

SPC St. Petersburg
College

ANNUAL SECURITY REPORT

2018-19

St. Petersburg College Annual Security Report 2018-19 Table of Contents

About SPC Campus-wide Security	
Security.....	3
Security officers.....	3
Jurisdiction, Structure and Authority.....	4
Emergency Management.....	4
Campus Safety	
Emergency Numbers.....	5
Non-Emergency Numbers.....	5
Reporting Procedures	
Reporting sexual misconduct.....	6
Reporting sexual harassment.....	6
Reporting abuse of a minor.....	6
Safety Tips	
Safety on campus.....	7
Tips for pedestrians.....	7
Safety tips for drivers.....	7
Clery/Crime reports.....	8
Campus crime reports.....	8
Sex offenders list.....	8-9
Emergency Alerts	
SPC alerts.....	9
Student notifications.....	10
Employee notifications.....	10
Emergency Notifications.....	10
Offices responsible for emergency notifications.....	11
Alert system testing.....	11
Notification protocols.....	11
Procedures for testing emergency response and evacuation.....	12
Sexual Harassment	
About.....	13
Types of sexual harassment.....	13-14
FAQs.....	14-15
EA/EO reporting contacts.....	16

About SPC Campus-wide Security

Security

SPC security supports the educational mission of the college by maintaining a safe environment that enhances the quality of life for all members of the college community. We strive to provide a safe place for students, staff and faculty can learn, work and grow. Services include:

- Crime prevention and response
- Traffic/ parking enforcement
- Safety and security inspections
- Safety escorts
- Crowd safety for special events

College security maintains a close liaison with local, state and federal law enforcement agencies in implementing and coordinating campus security operations.

Security Officers

SPC employs about 40 officers that are licensed in the State of Florida with a class “D” security license. Officers are supervised by three senior security supervisors, each of whom oversees three college campuses. Sites are routinely patrolled and served by some 20 security officers assigned to the college campuses. Contract security officers are utilized to supplement security services at some sites. All officers are trained and licensed under the State of Florida Statutes Chapter 493 and receive in-service training in the following areas:

- College policies and procedures
- Legal Issues in college security
- Incident de-escalation and incident control
- Interview and communication techniques
- Investigations
- Report writing
- Emergency response, including NIMS, ICS and other certified state and federal courses
- Blood-borne pathogens
- Emergency evacuations

About SPC Campus-wide Security, Continued

Jurisdiction, Structure and Authority

Each campus or center has security officers to help provide a safe environment and most sites have a security office. Licensed and trained security officers patrol the campus grounds and parking lots during the hours that the campuses are open to students and staff. College security officers are not certified police officers, but they work closely with local authorities. The officers provide an important service to our campuses through active patrol, observation and intervention. Senior security supervisors and senior officers perform security assessments and inspections, conduct interviews, complete incident reports and notify the local police authority when necessary.

For more information, contact:

Dan Barto: 727-341-3051

Director of Collegewide Security Services

EpiServices

Emergency Management

SPC's Emergency Management Department coordinates a comprehensive approach to emergency preparedness and response as recommended by the Gubernatorial Task Force for Campus Safety.

Services include:

- Development and coordination of collegewide Emergency Management Plan
- Development and training for Incident Command System
- Coordination and testing of SPC Alert system
- Maintains Emergency Preparedness website

For more information, contact:

Bill Grey: 727-341-4501

Emergency Management Coordinator

Allstate Center

Campus Safety

St. Petersburg College's Security Department is dedicated to ensuring the safety of students, staff and visitors by providing quality services and information to help make the time that you spend at SPC safe and enjoyable.

Emergency Numbers

FOR ASSISTANCE, CALL CAMPUS SECURITY DISPATCH:

From a college phone, dial extension 2560
From cell or other phones, dial 727-791-2560

IN AN EMERGENCY, DIAL 911

For immediate emergency assistance, on all campuses (police, fire, medical) dial 911 and then call Security Dispatch at 727-791-2560.

Non-Emergency Numbers

St. Petersburg Police Department: 727-893-7780
Clearwater Police Department: 727-562-4242
Tarpon Springs Police Department: 727-938-2849
Pinellas Park Police Department: 727-541-0758
Largo Police Department: 727-587-6730
Pinellas County Sheriff: 727-582-6200

Reporting Procedures

Reporting Sexual Misconduct

For more information on reporting sexual misconduct, visit www.spcollege.edu/sexual_misconduct.

Reporting Sexual Harassment

For more information on reporting sexual harassment, visit www.spcollege.edu/sexual_harassment.

Reporting Abuse of a Minor on College Property or During Any College-Sponsored Activity or Event

Under Florida Law, all persons have a legal obligation to report suspected instances of child abuse, neglect or abandonment, regardless of whether an alleged perpetrator is the child's parent, legal custodian, caregiver or other person responsible for the child's welfare.

Any student, employee or visitor to the campus who has knowledge of, or has reasonable cause to suspect, the abuse, neglect or abandonment of a minor shall report such knowledge or suspicion to the Florida Department of Children and Family through its Florida Abuse Hotline.

If you suspect or know of an instance where a child was abused, neglected or abandoned on college property during a college sponsored activity, event or function, you must immediately report that information to Campus Security and the Provost on your campus and report such information on the Florida Abuse Hotline (1-800-962-2873 or online via the website). Get more information on reporting directly to the Florida Abuse Hotline.

Safety Tips

In addition to the safety tips on this page, review the following information:

Emergency Response Guide

Emergency Numbers

Students' Right to Know website

OSHA Report

Safety on Campus

- Avoid using stairs in remote sections of a building.
- Never prop doors open, especially fire doors, even for a short time.
- Do not hold a locked door open for a stranger.
- Call security if you wish to arrange an escort to your car.
- Employees: When working late, make sure doors are locked.
- Keep your valuables secured in a locked cabinet or drawer.

Tips for Pedestrians

- Be alert and conscious of your surroundings.
- Utilize sidewalks where provided.
- Walk in groups and stay in well-lit areas.
- If there are no sidewalks, walk facing traffic.
- Avoid walking in front of moving vehicles.
- Use available crosswalks when crossing service road.
- Yield to vehicles when not crossing a sidewalk.

Safety Tips for Drivers

- Drive defensively: Anticipate the unexpected.
- Yield to all pedestrian traffic, exercising extra caution in parking lots.
- Always stop for pedestrians in crosswalks.
- When turning, be especially watchful for pedestrians and bicycle traffic.
- When passing pedestrians, reduce speed and maintain a safe distance.
- Avoid distractions and use cell phones equipped with hands-free communication devices whenever operating a vehicle.

Clery/Crime Reports

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act is the landmark federal law, originally known as the Campus Security Act, that requires colleges and universities across the United States to disclose information about crime on and around their campuses. The definitions used for purposes of these reports are particular to the act and may not be entirely consistent with those definitions used by other entities that collect crime information.

The act requires universities to report statistics for the three most recent years. The statistics were gathered from police reports, college security reports and from reports made to Campus Security authorities. The college's Campus Security authorities for purposes of this report include: college security, provosts, associate provosts and their professional staffs, Disability Resources counselors, academic advisers in all divisions, student organization advisers, athletic coaches, sports club advisers and visitor control attendants. A formal police report or investigation is not needed in order for a crime report to be included in the statistics.

The act also requires reporting of not only arrests for liquor law, drug law, and illegal weapons violations, but also referrals for college disciplinary actions of both students and employees based on these violations. A recent clarification in the act requires reporting of not only disciplinary referrals for students but referrals of employees. Therefore, the statistics as of 2002 reflect referrals of students and employees.

Campus Crime Reports

The Clery Act, a federal law, requires colleges and universities that receive federal money to report statistics regarding criminal activity on campus and in the neighboring area for the three most recent years, as well as safety information, to the campus community. **View the 2015-2017 Campus Crime Statistics Report here.**

Sexual Offenders List

By law we are required to notify you of sexual predators or sexual offenders attending or working at St. Petersburg College. The sexual predators or sexual offenders listed below have been identified by the Florida Department of Law Enforcement as indicating they either plan to attend or are attending St. Petersburg College.

There are no known sexual predators or offenders employed by the college. St. Petersburg College provides the link to state sexual offender and predator database but is not responsible for the site's maintenance. If the link to the state's sexual predator site does not work, the information can be obtained in the office of the campus provost, associate provost or security.

The following registered sexual offenders and predators either notified SPC of an intention to enroll for class and/or have actually enrolled in the Summer 2018 term:

Registered sexual predators: None

Registered sexual offenders:

- Stephen Carlson, Clearwater, Seminole, Tarpon Springs
- Christopher Collie, Gibbs, Tarpon Springs
- Mark Holzworth, Clearwater
- Andrew Krauss, Clearwater
- Jorge Olaya Torres, Tarpon Springs
- Keven Carter, Midtown, Gibbs

To search the Florida database, visit <http://offender.fdle.state.fl.us/offender/homepage.do>.

Visit our website for access to St. Petersburg College's policies on sexual violence and prevention, stalking.

Emergency Alerts

SPC Alert

When an emergency poses a potential threat to life and safety, the college will issue timely warnings (Clery reportable crimes) and/or emergency notifications to students and employees. The college's main website at www.spcollege.edu is the official source of college information regarding the status of the institution. You will also find all emergency alerts on our Emergency Preparedness blog.

Stay on Top of Important Information

To help you stay informed, SPC can call or text you about campus safety warnings, campus closings, weather notifications, key deadlines and other important information. In an emergency, by default, the college calls your home phone number as your primary contact.

Emergency Alerts, Continued

To verify your home number or add your cell phone as the primary contact, and to choose to receive text messages for alerts, follow the directions below that apply to you:

Student Notifications

1. Sign into the Student Login page and go to MySPC.
2. Go to the Personal Information menu and from the drop-down menu, choose My Personal Information.
3. Choose the Phone Numbers tab to add or update your home and/or cell number.
4. Choose your preferred contact number by selecting the appropriate checkbox and save.
5. Go to the the Personal Information menu and from the drop-down menu, choose Emergency Notification.
6. To confirm that you want to be contacted by cell phone and/or text message choose “save”.
7. You will also need to text YES to 68453 from your mobile device to receive text alerts.

Employee Notifications

1. Sign into the Staff+Faculty Login page and go to MySPC.
2. Look under Employee Services for the Self Service list and choose Personal Information.
3. Choose the Phone Numbers tab to add or update your home and/or cell number.
4. On the Phone Numbers page, choose your preferred contact number by selecting the appropriate checkbox and save.
5. Go to the Personal Information menu at the top and from the drop-down menu, select Emergency Cell/Text Options and save.
6. To confirm that you want to be contacted by cell phone and/or text message choose save.
7. You will also need to text YES to 68453 from your mobile device to receive text alerts.

NOTE: Standard messaging and data rates may apply. Check your provider’s text-messaging or data plan.

To opt-out of receiving text messages, send a text to 68453 and indicate stop, quit or unsubscribe.

Emergency Notifications

Emergency notification is required for significant emergencies or dangerous situations on campus that pose an immediate threat to the health and safety of students or employees. Types of notification include:

- College home page
- College’s Emergency Preparedness blog
- Phone messages
- Text messages
- Employee and student email
- Pop up messages on employee computers

- Outgoing voicemail message on SPC's toll-free number at 866-822-3978
- Broadcast speakers
- Fire alarms•Facebook
- Twitter
- SPC television station
- Enhanced 911 system

Offices Responsible for Issuing Emergency Notifications

Executive Director, Marketing and Strategic Communications
 Director, Collegewide Security Services
 Emergency Management Coordinator

The following offices would provide back-up:

SPC Homepage

Assistant Directors, Marketing and Strategic Communications
 Coordinator, Enrollment Services
 Emergency Management Coordinator

Text/Voice Mail

Assistant Directors, Marketing and Strategic Communications
 Coordinator, Enrollment Services
 Emergency Management Coordinator

InformaCast

Incident Commanders and Designees
 Vice President, Student Services
 VP, Administrative/Business Services and IT
 VP, Instruction/Academic Programs
 Executive Director, Marketing and Strategic Communications
 Director, Collegewide Security Services
 Emergency Management Coordinator
 Assistant Directors, Marketing and Strategic Communications
 Sr. Director, Network Systems and Telecommunications

Alert System Testing

The Emergency Management Coordinator and the office of Marketing and Strategic Communications will conduct semi-annual tests of SPC Alert both announced and unannounced.

Notification Protocols

BOT RULE 6HX23-1.23 EMERGENCY ACTION PLAN

This rule establishes the SPC Emergency Management Plan which includes the SPC Alert Emergency Notification System Policy and Protocols.

Emergency Alerts, Continued

Process for Timely Alerts

The Clery Act requires institutions to communicate a serious crime or emergency to the campus community in a timely way.

A warning is issued as soon as pertinent information is available. Collegewide Security Services will issue the warning, which may be disseminated by email, posting or a combination of methods on the specific campus or campuses.

Process for Confirming a Significant Emergency or Dangerous Situation and Appropriately Notifying the Campus Community

The President's Office, the collegewide Incident Commander and/or the campus Incident Commander will determine the level of emergency based on verification by campus security and campus personnel. As soon as SPC has confirmed that a significant emergency or dangerous situation exists, the President or designee will take into account the safety of the campus community, determine what information to release about the situation, and begin the notification process. The only reason SPC would not immediately issue a notification for a confirmed emergency or dangerous situation is if doing so would compromise efforts to assist a victim, contain the emergency, respond to the emergency or otherwise mitigate an emergency. (This verbiage is directly from the law.)

Decision criteria to determine level of emergency:

- Type 1 – Disaster
- Type 2 – Emergency
- Type 3 – Minor Incident

Procedures for Testing Emergency Response and Evacuation

In accordance with US Public Law 110-315 Higher Ed Act, Section 485- Clery Act, SPC has procedures in place to test emergency response and evacuation procedures on at least an annual basis. These procedures include:

- The test may or may not be announced.
- Emergency response and evacuation procedures are publicized and conducted at least once a year.
- Each test is documented to include exercise, date, time and location.

For more information, contact the Office of Emergency Management.

Summary of Tests Conducted of SPC Emergency Response and Evacuation Procedures

The SPC Alert Emergency Notification System was tested collegewide on the following dates:

- Feb. 12 and Sept. 29 2015
- Jan. 28 and Sept 16, 2016
- Jan. 31 and Nov. 16, 2017
- March 1 and Sept. 25, 2018

Regular testing of the SPC Alert System and evacuation procedures on individual campuses is also done to ensure functionality and to familiarize recipients with the system's features. For detailed information, contact the Office of Emergency Management.

Sexual Harassment

Zero Tolerance

St. Petersburg College has a strong commitment to keeping its workplaces and classrooms free from sexual harassment. The responsibility for doing so rests with each member of the college community.

SPC's Policy on Sexual Harassment

A student or employee in violation of the SPC's Sexual Harassment Policy is subject to disciplinary action, including dismissal or termination. [View Rule](#). [View Procedure](#).

Ready to help

The Equal Access/Equal Opportunity (EA/EO) office will help members of the SPC community who report any incident of sexual harassment. SPC wants each student and employee to have an educational or work environment free from sexual harassment. EMERGENCY? Dial 911 or Campus Safety at 727-791-2560.

Types of Sexual Harassment

Quid Pro Quo (This For That)

Quid Pro Quo occurs when offers of education, employment participation or benefits are linked to sexual favors. These offers may be made explicitly or implicitly, but the outcomes or conditions must be unwelcome. Harassment exists whether the student or employee resists and suffers the threatened consequence or submits and avoids the consequence.

Sexual Harassment, Continued

Hostile Environment

Unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature that are sufficiently severe, persistent or pervasive create a hostile or offensive educational or working environment. This adversely affects a person's education or job. Off-color jokes, sexually explicit discussions, graffiti, pictures, sexually explicit reading materials, e-mails and computer screens may create a hostile environment, particularly when there are power differentials between the individuals.

Hostile Sexual Misconduct

Hostile sexual misconduct exists where individuals are subjected to unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature. The sexual offers or misconduct may be made by a student, employee or third party.

Frequently Asked Questions

Where can I get a copy of the college's sexual harassment policy?

SPC Sexual Harassment Policy is posted online and in the Student Handbook, the Supplement to the Faculty, Staff and Student Handbook, and the Faculty Manual. Copies of the rules also may be obtained from provosts' offices and the libraries.

How can sexual harassment be discouraged?

Be alert to unwelcome behavior of a sexual nature whether it is you or someone else being harassed. Don't ignore an incident; silence appears to give consent. Be aware of possible misinterpretations of your genuinely friendly behavior. Be firm when confronted in a harassing situation by telling the individual that such behavior is against college policy. Don't be intimidated by fear of retaliation.

What can be done about a sexual harassment incident?

The first thing to remember is that sexual harassment is not your fault. Speak up at any incident. Say "stop," "no" or "that makes me uncomfortable" clearly and firmly. Make sure to report sexual harassment to the proper college officials as soon as possible.

Who is the proper person at the college to inform about a sexual harassment incident?

Every site has designated representatives to contact regarding complaints of sexual harassment by students or employees. You do not have to file your complaint on your home campus. If in doubt, contact any provost or associate provost.

Can confidentiality be guaranteed?

No. However, the information is generally limited to those who need to know. By law, employee records are generally considered public records but are provided only upon an appropriate request. Student records are generally protected from the public disclosure law and are protected by state and federal laws.

Why does a report need to be filed?

Research indicates that only a few persons engage in harassment, but they tend to harass repeatedly. When harassment incidents are reported, the college can take action. Prompt reporting of an incident is very important.

I'm not sure if my instructor is sexually harassing or if he/she is just very friendly. I don't want to irritate him/her because I need a good grade in the class. How can I be sure the instructor has no more than the subject matter on his/her mind?

The best advice is to be cautious when you are in a situation where you feel uncomfortable. A student may find it difficult and threatening to refuse the signals that can be sent by instructors. If the situation doesn't seem right, it probably isn't, and you should report it to one of the designated representatives of the college.

EA/EO REPORTING CONTACTS

In non-emergency situations, report discrimination, sexual harassment, sexual assault or any sexual misconduct to the Director of EA/EO/Title IX Coordinator or to any of the other designated reporting contacts on each campus as listed below or their successor in office. If for any reason you do not wish to report the complaint to your campus or site representative, you may report it to any of the persons listed. The individual receiving a complaint regarding discrimination, sexual harassment, sexual assault or any sexual misconduct should contact the Equity Office. If no one can be reached at the numbers listed, please call Campus Safety at 727-791-2560.

EMERGENCY? Dial 911 or Campus Safety at 727-791-2560.

Caruth Health Education Center

Eric Carver, Provost, 727-341-3664

Nancy Kelley, Associate Provost, 727-341-3602

Clearwater Campus

Stan Vittetoe, Provost, 727-791-2475

Paul "Matt" Bowen, Associate Provost, 727-791-2488

Anja Norman, Academic Department Chair, Social & Behavioral Science, 727-791-2671

District Office

Brian Miles, VP, Administrative/Business Services and Information Technology, 727-341-3276

Amy Lockhart, Associate VP, Business and Financial Services, 727-341-3329

EpiCenter

Andrea Henning, Executive Director, Collaborative Labs & Workforce Institute, 727-341-3154

Djuan Fox, Coordinator, Academic Projects, 727-341-3334

Pamela Smith, Director, EA/EO, Title IX Coordinator, 727-341-3261

St. Petersburg/Gibbs Campus

Leslie Hafer, Provost, 727-324-2056

Keron Jean-Baptiste, Associate Provost, 727-341-4349

Seminole Campus

Mark Strickland, Provost, 727-394-6110

Lynda Womer, Associate Provost, 727-394-6109

SPC Allstate Center

Eric Carver, Provost, 727-341-4530

Nancy Kelley, Associate Provost, 727-341-3602

SPC Downtown and Midtown

Tashika Griffith, Provost, 727-341-4738

Nicole Hall, Student Support Manager, 727-341-7966

Frank Jurkovic, Coordinator, Student Life & Leadership, 727-341-4261

Tarpon Springs Campus

Rod Davis, Provost, 727-712-5720

Jennifer Dale, Associate Provost, 727-712-5260

Theresa Kontodiakos, Student Support Manager, 727-712-5451