreement (Faculty)

TYPES OF DISCIPLINARY PROCESSES

The college follows established disciplinary procedures according to the Employee Disciplinary Governing Policies identified above to assist in changing behavior and increasing performance. This means that employee misconduct or performance challenges are addressed using corrective measures dependent on current and past performance. Disciplinary processes are administered consistently and in a non-discriminatory manner. Corrective disciplinary measures may include but are not limited to a verbal reprimand reduced to writing, written reprimand, suspension without pay, demotion, termination of employment.

HOW TO FILE A DISCIPLINARY COMPLAINT OR GRIEVANCE

Broward College encourages supervisors and employees to resolve their differences as soon as possible; however, in order that employees may be assured fair consideration of their problems, a means of review and appeal to a higher level of authority, without prejudice, is established in Broward College [6Hx2-3.28](#).

Any non-represented employee who has successfully

completed his/her initial probationary period, including any extensions to that period as provided under Policy [A6Hx2-3.21](#), Employee Performance and Talent Management, has the right to file a complaint.

Represented employees governed by a union collective bargaining agreement may file a grievance through the grievance resolution processes outlined in the respective union contract and must be in writing.

STEPS, ANTICIPATED TIMELINES, AND DECISION-MAKING PROCESS

Steps to recommend discipline follows Broward College Policies or a respective collective bargaining agreement. Cases where an investigation may have to be conducted to determine facts as they relate to a policy violation should be discussed with and coordinated with the Employee Relations Division of the Human Resources & Equity Department.

STANDARD OF EVIDENCE

The standard of evidence will be fact driven, using reasonable person standards, and the interpretation of witness statements and facts to support such disciplinary recommendations. The standard of evidence used is the preponderance of the evidence presented.

POSSIBLE SANCTIONS WHICH MAY BE IMPOSED FOLLOWING RESULTS

Disciplinary measures may include but are not limited to a verbal reprimand reduced to writing, written reprimand, suspension without pay, demotion, termination of employment.



SEXUAL MISCONDUCT AND VIOLENCE

SEXUAL MISCONDUCT AND VIOLENCE

Broward College is committed to creating a safe educational environment for all students, faculty, and staff. No student, faculty, or staff may commit or attempt to commit sexual violence against any student or employee of the College or against any person at a college-sponsored or supervised activity. Sexual misconduct and violence of any kind, including, but not limited to, sexual violence, domestic violence, dating violence, stalking, sexual harassment, or retaliation for reporting such offenses, will not be tolerated and are prohibited conduct. Toward that end, Broward College issues this statement of policy to inform the campus community of College programs to address domestic violence, dating violence, sexual assault and stalking as well as the procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a College official.

Sexual misconduct also applies in instances where consent cannot be given (e.g. student's age, use of drugs or alcohol, or disability). All members of the Broward College community are afforded protections from sexual misconduct and any hostile education environment resulting from such misconduct, regardless of the sex, sexual orientation, or gender identity of either the alleged perpetrator or complainant, including when both are members of the same sex. In addition to any criminal or civil actions which may be pending or in process, the College may pursue a separate disciplinary action against any student believed to have committed or attempted a sexual battery as defined in Florida State Statute 794.011.

FEDERAL CLERY ACT DEFINITIONS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING

The Clery Act defines the crimes of domestic violence, dating violence, sexual assault and stalking as follows:

► **Domestic Violence:**

i. A Felony or misdemeanor crime of violence committed —

A. By a current or former spouse or intimate partner of the victim;

B. By a person with whom the victim shares a child in common;

C. By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;

D. 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; or

E. 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 in which the crime of violence occurred.

ii. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

► **Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

i. The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

ii. For the purposes of this definition —

A. Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

B. Dating violence does not include acts covered under the definition of domestic violence.

iii. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Sexual Assault: An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program.

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Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is “any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.”

A. Rape is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration of a sex organ of another person, without the consent of the victim.

B. Fondling is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

C. Incest is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

D. Statutory Rape is defined as sexual intercourse with a person who is under the statutory age of consent.

▶ **Stalking:**

i. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to —

A. Fear for the person’s safety or the safety of others; or

B. Suffer substantial emotional distress.

ii. For the purposes of this definition—

A. Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.

B. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

C. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

iii. For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

STATE OF FLORIDA DEFINITIONS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING

The below represents the definition of the mentioned crimes and consent by use of jurisdiction:

- ▶ **Dating Violence:** violence between individuals who have or have had a continuing and significant relationship of a romantic or intimate nature. The existence of such a relationship shall be determined based on the considerations such as length, nature, and frequency of interaction as defined in Florida State Statute 784.046.
- ▶ **Domestic Violence:** any assault, aggravated assault, battery, aggravated battery, sexual assault, sexual battery, stalking, aggravated stalking, kidnapping, false imprisonment, or any criminal offense resulting in physical injury or death of one family or household member by another family or household member as defined in Florida State Statute 741.28.
- ▶ **Sexual Assault/Battery:** oral, anal, or vaginal penetration by, or union with, the sexual organ of another of the anal or vaginal penetration of another by any other object; however, sexual battery does not include an act done for bona fide medical purposes as defined in Florida State Statute 794.011.
- ▶ **Stalking:** a person, who willfully, maliciously, and repeatedly follows, harasses, or cyberstalks another person and makes a credible threat to that person as defined in Florida State Statute 784.048.
- ▶ **Consent:** intelligent, knowing, and voluntary consent and does not include coerced submission. “Consent” shall not be deemed or construed to mean the failure by the alleged victim to offer physical resistance to the offender as defined in Florida State Statute 794.011.

SEXUAL HARASSMENT POLICY

Broward College policies [6Hx2-5.39](#), [6Hx2-5.02](#), and [6HX2-3.31](#) prohibit sexual harassment. Sexual harassment includes but is not limited to:

1. Unwelcome physical contact of a sexual nature such as patting, pinching or unnecessary touching.
2. Overt or implied threats against an individual to induce him/her to perform sexual favors or to engage in an unwelcome sexual relationship.

3. Verbal innuendos or jokes of a sexual nature, including graphic or degrading verbal comments about an individual and/or his or her appearance.
4. Use of sexually suggestive terms or gestures to describe a person's body, clothing or sexual activities.
5. Displaying or posting offensive sexually suggestive pictures or materials on campus.

RISK REDUCTION FOR SEXUAL VIOLENCE

Understanding how to reduce one's risk of being a potential target of sexual violence is very important. Key components of reducing risk involve situational awareness and trusting one's instincts. The below list of tips may help decrease one's potential chances of sexual violence:

- ▶ Be aware of your surroundings at all times and attempt to travel with a friend or group if possible. If on campus, utilize the Safety Escort Program.
- ▶ Be sure to inform someone you know very well what your plans are if you plan to attend an event, gathering, or go on a date with an individual you do not know very well.
- ▶ Never leave a beverage unattended or accept a drink from an open container.

- ▶ If you consume alcohol do so in moderation and know your limits.
- ▶ Travel and attend activities with a group of friends. Arrive together, keep an eye on each other, and leave together.
- ▶ Clearly ensure when you are with someone they understand your limits and/or expectations from the start.
- ▶ If you feel uncomfortable or pressured, leave and call for help.
- ▶ Remember, you have the right to say "No" even if you first say "Yes" and then change your mind. You also have the right to say "No" even if you have had previous intimate relations with the individual.
- ▶ Always know where your phone is or the nearest available phone.

PROCEDURES FOR VICTIMS OF SEX OFFENSE, DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING

Broward College Campus Safety strongly advocates that the victim of a sexual assault report the incident in a timely manner. Keep in mind it is your option to notify or, decline to notify, law enforcement and if you decide



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to, you may be assisted by Campus Safety. Please keep in mind that time is a critical factor for evidence collection and preservation. Filing a police report will:

- ▶ Ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no cost to the victim.
- ▶ Provide the opportunity for collection of evidence which cannot be obtained later, that will be helpful in prosecution. This evidence may assist in proving that the alleged criminal offense occurred or may be helpful in obtaining a protection order.
- ▶ Ensure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

Involvement of Law Enforcement and Campus Authorities

Although the College strongly encourages all members of its community to report violations of this policy to law enforcement (including on campus law enforcement partners and/or local police) it is the victim's choice whether to make such a report.

Go to a safe location

Safety is the number one priority. If someone is in danger, they should call 911 while remaining on the phone until help arrives. Law enforcement, as well as Campus Safety, will assist anyone if they choose to prosecute the assailant. Keep in mind it is one's option to notify or decline to notify law enforcement. Regardless of a victim's choice, Campus Safety can assist.

Seek medical attention & Save evidence

Victims should not shower, wash, douche or change clothes because valuable evidence could be destroyed. If possible, victims shouldn't urinate before seeking help. If a victim may have been drugged, the first urine that leaves the victim's body is the most likely to contain evidence of drugs. Victims should request that the hospital take a urine sample for drug toxicology testing to be done. Victims should write down as much as they can remember about the circumstances of the assault, including a description of the assailant. After an incident of sexual assault, dating violence or domestic violence, the victim should consider seeking medical attention as soon as possible.

In Florida, evidence may be collected even if a victim chooses not to make a report to law enforcement. It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence may

be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infections. Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to College adjudicators/investigators or police.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with Campus Safety or other law enforcement to preserve evidence if the victim decides to report the incident to law enforcement or the College later to assist in proving that the alleged criminal offense occurred or that may be helpful in obtaining a protection order.

Under the Violence Against Women and Department of Justice Reauthorization Act of 2005, starting in 2009, states must certify that they do not "require a victim of sexual assault to participate in the criminal justice system or cooperate with law enforcement to be provided with a forensic medical exam, reimbursement for charges incurred because such an exam, or both."

RESOURCES FOR SURVIVORS OF SEXUAL MISCONDUCT AND VIOLENCE

Broward College strongly advocates that survivors of sexual violence consider the following resources.

On and Off Campus Services for Victims

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Broward College will provide written notification to students and employees about existing assistance with and/or information about obtaining resources and services including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and assistance in notifying appropriate local law enforcement. These resources include the following:

Various counseling options are available through Broward College's partnership with Henderson Behavioral Health Services for students, Employee Assistance Program (EAP) for employees, and other organizations.



ON CAMPUS	SERVICE PROVIDER	CONTACT INFORMATION
Counseling (Students)	Henderson Behavioral Health Services	954-424-6916
Counseling (Faculty/Staff)	Employee Assistance Program	1-888-371-1125
Mental Health	Henderson Behavioral Health Services	954-424-6916
Student Financial Aid	Broward College Office of Student Financial Aid Services	954-201-2330

OFF CAMPUS	SERVICE PROVIDER	CONTACT INFORMATION
Counseling	24-Hour Crisis Line: Information and Referral	211
	National Sexual Assault Hotline	800-656-4673
	National Domestic Violence Hotline	800-799-7233
Mental Health	24-Hour Crisis Line: Information and Referral	211
	National Sexual Assault Hotline	800-656-4673
	National Domestic Violence Hotline	800-799-7233
Victim Advocacy	24-Hour Women In Distress of Broward (Shelter)	954-761-1133
	Broward Sheriff's Office Victim/Witness Services	954-321-4122
	Bureau of Victim Services (Tallahassee)	800-226-6667
	Department of State Correction, Victim Assistance	850-488-9166
Legal Assistance	Broward County Legal Aid Service	954-765-8950
	Family Court Services (Injunction for Protection)	954-831-7693
	State Attorney, Broward County	954-831-6955
	State Attorney's Office, Victim Advocate	954-765-4133
Visa and Immigration	Florida Immigrant Advocacy Center	305-573-1106

Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:

- ▶ <http://www.rainn.org> – Rape, Abuse and Incest National Network
- ▶ <http://www2.ed.gov/about/offices/list/ocr/index.html> - Department of Education, Office of Civil Rights
- ▶ <http://www.ovw.usdoj.gov/sexassault.htm> - Department of Justice

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REPORTING SEXUAL MISCONDUCT AND VIOLENCE

Various options exist to report sexual misconduct and violent incidents. Individuals at the centers, who do not have a campus safety office or dean of students, may visit their respective local main campus to report.

Campus Safety	954-201-HELP (4357)
Central Campus	Building 20
North Campus	Building 46, Room 101
South Campus	Building 71, Room 131

Dean of Students		
Central Campus James Evans	Building 19/132	954-201-6522
South Campus William Soto	Building 68/207	954-201-8903
North Campus John Murphy	Building 46/222	954-201-2300
Online Luz Negron Alvarez	Building 1401/14	954-201-7919

Title IX Coordinator			
Neil Cohen	Associate Vice President for Student Life & Ombudsperson	Central Campus Building 19/133	954-201-6554

Employee Relations			
Anthony Carrabis	District Director for Employee Relations	Cypress Creek Building 1401/ First Floor HR	954-201-6522

Faculty and staff may also report incidents directly to their supervisors.

TITLE IX

Title IX of the Education Amendments of 1972 protects people from discrimination based on sex in education programs or activities which receive federal financial assistance. Acts such as sexual assault, sexual harassment, and misconduct constitute such discrimination prohibited by Title IX.

You may report instances of discrimination on the basis of sex to the Broward College Title IX Coordinator. The Title IX Coordinator for Broward College is the Associate Vice President for Student Services/Student Life.

Contact Information:

- ▶ Neil A. Cohen
Associate Vice President for Student Services/
Student Life & Title IX Coordinator
Central Campus
3501 SW Davie Road
Davie, Florida 33314
954-201-6554
titleixcoordinator@broward.edu

CONFIDENTIALITY

Personal identifiable information about the victim and other necessary parties will be treated as confidential and only shared with persons who have a specific need-to-know, i.e., those who are investigating/adjudicating the report or those involved in providing support services to the victim, including accommodations and protective measures. By only sharing personally identifiable information with individuals on a need-to-know basis, the institution will maintain as confidential, any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide

the accommodations or protective measures.

The College does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Furthermore, if a Timely Warning Notice is issued based on a report of domestic violence, dating violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld.

CONFIDENTIALITY & TITLE IX

If the complainant wants to reveal an allegation of sexual misconduct but also wants to maintain confidentiality, the student should be aware that the College will consider the request but cannot guarantee that the College will be able to honor it, and the complaint will be reported to the Title IX coordinator and an investigation will be initiated.

If the College does honor a student's request for confidentiality, the student must understand the College's ability to investigate and issue sanctions will be severely limited. Additionally, if the College believes that the reported incident poses a continuing threat to other persons, or if mandatory reporting is required by law, the College may not be able to honor the request for confidentiality.



PRIVILEGED COMMUNICATION

The College does not directly employ staff who can provide students complete confidentiality regarding complaints of sexual misconduct (sometimes known as “privileged communications,” provided by pastoral counselors and mental health professionals). However, the College currently has a partnership with Henderson Behavioral Health Services who can provide confidentiality in accordance with law. Complainants should note that even privileged communication is limited by laws governing mandatory reporting of certain crimes.

RIGHTS OF SURVIVORS OF SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, AND/OR STALKING

Under federal law, survivors of sexual assault, domestic violence, dating violence, and stalking have rights. These rights, accommodations, and protective measures which are afforded are regardless of whether or not the individual wishes to remain anonymous or report the crime to campus safety or law enforcement and regardless of whether the offense occurred on or off campus. These rights are afforded to students, faculty, and staff alike.

In addition to the below mentioned, Broward College honors all injunctions for protection, no contact orders, and restraining orders in which the College is listed as a restricted area for the defendant.

UPON RECEIVING A REPORT, BROWARD COLLEGE WILL:

- ▶ Ensure that survivor’s immediate safety and medical needs are addressed by contacting appropriate emergency services.
- ▶ Notify survivors of their options for contacting law enforcement including on campus law enforcement partners and local police. Included within these options is your right to not make a report to law enforcement. However, if you do, campus safety will assist you in contacting law enforcement and may provide information on your behalf to them if requested.
- ▶ Notify survivors of and, upon request, assist with contacting available counseling and community victims’ advocacy services.
- ▶ Assist a student with making changes to their academic and/or enrollment schedule if requested by the victim and such accommodations are reasonably available. Any accommodations or protective measures which are taken will remain confidential to the extent that maintaining such confidentiality would not impair the ability to provide the accommodations or protective measures.





- ▶ Provide written notification to students and employees about accommodations available to them, including academic, transportation and working situations. The written notification will include information regarding the accommodation options, available assistance in requesting accommodations, and how to request accommodations and protective measures (i.e., the notification will include the name and contact information for the individual or office that should be contacted to request the accommodations).
- ▶ Work cooperatively to assist the victim in obtaining accommodations, when requested by the victim. If reasonably available, a victim may be offered changes to academic, working or transportation situations regardless of whether the victim chooses to report the crime to campus safety or local law enforcement. Examples of options for a potential change to the academic situation may be to transfer to a different section of a class, withdraw and take a class at another time if there is no option for moving to a different section, etc. Possible changes to work situations may include changing working hours. Possible changes in transportation may include having the student or employee park in a different location, assisting the student or employee with a safety escort, etc. If the victim wishes to receive assistance in requesting these accommodations, a student should contact the dean of students or Title IX coordinator and an employee should contact their supervisor/manager or Title IX coordinator.

- ▶ Maintain confidentiality including redacting personal information from records to the extent permissible by law.

PROCEDURES THE COLLEGE WILL FOLLOW WHEN A CRIME OF DOMESTIC VIOLENCE, DATING VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT AND STALKING IS REPORTED

The College has procedures in place that serve to be sensitive to victims who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party, such as academic, transportation and working accommodations, if reasonably available. The College will make such accommodations, if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to campus safety or local law enforcement. Students should contact the dean of students or Title IX coordinator as noted above and staff should contact their supervisor/manager or Title IX coordinator.

If a report of domestic violence, dating violence, sexual assault or stalking is reported to the College, the following are the procedures that the College will follow:

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INCIDENT BEING REPORTED	PROCEDURE INSTITUTION WILL FOLLOW
Sexual Assault	<ol style="list-style-type: none"> 1. Institution will assess immediate safety needs of complainant 2. Depending on when reported (immediate vs delayed report), institution will provide complainant with access to medical care and information on preserving evidence 3. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department 4. Institution will provide complainant with referrals to on and off campus mental health providers 5. Institution will assess need to implement interim or long-term protective measures, if appropriate. 6. Institution will provide the victim with a written explanation of the victim's rights and options 7. Institution will provide a "no contact" directive to accused party if deemed appropriate 8. Institution will provide a copy of the policy applicable to Sexual Assault to the complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution 9. Institution will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is 10. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation
Stalking	<ol style="list-style-type: none"> 1. Institution will assess immediate safety needs of complainant 2. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department 3. Institution will provide written information to complainant on how to preserve evidence 4. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate 5. Institution will provide the victim with a written explanation of the victim's rights and options 6. Institution will provide a "no contact" directive to accused party if deemed appropriate
Dating Violence	<ol style="list-style-type: none"> 1. Institution will assess immediate safety needs of complainant 2. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department 3. Institution will provide written information to complainant on how to preserve evidence 4. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate 5. Institution will provide the victim with a written explanation of the victim's rights and options 6. Institution will provide a "no contact" directive to accused party if deemed appropriate
Domestic Violence	<ol style="list-style-type: none"> 1. Institution will assess immediate safety needs of complainant 2. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department 3. Institution will provide written information to complainant on how to preserve evidence 4. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate 5. Institution will provide the victim with a written explanation of the victim's rights and options 6. Institution will provide a "no contact" directive to accused party if deemed appropriate

ASSISTANCE FOR VICTIMS: RIGHTS & OPTIONS

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the College will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options. Such written information will include:

- ▶ the procedures victims should follow if a crime of dating violence, domestic violence, sexual assault or stalking has occurred;
- ▶ information about how the institution will protect the confidentiality of victims and other necessary parties;
- ▶ a statement that the institution will provide written notification to students and employees about victim services within the institution and in the community;
- ▶ a statement regarding the institution's provisions about options for, available assistance in, and how to request accommodations and protective measures; and
- ▶ an explanation of the procedures for institutional disciplinary action.

Rights of Victims and the Institution's Responsibilities for Orders of Protection, "No Contact" Orders, Restraining Orders, or Similar Lawful Orders Issued by a Criminal, Civil, or Tribal Court or by the Institution

Broward College complies with Florida law in recognizing orders of protection. Any person who obtains an order of protection from Florida or any reciprocal state should provide a copy to campus safety and the Title IX Coordinator. A complainant may then meet with campus safety and the Title IX Coordinator to develop a plan for the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to, special parking arrangements, changing classroom location or assignment modification. The College cannot apply for a legal order of protection, no contact order or restraining order for a victim from the applicable jurisdiction(s).

The victim is required to apply directly for these services after completing any of the following protections. Orders available through the State of Florida and applicable jurisdictions include:

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TYPE OF ORDER	WHO CAN FILE FOR ONE	COURT	BASED ON
Domestic Violence Civil Protection Order – up to 5 years, can be renewed	Family or household members including : <ul style="list-style-type: none"> ▶ Spouses, former spouses ▶ Parent, child, foster parent ▶ People who have kids together ▶ Intimate partners who lived together in the last 5 years ▶ Same sex couples are eligible 	Domestic Relations Court – where victim lives, where abuser lives or has a business, or where incident(s) occurred	Causing or trying to cause injury or placing someone in fear of imminent serious harm (Courts use different requirements for how recent the incident must be)
Stalking Protection Order – up to 5 years, can be renewed	Any person who is a victim of stalking. No relationship with stalker is required.	Common Pleas Court – where victim lives (if family or household member, can be filed as DV Protection Order, see above)	Pattern of conduct (2 or more events), closely related in time, that cause distress or make a victim believe the stalker will cause harm
Sexually Oriented Offense Protection Order – up to 5 years, can be renewed	Any person who was a victim of a sexually oriented offense (see ORC 2950.01). No relationship with offender is required. Case does not have to be criminally prosecuted.	Common Pleas Court – where victim lives	Sexual assault or unwanted sexual contact (see ORC 2950.01)
Juvenile Protection Order – until abuser reaches age 19	Victim of abuse by a person who is under age 18, or the victim’s parent or other household member, or other parties the Court approves.	Juvenile Court – where victim lives	Assault, stalking, sexual offenses, threats of harm or aggravated trespass

The College may issue an institutional no contact order if deemed appropriate or at the request of the victim or accused. If the College receives a report that such an institutional no contact order has been violated, the College will initiate disciplinary proceedings appropriate to the status of the accused (student, employee, etc.) and will impose sanctions if the accused is found responsible for violating the no contact order.

INVESTIGATION OF SEXUAL ASSAULT AND SEXUAL HARASSMENT

Allegations of sexual assault or harassment may be investigated by various departments including: law enforcement, campus safety, student affairs, human resources, legal, and the Title IX Office.

The department or persons having responsibility for conducting an investigation as well as the type of investigation will depend on the circumstances of the case. In referencing investigations conducted by the College, the standard of evidence for a disciplinary investigation is a preponderance of the evidence.

Staff Perpetrator: If the alleged perpetrator is a member of the faculty or staff, the College will investigate in accordance with the Broward College policy governing the conduct of faculty and staff.

Student Perpetrator: If the alleged perpetrator is a student, the College will investigate in accordance with the Broward College policy governing the conduct of students.

Title IX Investigation

The Title IX investigation is not a disciplinary process but an administrative one. The purpose of a Title IX

investigation is to determine: whether conduct prohibited by Title IX occurred; whether there is an ongoing risk of further prohibited conduct and if so, to act to prevent its reoccurrence; whether accommodations for the affected party are needed to remedy the effects of the prohibited conduct; whether accommodations or safety precautions should be put in place; and whether the conduct necessitated a review for disciplinary procedures.

SEXUAL VIOLENCE AWARENESS, EDUCATION & PREVENTION PROGRAMS

Broward College engages in comprehensive, intentional, and integrated programming, initiatives, strategies and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that:

- ▶ Are culturally relevant; inclusive of diverse communities and identities; sustainable; responsive to community needs; and informed by research or assessed for value, effectiveness, or outcome; and
- ▶ Consider environmental risks and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

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Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and employees that cover:

- ▶ Institutional policies and regulations on offenses.
- ▶ A statement that the institution prohibits the crimes of domestic violence, dating violence, sexual assault and stalking (as defined by the Clery Act).
- ▶ Jurisdictional definitions of Domestic Violence, Dating Violence, Sexual Assault and Stalking.
- ▶ Jurisdictional definition of consent.
- ▶ Safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking actions to intervene.
- ▶ Information on risk reduction to recognize warning signs of abusive behavior. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims to promote safety and to help individuals and communities address conditions that facilitate violence.
- ▶ Information regarding:
 - ▷ Procedures victims should follow if a crime of domestic violence, dating violence, sexual assault and stalking occurs (as described in "Procedures Victims Should Follow if a Crime of Domestic

Violence, Dating Violence, Sexual Assault and Stalking Occurs" elsewhere in this document);

- ▷ How the institution will protect the confidentiality of victims and other necessary parties (as described in "Assistance for Victims: Rights and Options" elsewhere in this document);
- ▷ Existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community (as described in "Assistance for Victims: Rights and Options" elsewhere in this document);
- ▷ Options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures (as described in "Assistance for Victims: Rights and Options" elsewhere in this document); and
- ▷ Procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking (as described in "Adjudication of Violations" elsewhere in this document);

The College has developed annual educational campaigns consisting of presentations that include distribution of educational materials to students, faculty, and staff and presenting information and materials during new student and employee orientations.

In addition to training, information is disseminated to students, faculty, and staff through crime prevention awareness packets, pamphlets, electronic notifications, and other handouts available at all Campus Safety offices and online at www.broward.edu/safety that focuses on Safe Dating and Sexual Assault.

PRIMARY PREVENTION AND AWARENESS PROGRAMS

Specifically, the College offered the following **primary prevention and awareness sexual violence programs** for all **incoming students** in 2018:

NAME OF PROGRAM	DATE HELD	LOCATION HELD	WHICH PROHIBITED BEHAVIOR* COVERED?
New Student Orientation – Understanding Safety While at College	Continually	Central Campus, North Campus, South Campus	DoV, DaV, SA, S
First Flight	Continually	Partnership Centers South Campus	DoV, DaV, SA, S DoV, DaV, SA, S

*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

The College offered the following **primary prevention and awareness sexual violence programs** for all **new employees in 2018**:

NAME OF PROGRAM	DATE HELD	LOCATION HELD	WHICH PROHIBITED BEHAVIOR* COVERED?
New Employee Orientation	Continually	Central Campus	DoV, DaV, SA, S
Preventing Sexual Harassment	Continually	Virtual	SA, Harassment

*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

ONGOING PREVENTION AND AWARENESS CAMPAIGNS

The College offered the following **ongoing awareness and prevention programs** for **students** in 2018:

NAME OF PROGRAM	DATE HELD	LOCATION HELD	WHICH PROHIBITED BEHAVIOR* COVERED?
Stalking Awareness	January 2018	Central Campus	DoV, DaV, SA, S
How to Stay Safe on Campus	January 2018	Central Campus South Campus	DoV, DaV, SA, S
Healthy Relationships Workshop	February 2018	Central Campus, North Campus, South Campus	DoV, DaV, SA, S
Spring Break Bash Alcohol and Drug Awareness	February 2018	Central Campus	DoV, DaV, SA, S
Let's Talk about Sex: Got Consent?	April 2018	North Campus, Central Campus, South Campus	DoV, DaV, SA, S
It's on US Campaign	April 2018	Central Campus	DoV, DaV, SA, S
Understanding the Signs & Symptoms of Abusive Relationships	April 2018	Central Campus	DoV, DaV, SA, S
Understanding the Signs & Symptoms of Abusive Relationships	April 2018	North Campus	DoV, DaV, SA, S
Understanding the Signs & Symptoms of Abusive Relationships	April 2018	South Campus	DoV, DaV, SA, S
Campus Safety Days	September 2018	Central Campus, North Campus, South Campus, Miramar West	DoV, DaV, SA, S
How to Stay Safe on Campus	September 2018	Central Campus	DoV, DaV, SA, S
It's on US Campaign	October 2018	Central Campus	DoV, DaV, SA, S

*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

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NAME OF PROGRAM	DATE HELD	LOCATION HELD	WHICH PROHIBITED BEHAVIOR* COVERED?
How to Stay Safe on Campus	October 2018	North Campus	DoV, DaV, SA, S
Understanding the Signs & Symptoms of Abusive Relationships	October 2018	Central Campus	DoV, DaV, SA, S
Let's Talk about Sex: Got Consent?	October 2018	South Campus	DoV, DaV, SA, S
Understanding the Signs & Symptoms of Abusive Relationships	October 2018	North Campus	DoV, DaV, SA, S
Understanding the Signs & Symptoms of Abusive Relationships	October 2018	South Campus	DoV, DaV, SA, S
How to Stay Safe on Campus	October 2018	Central Campus	DoV, DaV, SA, S
Healthy Relationships Workshop	November 2018	Central Campus	DoV, DaV, SA, S
Let's Talk about Sex: Got Consent?	November 2018	Central	DoV, DaV, SA, S

*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

The College offered the following **ongoing sexual awareness and prevention programs** for **employees** in 2018:

NAME OF PROGRAM	DATE HELD	LOCATION HELD	WHICH PROHIBITED BEHAVIOR* COVERED?
Professional Development Day	February 2018	Central Campus	DoV, DaV, SA, S
Campus Safety Days	September 2018	Central Campus, North Campus,	DoV, DaV, SA, S

*DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking

BYSTANDER INTERVENTION

Research centering on prevention efforts of sexual violence have shown that bystanders are an intricate part of prevention. Often outnumbering both the perpetrators and the victims, everyone plays a role in stopping sexual violence before it happens. Be an active bystander, someone who is committed to making a choice to become involved and stop sexual violence. Before acting though, understand that active bystander intervention does not encourage or mean to put one's self in danger. Safe options for being an active bystander include:

- ▶ Watch out for behaviors that appear inappropriate, forcible, or harassing to possible victims.
- ▶ Making up an excuse that allows potential victims to get out of potentially dangerous situations.
- ▶ Speaking with him/her and check to confirm he/she is safe and okay.
- ▶ Never leaving the side of him/her, despite the efforts of someone to get him/her alone or away from others.
- ▶ Stepping in to stop an individual's overuse of alcohol.
- ▶ Reporting any suspicious activity to Campus Safety or law enforcement.

CAMPUSES AND CENTERS

CAMPUS SAFETY LEADERS

NORTH CAMPUS

LIEUTENANT JOHN LABANDERA



Lieutenant John Labandera is charged with leading the North Campus Safety Department. Lt. Labandera is a veteran of the United States Air Force where he served for 5 years on active duty, mostly overseas in the Security Police career-field. Guarding Nuclear Weapons and priority aircraft, Staff Sergeant Labandera completed his service in 1988. He then joined the Fort Lauderdale Police Department where he served for nearly 28 years retiring as a Police Captain. During this time, John was also in the US Air Force Reserves and was activated for Desert Storm and Hurricane Andrew. Throughout his tenure with the Fort Lauderdale Police Department, Lt. Labandera served in nearly every unit offered in the agency; patrol, criminal investigations, school resource officer, gang unit, narcotics, internal affairs and community policing. John describes his most challenging service with the SWAT team as a hostage negotiator. His last 2 years were spent serving as the Commander of

the Community Support Division managing homeless outreach, crime prevention, mounted unit and the LGBTQ liaison unit. John received his Bachelor's Degree in Public Administration and is also a graduate of the University of Louisville/Southern Police Institute Command Officer's Development Course.

CENTRAL CAMPUS

LIEUTENANT FRANCISCO (FRANK) LIZANO



Lieutenant Francisco (Frank) Lizano is charged with leading the Central Campus Safety Department. Lt. Lizano retired from the US Navy after 25 years. During his time in the Navy, Lt. Lizano worked in Force Protection and Anti-terrorism and conducted several overseas deployments earning multiple commendations and awards. Lt. Lizano comes to Broward College after serving 3 years as Assistant Chief of Public Safety at Miami Dade College. Lt. Lizano is a graduate of Miami Dade College earning his Bachelor of Science degree in Criminal Justice with a law enforcement concentration.

SOUTH CAMPUS

LIEUTENANT THEODORE (TED) HAY



Lieutenant Theodore (Ted) Hay leads the South Campus Safety Department. Lt. Hay is a U.S. Navy veteran, having served four years aboard the nuclear aircraft carrier USS Dwight D. Eisenhower. He was assigned to several overseas deployments, including in the Middle East and Caribbean. Part of his duties in the Navy included training and leading ordinance and safety teams. Lt. Hay received top honors in Basic Electronics, Weapons Certifications and Nuclear Certifications and maintained "Top Secret" security clearance. He has 16 years of management experience in banking, media and hospitality.

CAMPUSES AND CENTERS

CAMPUS SAFETY LOCATION LEADERS BIOS:

WILLIS HOLCOMBE CENTER SERGEANT MARIO ALVARADO



Sergeant Mario Alvarado joined Broward College in February of 2016. Sgt. Alvarado brings to the Broward College Campus Safety Department 22 years of managing experience in the public safety field. Sgt. Alvarado's work experience includes managing a security company for 15 years with over 500 security officers and staff. In 2009, Sgt. Alvarado began his second journey in becoming the head of security for Vista BMW where he supervised 30 security officers for 9 years before joining Broward College. Sgt. Alvarado is currently working on his Office Management AS degree and looking forward to graduating from Broward College in December 2019. Sgt. Alvarado will continue his studies at Broward College towards his bachelor's degree.

PARTNERSHIP CENTERS SERGEANT SONJA D. JOHNSON



Sergeant Sonja D. Johnson has been working in the public safety field for 19 years, 18 of those years in the Broward College Campus Safety Department. Sgt. Johnson joined Broward College in 2001 as a Campus Safety Officer and was promoted to Campus Safety Sergeant in 2004. During her career at Broward College, Sgt. Johnson served as the interim Lieutenant at South Campus in 2010. Sgt. Johnson also served 3 years in the U. S. Army and Army Reserve and received an Honorable Discharge.

CRIME PREVENTION SERGEANT SERGEANT DANIEL HALL



Sergeant Daniel Hall began his safety and law enforcement background in 2006 as a Corrections Officer for the State of Florida where he worked closely with confined inmates, conducted inmate escorts throughout the State of Florida, and was a member of the Special Response Team. He then began a three-year tenure with G4S Secure Solutions as a Site Supervisor where he maintained and supervised multiple locations and officers. In 2013, he joined Broward College as a Sergeant in the Department Safety, Security & Emergency Preparedness. Since his time at Broward College, Sgt. Hall has been assigned to numerous campuses and special projects. Sgt. Hall has now been appointed as the new Crime Prevention Sergeant, where he will work to continue to bring new and exciting crime prevention events and trainings to our college family. Sgt. Hall is currently enrolled at Broward College and is pursuing a degree in Criminal Justice.

CRIME STATISTICS

A. HUGH ADAMS CENTRAL CAMPUS

3501 S.W. David Road
Davie, FL 33314



Criminal Offenses	ON CAMPUS ³			NON-CAMPUS PROPERTY ³			PUBLIC PROPERTY ³		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
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	1	0	0	0	0	0	0
Fondling	4	1	2	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	1	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	1
Burglary	1	1	0	0	0	0	0	0	0
Motor Vehicle Theft	2	2	0	0	0	0	0	0	0
Arson	1	0	0	0	0	0	0	0	0
Domestic Violence	0	1	0	0	0	0	0	0	0
Dating Violence	1	0	0	0	0	0	0	0	0
Stalking	3	4	4	0	0	0	0	0	0
Hate Crimes ¹	0	0	1	0	0	0	0	0	0
Liquor Violation Arrests	0	0	0	0	0	0	0	0	0
Liquor Violation Disciplinary Referrals	0	1	0	0	0	0	0	0	0
Drug Violation Arrests	0	1	2	0	0	0	0	0	0
Drug Violation Disciplinary Referrals	0	1	0	0	0	0	0	0	0
Weapons Violation Arrests	0	0	0	0	0	0	0	0	0
Weapons Violation Disciplinary Referrals	0	0	1	0	0	0	0	0	0
Unfounded Crimes ²	0	0	0	0	0	0	0	0	0

- ¹ Hate Crimes: 2018: One on-campus vandalism characterized by race and ethnicity. There were no incidents involving crimes of violence against persons characterized by bias against gender, religion, sexual orientation, national origin, disability, and/or gender identity. Pursuant to the 2008 Clery Act Amendments: "Higher Education Opportunity Act" (Public Law 110-315) and VAWA's Campus Sexual Violence Act provision for the period of 2016-2018.
- ² Unfounded Crimes: Any crime reports in which it has been concluded that the crime reported was false, baseless, or did not occur resulting in withholding from crime statistics.
- ³ Broward College reports the crimes required by the Clery Act that occurred on or within an institution's Clery Geography that were reported to a Campus Security Authority

CRIME STATISTICS NORTH CAMPUS

1000 Coconut Creek Blvd.,
Coconut Creek, FL 33066



Criminal Offenses	ON CAMPUS ³			NON-CAMPUS PROPERTY ³			PUBLIC PROPERTY ³		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder	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	1	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	1	1	0	0	0	0	0	0
Aggravated Assault	0	0	3	0	0	0	1	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	2	1	0	0	0	0	0	0
Arson	0	0	0	0	0	0	1	0	0
Domestic Violence	0	0	1	0	0	0	0	0	0
Dating Violence	0	1	0	0	0	0	0	0	0
Stalking	1	3	1	0	0	0	0	0	0
Hate Crimes ¹	0	1	0	0	0	0	0	0	0
Liquor Violation Arrests	0	0	0	0	0	0	0	0	0
Liquor Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Drug Violation Arrests	1	4	0	0	0	0	0	0	0
Drug Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Weapons Violation Arrests	0	0	0	0	0	0	0	0	0
Weapons Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Unfounded Crimes ²	0	0	0	0	0	0	0	0	0

- Hate Crimes: 2017: One on-campus vandalism characterized by religion and sexual orientation bias. There were no incidents involving crimes of violence against persons characterized by bias against race, gender, ethnicity, national origin, disability, and/or gender identity. Pursuant to the 2008 Clery Act Amendments: "Higher Education Opportunity Act" (Public Law 110-315) and VAWA's Campus Sexual Violence Act provision for the period of 2016-2018.*
- Unfounded Crimes: Any crime reports in which it has been concluded that the crime reported was false, baseless, or did not occur resulting in withholding from crime statistics.*
- Broward College reports the crimes required by the Clery Act that occurred on or within an institution's Clery Geography that were reported to a Campus Security Authority*

CRIME STATISTICS

SOUTH CAMPUS

7200 Pines Blvd.,
Pembroke Pines, FL 33024



Criminal Offenses	ON CAMPUS ³			NON-CAMPUS PROPERTY ³			PUBLIC PROPERTY ³		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder	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	1	0	0	0	0	0	0	0	0
Aggravated Assault	1	0	0	0	0	0	1	1	0
Burglary	1	2	0	0	0	0	0	0	0
Motor Vehicle Theft	0	4	0	0	0	0	1	0	0
Arson	1	0	0	0	0	0	0	0	0
Domestic Violence	1	2	0	0	0	0	0	0	0
Dating Violence	0	2	0	0	0	0	0	0	0
Stalking	2	2	7	0	0	0	0	0	0
Hate Crimes ¹	2	0	0	0	0	0	0	0	0
Liquor Violation Arrests	0	0	0	0	0	0	0	0	0
Liquor Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Drug Violation Arrests	0	1	1	0	0	0	0	0	0
Drug Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Weapons Violation Arrests	0	0	1	0	0	0	0	0	0
Weapons Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Unfounded Crimes ²	0	0	0	0	0	0	0	0	0

- Hate Crimes: 2016: One on-campus arson/vandalism incident characterized by Sexual Orientation bias. One on-campus vandalism characterized by Ethnicity bias. There were no incidents involving crimes of violence against persons characterized by bias against race, gender, religion, national origin, disability, and/or gender identity. Pursuant to the 2008 Clery Act Amendments: "Higher Education Opportunity Act" (Public Law 110-315) and VAWA's Campus Sexual Violence Act provision for the period of 2016-2018.*
- Unfounded Crimes: Any crime reports in which it has been concluded that the crime reported was false, baseless, or did not occur resulting in withholding from crime statistics.*
- Broward College reports the crimes required by the Clery Act that occurred on or within an institution's Clery Geography that were reported to a Campus Security Authority*

CRIME STATISTICS

WILLIS HOLCOMBE DOWNTOWN CENTER

111 East Las Olas Blvd.
Fort Lauderdale, FL 33301



Criminal Offenses	ON CAMPUS ³			NON-CAMPUS PROPERTY ³			PUBLIC PROPERTY ³		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder	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	1
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	1	2
Arson	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Hate Crimes ¹	0	0	1	0	0	0	0	0	0
Liquor Violation Arrests	0	0	0	0	0	0	0	0	0
Liquor Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Drug Violation Arrests	1	0	0	0	0	0	0	0	0
Drug Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Weapons Violation Arrests	0	0	0	0	0	0	0	0	0
Weapons Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Unfounded Crimes ²	0	0	0	0	0	0	0	0	0

1. *Hate Crimes: 2018: One on-campus /vandalism incident characterized by religion and national origin. There were no incidents involving crimes of violence against persons characterized by bias against race, gender, sexual orientation, ethnicity, disability, and/or gender identity. Pursuant to the 2008 Clery Act Amendments: "Higher Education Opportunity Act" (Public Law 110-315) and VAWA's Campus Sexual Violence Act provision for the period of 2016-2018.*

2. *Unfounded Crimes: Any crime reports in which it has been concluded that the crime reported was false, baseless, or did not occur resulting in withholding from crime statistics.*

3. *Broward College reports the crimes required by the Clery Act that occurred on or within an institution's Clery Geography that were reported to a Campus Security Authority*

CRIME STATISTICS

PINES CENTER

16957 Sheridan Street,
Pembroke Pines, FL 33024



Criminal Offenses	ON CAMPUS ³			NON-CAMPUS PROPERTY ³			PUBLIC PROPERTY ³		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder	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	1	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
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Hate Crimes ¹	0	0	0	0	0	0	0	0	0
Liquor Violation Arrests	0	0	0	0	0	0	0	0	0
Liquor Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Drug Violation Arrests	0	0	0	0	0	0	0	0	0
Drug Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Weapons Violation Arrests	0	0	0	0	0	0	0	0	0
Weapons Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Unfounded Crimes ²	0	0	0	0	0	0	0	0	0

1. *Hate Crimes: There were no incidents involving crimes of violence against persons characterized by bias against race, gender, religion, sexual orientation, ethnicity, national origin, disability, and/or gender identity. Pursuant to the 2008 Clery Act Amendments: "Higher Education Opportunity Act" (Public Law 110-315) and VAWA's Campus Sexual Violence Act provision for the period of 2016-2018.*
2. *Unfounded Crimes: Any crime reports in which it has been concluded that the crime reported was false, baseless, or did not occur resulting in withholding from crime statistics.*
3. *Broward College reports the crimes required by the Clery Act that occurred on or within an institution's Clery Geography that were reported to a Campus Security Authority*

CRIME STATISTICS

TIGERTAIL LAKE RECREATIONAL CENTER

580 Gulfstream Way,
Dania Beach, FL 33303



Criminal Offenses	ON CAMPUS ³			NON-CAMPUS PROPERTY ³			PUBLIC PROPERTY ³		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder	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	1	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
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Hate Crimes ¹	0	0	0	0	0	0	0	0	0
Liquor Violation Arrests	0	0	0	0	0	0	0	0	0
Liquor Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Drug Violation Arrests	0	0	0	0	0	0	0	0	0
Drug Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Weapons Violation Arrests	0	0	0	0	0	0	0	0	0
Weapons Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Unfounded Crimes ²	0	0	0	0	0	0	0	0	0

1. *Hate Crimes: There were no incidents involving crimes of violence against persons characterized by bias against race, gender, religion, sexual orientation, ethnicity, national origin, disability, and/or gender identity. Pursuant to the 2008 Clery Act Amendments: "Higher Education Opportunity Act" (Public Law 110-315) and VAWA's Campus Sexual Violence Act provision for the period of 2016-2018.*

2. *Unfounded Crimes: Any crime reports in which it has been concluded that the crime reported was false, baseless, or did not occur resulting in withholding from crime statistics.*

3. *Broward College reports the crimes required by the Clery Act that occurred on or within an institution's Clery Geography that were reported to a Campus Security Authority.*

CRIME STATISTICS MIRAMAR TOWN CENTER

2050 Civic Center Place,
Miramar, FL 33025



Criminal Offenses	ON CAMPUS ³			NON-CAMPUS PROPERTY ³			PUBLIC PROPERTY ³		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder	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	1
Arson	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Hate Crimes ¹	0	0	0	0	0	0	0	0	0
Liquor Violation Arrests	0	0	0	0	0	0	0	0	0
Liquor Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Drug Violation Arrests	0	0	0	0	0	0	0	0	0
Drug Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Weapons Violation Arrests	0	0	0	0	0	0	0	0	0
Weapons Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Unfounded Crimes ²	0	0	0	0	0	0	0	0	0

- ¹ *Hate Crimes: There were no incidents involving crimes of violence against persons characterized by bias against race, gender, religion, sexual orientation, ethnicity, national origin, disability, and/or gender identity. Pursuant to the 2008 Clery Act Amendments: "Higher Education Opportunity Act" (Public Law 110-315) and VAWA's Campus Sexual Violence Act provision for the period of 2016-2018.*
- ² *Unfounded Crimes: Any crime reports in which it has been concluded that the crime reported was false, baseless, or did not occur resulting in withholding from crime statistics.*
- ³ *Broward College reports the crimes required by the Clery Act that occurred on or within an institution's Clery Geography that were reported to a Campus Security Authority*

CRIME STATISTICS

WESTON CENTER

4205 Bonaventure Blvd.,
Weston, FL 33342



Criminal Offenses	ON CAMPUS ³			NON-CAMPUS PROPERTY ³			PUBLIC PROPERTY ³		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder	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	1	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
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Hate Crimes ¹	0	0	0	0	0	0	0	0	0
Liquor Violation Arrests	0	0	0	0	0	0	0	0	0
Liquor Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Drug Violation Arrests	0	1	0	0	0	0	0	0	0
Drug Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Weapons Violation Arrests	0	0	0	0	0	0	0	0	0
Weapons Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Unfounded Crimes ²	0	0	0	0	0	0	0	0	0

1. Hate Crimes: There were no incidents involving crimes of violence against persons characterized by bias against race, gender, religion, sexual orientation, ethnicity, national origin, disability, and/or gender identity. Pursuant to the 2008 Clery Act Amendments: "Higher Education Opportunity Act" (Public Law 110-315) and VAWA's Campus Sexual Violence Act provision for the period of 2016-2018.
2. Unfounded Crimes: Any crime reports in which it has been concluded that the crime reported was false, baseless, or did not occur resulting in withholding from crime statistics.
3. Broward College reports the crimes required by the Clery Act that occurred on or within an institution's Clery Geography that were reported to a Campus Security Authority.

CRIME STATISTICS

CYPRESS CREEK ADMINISTRATIVE CENTER

6400 N.W. 6th Way,
Fort Lauderdale FL 33309



Criminal Offenses	ON CAMPUS ³			NON-CAMPUS PROPERTY ³			PUBLIC PROPERTY ³		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder	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
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	1	0	0	0	0	0	0
Hate Crimes ¹	0	0	0	0	0	0	0	0	0
Liquor Violation Arrests	0	0	0	0	0	0	0	0	0
Liquor Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Drug Violation Arrests	0	0	0	0	0	0	0	0	0
Drug Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Weapons Violation Arrests	0	0	0	0	0	0	0	0	0
Weapons Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Unfounded Crimes ²	0	0	0	0	0	0	0	0	0

1. *Hate Crimes: There were no incidents involving crimes of violence against persons characterized by bias against race, gender, religion, sexual orientation, ethnicity, national origin, disability, and/or gender identity. Pursuant to the 2008 Clery Act Amendments: "Higher Education Opportunity Act" (Public Law 110-315) and VAWA's Campus Sexual Violence Act provision for the period of 2016-2018.*
2. *Unfounded Crimes: Any crime reports in which it has been concluded that the crime reported was false, baseless, or did not occur resulting in withholding from crime statistics.*
3. *Broward College reports the crimes required by the Clery Act that occurred on or within an institution's Clery Geography that were reported to a Campus Security Authority*

CRIME STATISTICS

MIRAMAR WEST

1930 SW 145th Avenue,
Miramar, FL 33027



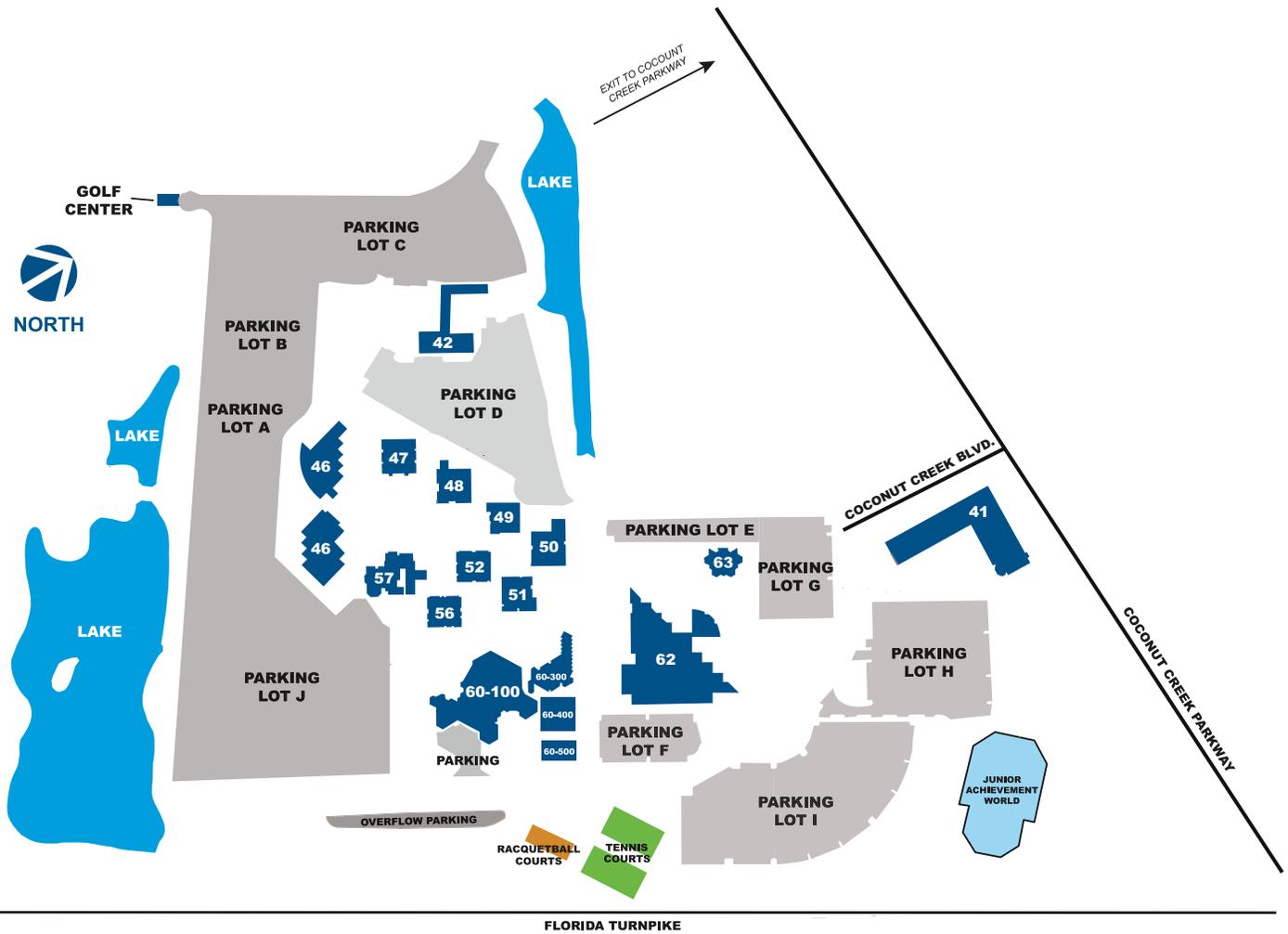
Criminal Offenses	ON CAMPUS ³			NON-CAMPUS PROPERTY ³			PUBLIC PROPERTY ³		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	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
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	1	1	0	0	0	0	0	0
Hate Crimes ¹	0	0	0	0	0	0	0	0	0
Liquor Violation Arrests	0	0	0	0	0	0	0	0	0
Liquor Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Drug Violation Arrests	0	0	0	0	0	0	0	0	0
Drug Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Weapons Violation Arrests	0	0	0	0	0	0	0	0	0
Weapons Violation Disciplinary Referrals	0	0	0	0	0	0	0	0	0
Unfounded Crimes ²	0	0	0	0	0	0	0	0	0

1. *Hate Crimes: There were no incidents involving crimes of violence against persons characterized by bias against race, gender, religion, sexual orientation, ethnicity, national origin, disability, and/or gender identity. Pursuant to the 2008 Clery Act Amendments: "Higher Education Opportunity Act" (Public Law 110-315) and VAWA's Campus Sexual Violence Act provision for the period of 2016-2018.*
2. *Unfounded Crimes: Any crime reports in which it has been concluded that the crime reported was false, baseless, or did not occur resulting in withholding from crime statistics.*
3. *Broward College reports the crimes required by the Clery Act that occurred on or within an institution's Clery Geography that were reported to a Campus Security Authority*

CAMPUS MAP

NORTH CAMPUS

1000 Coconut Creek Blvd., Coconut Creek, FL 33066



41	Health Sciences	56	Social / Behavioral Sciences
42	Utility / Physical Plant	57	Biological / Physical Sciences / Mathematics
46	Admissions / Student Services	60-100	Omni Auditorium / Dance Studio
47	English / Communications / Fine Arts / Reading / ESL	60-300	Classrooms / Offices
48	Computer Science / Engineering	60-400	Classrooms
49	Administrative Offices	60-500	Wellness
50	Business Administration / Fine Arts Studio	62	North Regional Library / Academic Success Center
51	Dr. Peggy Green Sustainability Institute	63	Early Childhood Demonstration Laboratory School
52	Classrooms	JA-1	Junior Achievement World

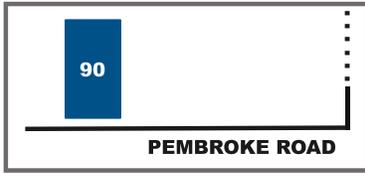
CAMPUS MAP

JUDSON A. SAMUELS SOUTH CAMPUS

7200 Pines Blvd., Pembroke Pines, FL 33024



- | | | | |
|----|--------------------------|----|---|
| 64 | Utility Plant | 81 | South Regional Library |
| 65 | Gymnasium | 90 | Aviation Annex
(off-campus site: 7201 S. Airport Road,
Hangar 14, Pembroke Pines, FL) |
| 66 | Science Building | 97 | Chiller Plant |
| 67 | Bookstore | 98 | Automotive / Marine |
| 68 | Student Services | 99 | Aviation |
| 69 | Classroom Building | | |
| 70 | Technical Building | | |
| 71 | Schlesinger Hall | | |
| 72 | Learning Resource Center | | |
| 73 | TBD | | |



CAMPUS SAFETY DAYS

IN RECOGNITION OF NATIONAL CAMPUS SAFETY AWARENESS MONTH

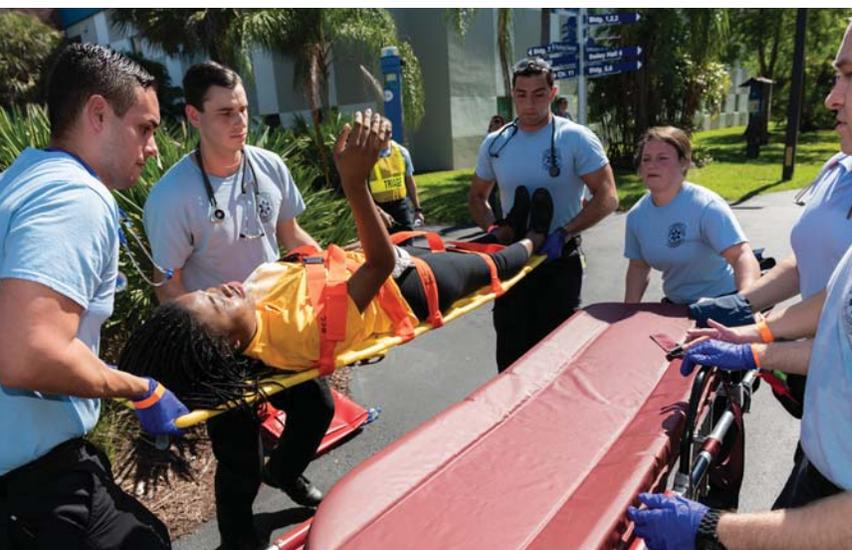
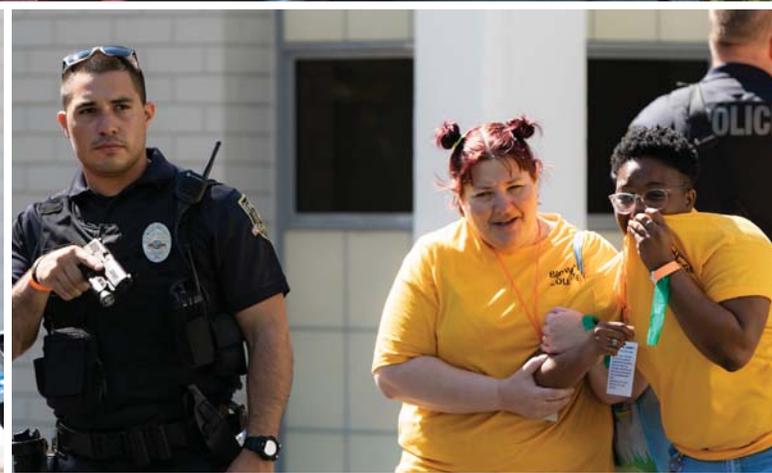


Students, faculty and staff learned more about staying safe through demonstrations, interactive displays, giveaways and more at Campus Safety Days.



MASS CASUALTY TRAINING

COLLEGE OFFICIALS, STUDENTS, AND FIRST RESPONDERS PARTICIPATE IN DRILL SPONSORED BY BROWARD COLLEGE AND HOSPITAL CORPORATION OF AMERICA



CAMPUS SAFETY

954-201-HELP (4357)

