

INSTITUTIONAL DIRECTIVE 8-37

June 11, 2007

Title: Campus Sexual Assault

I. Purpose

Piedmont Technical College is committed to maintaining a safe and supportive campus environment for all faculty, staff and students. The college affirms the principle that individuals have the right to be free from any form of sexual harassment, including sexual assault. This directive outlines the college's policy and procedures for providing educational programs for the awareness and prevention of sexual assault and procedures to be followed in the event a sexual assault occurs on campus.

II. Policy

Piedmont Technical College will not tolerate harassing conduct that interferes unreasonably with a student's educational process, or that creates an intimidating, hostile or offensive campus environment for students or employees. The college will appropriately investigate all allegations of sexual assault and will apply appropriate disciplinary sanctions according to the South Carolina Student Code of Conduct. The college will meet all federal and state guidelines in submitting reports on campus crime, developing policies and procedures regarding campus safety and security, and implementing educational programs on the awareness and prevention of sexual assault and violent crimes. The college will make this information available to all current and prospective students and employees according to state and federal guidelines

III. Definitions

Harassment consists of unwelcome conduct, whether verbal, physical or visual, that is based upon a person's sex, color, race, religion, national origin, age, disability or other protected status.

Sexual Harassment includes unwelcome sexual advances, requests for sexual favors and other physical, verbal or visual conduct based on sex. Sexual Harassment is indicated when: (1) submission to the conduct is an explicit or implicit term or condition of learning, (2) submission to or rejection of the conduct is used as the basis for evaluating learning, or (3) the conduct has the purpose or effect of unreasonably interfering with an individual's learning or performance or creating an intimidating, hostile or offensive campus environment.

Sexual Assault is any physical contact of a sexual nature up to and including rape, which occurs against a person's will and/or without a person's consent.

Office of Responsibility: President

IV. Responsibility

The Vice President for Student Development is responsible for the development, annual review, update, and implementation of all policies and procedures related to sexual assault, including the development of an educational program regarding sexual assault, ensuring all students are made aware of such policies and procedures, investigating all allegations of sexual assault regarding students, and assisting with writing an annual report.

The Director of Public Safety is responsible for training all relevant personnel in knowing how to respond to a victim of sexual assault, how to interview the victim, write an incident report, refer the victim to the proper authorities or agency, and assist the victim with filing an official complaint on campus, or with local authorities, if they so choose. He/she is also responsible for submitting an annual Campus Security Report in compliance with the Federal Campus Security Act and the South Carolina Campus Sexual Assault Information Act. This report will be completed in consultation with the Vice President for Student Development to insure compliance in the area of policy development, educational programming, and the distribution of information.

V. Procedures

- A. If a student is sexually assaulted while on any campus of Piedmont Technical College, he/she should be advised not to change clothes or bathe before seeking medical attention or reporting the crime. The Public Safety Officer will complete an incident report and refer the victim to the nearest emergency room. The Public Safety Officer will advise victims of sexual assault of their option to file criminal charges with local law enforcement authorities, and will assist them with this process, if requested. The student will also be referred to the Sexual Trauma and Counseling Center. If requested, transportation will be provided to nearest sexual assault treatment center.
- B. The Vice President for Student Development will meet with the student and listen to all allegations involving other students or faculty and staff, and will investigate all allegations involving other students. The victim will be informed he/she may choose to exercise the option to file formal disciplinary charges against the alleged assailant under the South Carolina Student Code and Student Grievance Procedure.
- C. The Director of Human Resources will investigate all allegations involving faculty, staff or administration. Subsequent actions will strictly adhere to Institutional Directive 6-8: No Harassment, as stated in the Employees Manual.
- D. The college will provide victims of sexual assault and sexual harassment with counseling and information about victim support services, such as the Sexual Trauma and Counseling Center, in Greenwood, which also serves Laurens and Abbeville counties. Students from other counties will be referred to the appropriate Sexual Trauma Hotline.
- E. The college will grant victims' requests for reasonable and appropriate alternative accommodations to allay their security and safety concerns. Possible accommodations may include alternative classes, campus relocation, work reassignments and/or schedule changes.

- F. If a student at Piedmont Technical College is facing sexual harassment, he/she should be instructed to contact the Vice President for Student Development, or the Dean of Students. A conference will be held with the student to determine the appropriate action that is required. Subsequent actions by the Vice President or Dean of Students will strictly follow the procedures outlined in the South Carolina Student Code found printed in the Student Handbook.

VI. Disciplinary Procedures

Disciplinary actions imposed for sexual assault and sexual harassment offenses vary according to the severity of the conduct and may include suspension or expulsion of a student, according to the South Carolina code of Conduct, or a reprimand, probation, or termination of employment for a faculty or staff member. Due process under established college disciplinary procedures will be accorded all parties.

Both the student complainant and the alleged assailant have the right to counsel, but solely for the purpose of offering advice. Both parties will be notified of the resolution of all disciplinary proceedings regarding sexual assault and both parties have the right to appeal. All procedures are outlined in the South Carolina Student Code found in the Student Handbook.

VII. Educational Programs for Students

The Dean of Students, the Director of Counseling, and the Director of Student Activities share responsibility for providing educational programs each year to promote the awareness and prevention of sexual assault and sexual harassment on campus. Community agency representatives may be invited to campus to give presentations, lead discussions, and provide printed materials. This information will be made available to students attending all county centers, as well as online for Internet students. In addition, pamphlets and brochures will be made available in the Student Success Center.

VIII. Distribution of Information to Students

The Piedmont Technical College Harassment and Sexual Assault Policy will be printed every year in the Student Handbook. It will also be posted on the Student Development webpage within the college website. Hard copies of this policy are available upon request from the Student Success Center.

Information on crime statistics on the campus over the past three years will be made available to every current and prospective student and employee via the college website. The Dean of Students, the Director of Counseling, and all County Center Deans will make this information available in hard copy to those who request it.

Information regarding access to a list of registered sex offenders within the state of South Carolina will be available on the Public Safety webpage of the college website.

In the unlikely event that a violent crime occurs on or near the college campus, and the college believes a threat exists to the college community, an immediate warning will be given to all students and employees via the college computer network. This information can only be released by the President of the college, or the Vice President of Student Development.

IX. Reporting Requirements

Annual reports will be submitted by the Director of Public Safety and the Vice President for Student Development to insure compliance with the Federal Campus Security Act and the South Carolina Campus Sexual Assault Information Act. These reports will be posted on the Public Safety webpage of the official Piedmont Technical College website.

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