



Clery Act Compliance Policy

In accordance with The *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*, 20 USC § 1092(f), (Clery Act) Brunswick Community College (BCC) will adhere to all the policy requirements and guidelines set forth within *The Handbook for Campus Safety and Security Reporting, 2016 Edition, U.S. Department of Education*. The Executive Vice President is designated as the responsible position for Clery Act compliance.

The following will be the policy for Brunswick Community College:

1. BCC will provide means in which students, employees, patrons and visitors can report crimes in a timely and efficient manner. BCC encourages accurate and prompt reporting of all crimes to the Brunswick County Sheriff's Office at BCC.
2. BCC will prepare annually and disclose crime statistics for the past three calendar years by October 1, of every year.
3. BCC will ensure the security of and access to campus facilities and maintenance of campus facilities.
4. BCC will work collaboratively with all local law enforcement (based on authority and jurisdiction) and uphold cooperative working relationships with federal, state and local law enforcement entities.

Procedure

1. BCC has various methods to report criminal activity or incidents, voluntarily and confidentially
 - a. by phone (911)
 - b. emergency call boxes
 - c. non-emergencies (910.755.7330)
 - d. anonymously (910.755.7410)
 - e. by email (tipline@brunswickcc.edu)
 - f. in person to the Brunswick County Sheriff's Office at BCC located in the LaDane Williamson Student Center, Office A-135.

Students, employees, patrons, and visitors should promptly report incidents, accidents and other emergency situations to the Brunswick County Sheriff's Office at BCC. BCC will ensure timely warnings to the campus community that a significant emergency or dangerous situation exists without compromise to victim assistance, emergency response or containment.

2. BCC will annually update the U.S. Department of Education and publish an *Annual Security Report* on the status of campus safety and security. The Campus Security Act requires

colleges and universities to:

- a. Publish an annual security report every year by October 1, which contains three years of campus crime statistics and certain campus security policy statements. BCC in conjunction with the Brunswick County Sheriff's Office at BCC will collect and prepare the crime statistics with the information obtained by local law enforcement agencies and other college officials who have "significant responsibility for students and campus activities".
 - b. Disclose in a public crime log any crime that occurred on campus or within the patrol jurisdiction of the Brunswick County Sheriff's Office at BCC, to include reports of criminal activity in other areas routinely used for student activities and is reported to the Brunswick County Sheriff's Office at BCC. The *Annual Security Report* is available online at <http://www.brunswickcc.edu/public-safety/> to employees, students, and the public. It may also be accessed by clicking on the "Brunswick County Sheriff's Office at BCC" on the BCC Main website. The report is also disseminated to existing and prospective students and employees periodically during the year.
3. Access to campus buildings and grounds is a privilege extended to students, faculty, staff, and authorized guests. The college encourages an open environment with limited constraints to ensure the reasonable protection of the community. Most campus facilities are open during weekday business hours.
- a. The main college campus is open from 7 a.m. to 10 p.m., Monday through Friday and 7 a.m. to 3 p.m., on Saturday (depending on class schedule), closed on Sunday and holidays.
 - b. Electronic security systems and surveillance cameras are located throughout the campus.
 - c. BCC does not have any officially recognized student organizations with off-campus locations nor does BCC have any campus residences.
 - d. Representatives from various departments continually conduct security surveys to ensure campus lighting is adequate and that the landscape is appropriately controlled. The Brunswick County Sheriff's Office at BCC conduct routine checks of lighting on all campuses during regularly assigned patrol duties. If lights are out or dim, officers will initiate an immediate work order, which is acted upon by a representative of the appropriate maintenance office.
4. Brunswick Community College contracts with the Brunswick County Sheriff's Office to provide dedicated law enforcement services on its campuses in order to ensure the safety and protection of students, staff, and visitors. Brunswick County Sheriff's Office Deputies have full law enforcement authority in the county which includes BCC property and all public property immediately adjacent to the college property. The Deputies are responsible for all law enforcement related matters on campus property to include the enforcement of applicable North Carolina criminal and traffic laws.

Sheriff's Office personnel work closely with all local, state and federal law enforcement agencies and have direct radio communication with the Brunswick County "911" center. The College relies on its close working relationships with other law enforcement agencies to receive information about incidents involving students on campus. The College will

actively investigate any crime information it receives. BCC has Mutual Aid Agreements with local municipalities.

*Approved by the Brunswick Community College Board of Trustees
November 20, 2017; February 21, 2019*