

At Wayne Community College, the safety and security of students, staff, faculty, and visitors is a matter of the highest priority. The Security Department, with the support and cooperation of all college departments, strives to keep the campus safe and secure. Security officers are vital components of campus safety; however, a truly safe campus is achieved only through the collaborative effort of all Wayne Community College members. Our goal is for safety to be part of the educational process. Students are encouraged to make responsible decisions in and out of the classroom as well as on and off campus. It takes the efforts of the entire college community working together to ensure maximum protection of people and property. This brochure is part of our effort to ensure your safety. Please read it and use the information to help foster a safer environment on the campus.

Traffic Rules and Regulations

All of the provisions of Chapter 20 of the General Statutes relating to the use of the highways of the State of North Carolina and the operation of motor vehicles thereon shall apply to the streets, roads, alleys and driveways on the campus of the college along with the other rules and regulations approved by the Board of Trustees. These rules and regulations shall apply on a 24-hour basis to operators of all vehicles, public or private, while on the campus of the college.

The operator shall comply with the legal instructions of any campus security officer and all traffic signs in accordance with the provision of these regulations. THE RESPONSIBILITY OF FINDING A LEGAL PARKING SPACE RESTS WITH THE MOTOR VEHICLE OPERATOR. LACK OF SPACE IS NOT CONSIDERED AN EXCUSE FOR VIOLATION OF PARKING REGULATIONS. The College shall be responsible for ensuring that the necessary signs are erected and maintained to carry out the intent of these regulations.

A copy of the Traffic and Parking Policy is included in the student handbook. Failure to obtain such a copy is not, however, an excuse for violation of the policy.

All vehicles to be operated on campus must be properly registered and display a parking decal on the rear of the vehicle. (The left rear bumper is the preferred location.). Students, faculty, and staff shall be required to register their vehicles. Failure to comply with the vehicle registration procedure constitutes an offense equal to a parking violation. This parking decal is good for two academic years or fraction thereof, beginning in Fall Semester. Parking decals are normally obtained during registration but may be purchased from the Business Office at other times and issued by the Student Government Association office.

In addition to the standard fines imposed for violations of the Traffic Code, the following penalties may also be imposed:

- All of those provisions detailed in North Carolina General Statute 115D-21 and Section 20.
- The college shall prohibit a student from registering for classes for the next semester if the student owes fines from the previous semester.
- The college shall withhold transcripts and deny graduation for students for failure to pay fines.
- Faculty and staff will be subject to disciplinary procedures in accordance with college policy.

- Delinquent fines will be added to the student's financial account with the college. The student will not be permitted to re-enroll until fines are paid.
- Students who accumulate five (5) or more traffic citations for parking and traffic violations will lose their parking and driving privileges on campus for the remainder of the semester in which the violations have occurred and the following semester.
- The towing law is enforced at the owner's expense.

Security officers are empowered to issue citations for violators of parking regulations and to stop and identify all persons on campus. WCC is in no way responsible for the loss or damage of private vehicles resulting from theft, vandalism, or accidents. Security officers will assist in reporting acts involving any loss or damage but are precluded by the law from taking investigative or punitive action.

Any individuals who disrupt the educational process, endanger someone else, or fail to identify themselves shall be asked or directed to leave the campus. If a person refuses to leave, the second degree trespass warning will be administered, and failure to comply will result in the Goldsboro Police Department being notified to respond to the campus. Trespass charges will be filed.

Children on Campus

Students, faculty, or staff of Wayne Community College are not to bring children to the campus, to class, or to the workplace. Children are not allowed in any classroom, laboratory, library, cafeteria, or left unattended in vehicles at any time. Students bringing minors to class will be asked to leave and will be immediately referred to the associate vice president or the director of Counseling Services. Children visiting the Dental Laboratory will be exempt if their reason for being there is for dental care.

Access During Closed Hours

- There will be no access to WCC buildings during the hours of 11:00 p.m. to 7:00 a.m.
- Access during other closed hours is governed by the following procedures:

- **Campus:** Prior arrangements must be made and approved by the Chief of Security. The duty officer must be notified upon the arrival on campus by utilizing the phone located at the front entrance of the LC Building.
- **Aviation Building and Carpentry Compound:** arrangements must be made and approved by the Chief of Security.

- Campus security can be reached after normal business hours and on weekends by calling 735-5152, ext. 250.
- Students desiring access to any academic facility must be accompanied by a staff member, preferably from that department.
- Two persons must be present at all times when using a facility such as a shop or laboratory where potential for injury exists.

EMERGENCY PHONE NUMBERS

(From WCC Phones)

WCC Security: 250

WCC Switchboard: 0

Goldsboro Police Department: 9 - 911

Emergency Call Boxes

Emergency call boxes are located in all the parking lots. They are located on light poles, and each has a blue light indicator. If you need campus security, push the red button on the emergency call box, and it will automatically notify security where you are and let you communicate directly with a security officer who is responding to your call.

Escort Services

Security can be contacted for assistance at any time. Officers are available to escort students, staff, faculty, and visitors to and from any building and parking lot on campus. If security assistance is not requested, we suggest walking with a friend rather than alone.

Crime Prevention

Safety/Security Awareness Programs

College officials and guest speakers discuss security issues in special programs and meetings during the school year. The Chief of Security provides information for publication in the student newspaper and publishes serious incident reports through notification messages which are disseminated using bulletin boards, campus news media, flyers, and other announcement forms. The purpose of this notification is to aid in the prevention of similar occurrences.

Security Incident Reporting

Security officers are trained to observe and report. Upon receipt of a call, security officers are dispatched immediately to the site of the complaint to render assistance, to write a security incident report, to take statements from witnesses, and to conduct follow-up inquiries as required. The Goldsboro Police Department and college personnel are notified of serious incidents for assistance and further investigation.

Protect Yourself!!!

You are the key to your personal safety and the safety of others. By following the precautions listed below, you can substantially decrease your chances of becoming a crime statistic:

- **BE AWARE** ~ Recognize your vulnerability.
- **REPORT** all suspicious persons, vehicles, and activities to campus security immediately.
- **PROTECT your personal property.** Keep your car locked at all times. Never leave valuables where they can be seen in your vehicle; lock them in your trunk. Do not leave any personal property lying around such as books, book bags, and purses.
- **REPORT CRIME.** Call security at ext. 250. REMEMBER, suspicion of a crime does not require proof! If

you suspect a crime has been committed or is about to be committed, call security at 735-5151 or 735-5152, ext. 250, or call the switchboard by dialing 0 on campus phones.

- **KNOW** the location of emergency phones which are located in hallways of most buildings.
- **KNOW** the location of emergency call boxes which are in most parking lots.



Victims of Sexual Crimes

Victims of sexual crimes can receive confidential assistance from the Wayne County Mental Health Hotline by calling 734-4357. Please be aware that many sexual assaults/rapes involving college students are "acquaintance rapes" or "date rapes." Victims of on-campus crimes have the right to choose counseling, medical treatment, prosecution and reporting of their case through the college reporting system and/or the off-campus court system. Victims also have the right to refuse to report the crime without reproach from any college personnel.

Drug Counseling and Rehabilitation

If anyone needs to seek assistance for any reason related to the use/abuse of drugs or alcohol, a member of the WCC counseling staff will act as a referral source to the following services in Goldsboro and Wayne County:

Mental Health Center	731-1133
Hotline	735-4357
Alcoholics Anonymous	735-4221
Carolina Care Center	778-1999

Criminal Activity at Off-Campus Student Functions

Criminal incidents should be reported to the law enforcement agency having jurisdiction. The college Security Department should be informed of the incident as soon as possible. If the incident is of a nature requiring the immediate attention of a college administrator, the security officer on duty should be notified by calling (919) 735-5151, ext. 250 during working hours or 735-9732 after working hours, on weekends, or holidays.

Weapons on Campus

It is against the laws of the state of North Carolina for weapons to be on any property owned, leased, or occupied by any North Carolina educational institution. This applies whether the weapon is concealed or not. This includes handguns, rifles, BB guns, air rifles, bows, swords, etc., but is not necessarily limited to these items. If you have any questions relating to weapons on campus, contact security at Ext. 250.

Campus Drug and Alcohol Policy

Promoting a drug and alcohol free environment is everyone's responsibility. WCC supports and is committed to maintaining such an environment for all employees and students. The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance by employees or students at any official college location or at any location while engaged in activities on behalf of the college is prohibited. "Controlled substance" generally refers to drugs which have a high potential for abuse. Such drugs include,

but are not limited to, heroin, cocaine, "crack," marijuana, and PCP. They also include "legal drugs" which are not prescribed by a physician. Likewise, possessing, consuming, or serving alcoholic beverages at any college location is prohibited.

Fire Safety

A building should be evacuated immediately whenever the building fire alarm sounds or when instructed to do so over the public address system. When notified to evacuate the building, walk quickly to the nearest marked exit and alert others to do the same. *Be sure to close office and classroom doors before you leave.* Faculty and staff are to notify students and visitors in their respective areas to assemble in the areas designated. Assist disabled persons in exiting the building. Once outside the building, report to the designated meeting area for your building.

Medical Emergencies

If you have a medical emergency, call the switchboard operator at **Ext. 0** or contact Security at **Ext. 250** for assistance. If the victim is unconscious, tell the switchboard operator the situation and call for the rescue squad immediately at **9-911**.

Campus Evacuation

When a campus state of emergency is declared, all nonessential personnel, students, and visitors must immediately begin an orderly evacuation of the campus. WCC security and maintenance personnel will assist in directing traffic to ensure the safest and quickest evacuation. At the beginning of each semester, each instructor must identify all individuals who will need assistance in exiting the building in case of an emergency. This will include wheelchair bound individuals, those with any condition limiting mobility, visually or hearing impaired individuals, and anyone else who might have difficulty following directions in an emergency situation. The names and locations of these individuals must be given to the Chief of Security. Security will be available to assist these individuals in exiting the building in case of an emergency. Instructors must consult with students with known disabilities as to the best way to assist them in exiting the building. Generally, building elevators are not available for use and those individuals with limited mobility may require assistance from WCC staff in using the stairs. If assistance is required, please notify Security or the switchboard and someone will be dispatched to assist in the evacuation.

Tornado Alert

In the event that a **tornado warning alert** presents an immediate threat to individuals on the WCC campus, the campus will be alerted by way of the public address system and/or campus security, and the following plan will be activated. *Please close all windows and doors before you leave your area.*

Wayne Learning Center Building: All individuals in the building should immediately proceed to the interior hallways of the first and second floors and wait for instructions from campus security. REMEMBER, stay away from outside doors and windows.

Dogwood, Azalea, and Holly Buildings: All individuals should immediately proceed to the first and second floors of their respective buildings and assemble in the inside hallways away from the outside doors and windows and wait for further instructions from campus security.

Hocutt Building: All individuals on the first floor should proceed to and assemble in the automotive area and wait for further instructions from campus security. Individuals on the second floor should proceed to the interior hallways and stay away from outside doors and windows.

Magnolia and Pine Buildings: All individuals should immediately proceed to the first floor and assemble in the inside hallways away from outside doors and windows and wait for further instructions from campus security.

Aviation Buildings: All individuals should immediately proceed to the aviation classroom building and assemble in the hallway away from doors and windows and wait for further instructions from campus security.

Oak Building - WCC Child Care Center: All individuals should immediately assemble in the hallway or restrooms away from doors and windows and wait for further instructions from campus security.

If time permits, disconnect all electrical and computer equipment before you leave your area. Everyone will remain in the safe area(s) until notified by security that all is clear.

Campus Security Incident Log

A Campus Security Incident Log is maintained by the security office and is available in this office.

Campus Sex Crimes Prevention Act

Effective October 2002, the Campus Sex Crime Prevention Act requires institutions of higher education to advise the campus community where it can obtain information about registered sex offenders provided by the State of North Carolina. This information is located at <http://sbi.jus.state.nc.us/DOJHAHT/SOR/default.htm>

Clery Act

In 1998, the Campus Security Act was amended and renamed the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The Act requires WCC to prepare and distribute to all current faculty, staff, and students an annual report which sets forth our policies on crime prevention issues and provide statistics on the number of specific, violent crimes (murder and non-negligent manslaughter and negligent manslaughter, forcible and non-forcible sexual offenses, robbery, aggravated assault, burglary, arson, motor vehicle thefts, and hate crimes) which have occurred on campus and also the number of arrests on campus for liquor law violations, drug use violations, and weapons possession. The annual report is available at www.waynecc.edu/newspub/securityreport/index.htm, and printed copies are available from the security department.

ON-CAMPUS CRIME STATISTICS			
(Reported Incidents By Year)			
	2001	2002	2003
Murder Non-negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sexual Assault	0	0	0
Non-Forcible Sexual Assault	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	2
Arson	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Liquor Law Violations	0	0	0
Drug Law Violations	1	0	1
Weapons Violations	0	0	3
TOTALS	1	0	6

**WAYNE
COMMUNITY COLLEGE**



2004 ~ 2005

**CAMPUS
SAFETY AND SECURITY**

**WCC Security Department
Wayne Learning Center, Room 140**

**3000 Wayne Memorial Drive
Goldsboro, NC 27533-8002
(919) 735-5151 or 735-5152, Ext. 250**

Wayne Community College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097, telephone number 404-679-4501) to award associate degrees.

Wayne Community College is an Equal Opportunity/Affirmative Action College and accommodates the needs of individuals with disabilities.

2,500 copies of this brochure were printed at a cost of \$450.00 or \$.18 each.