CAMPUS SECURITY

AND FIRE SAFETY REPORT • 2012

STATISTICS FOR CALENDAR YEARS 2009-2011

PWSCC
PRINCE WILLIAM SOUND
COMMUNITY COLLEGE

SAFETY IS EVERYBODY'S BUSINESS

2012 Campus Security Report

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the Clery Act) requires higher education institutions to provide timely warnings of crimes that represent a threat to the campus community and to publish their campus security policies. The Act also requires that the crime data are collected, reported, and disseminated to the campus community, the Department of Education, and potential students and employees.

Your safety and security are of utmost importance at Prince William Sound Community College. It is our policy to comply with the Clery Act and provide you with required information. This 2012 Campus Security Report contains important information from the previous three calendar years (2009-2011) concerning reported offenses, arrests, crimes, and disciplinary referrals that occurred on campus; in certain off-campus buildings owned or controlled by the College; and on public property within, or immediately adjacent to and accessible from the campus. The report also includes institutional policies concerning campus security, alcohol and other drug use, crime prevention strategies, and how to report crimes, sexual assault, and other related matters.

This report includes statistics for the Valdez campus, including the non-campus extension centers in Cordova and Glennallen. UA Board of Regents Policies and College Regulations are applicable to all PWSCC locations.

This report is published by:

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CAMPUS SECURITY REPORT

PWSCC campus crime and arrest statistics are compiled by the PWSCC Student Services Department from records maintained by the Director of Student Services, campus conduct officers, Alaska State Troopers, and local law enforcement agencies. The Director of Student Services compiles information regarding student conduct proceedings and referrals. The yearly Campus Security Report, including supplemental documentation, is created and maintained by the Student Services Office.

STATE AND LOCAL AGENCY COOPERATION

The College has established working relationships with state and local law enforcement authorities. A memorandum of understanding establishes a mutual aid agreement between PWSCC and the Valdez Police Department. The Valdez Police, Cordova Police, and Alaska State Troopers all cooperate in providing records used to compile PWSCC campus crime and arrest statistics.

The College does not employ professional police officers or security officers. All security risks, policy violations, or criminal activity is reported to local College administration and/or to local law enforcement agencies. Local law enforcement agencies provide support to the College as requested.

The prosecution of all criminal offenses, both felony and misdemeanor, is conducted at the Third District Court of Alaska in the respective communities of Valdez, Cordova, and Glennallen. Cases involving juveniles are referred to the appropriate agency. If minor offenses involving College rules and regulations are committed by college students, staff, or faculty, law enforcement may also refer the matter to the PWSCC Director of Student Services, Human Resources, and Dean of Instruction, respectively.

CAMPUS SAFETY COMMITTEE

The College Campus Safety Committee meets periodically throughout the academic year. The committee is an advisory body to the College President and to local Police, regarding issues pertaining to safety on the Valdez campus and outlying extension centers. The committee provides periodic reports on campus safety awareness and other matters of concern, or recommendations for improving safety on campus.

The committee encourages accountability for safety awareness by:
- recommending the funding needed to address new and existing safety programs and needs,
- recognizing campus safety improvements through commendations and awards, and
- sharing of safety-related information.

The committee also periodically develops and submits reports assessing and summarizing the campus safety record and recommending improvements.

REPORTING A CRIME

Valdez Campus

Community members, students, faculty, staff, and guests are strongly encouraged to report all campus crimes and public-safety related incidents to the Police Department in a timely manner. Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings, or around the residence halls should be reported to the police department and/or college staff immediately.

In an emergency, dial 911 or call the Valdez Police Departgment at 835-4560. You may use an emergency phone in a classroom, the phone in student residences, or an office phone by first dialing “8” to reach an outside line. You do not need to dial “8” when calling 911 from campus phones. For non-emergencies on campus during business hours, you can contact Student Services at 834-1600 (when dialing from on-campus, dial 4-1600). From outside Alaska, you may dial (907) 834-1600 or 800-478-8800. After hours, please call the Community Advisor cell phone at (907) 831-1264 and a staff member can contact an administrator if necessary.

If a sexual assault or rape should occur, staff on the scene, including VPD, will offer the victim a wide variety of services. Student Services has trained responders who are available to assist a victim 24 hours a day.

VPD incident reports involving students may be forwarded to the Director of Student Services office for review and potential action through the student disciplinary process. Likewise, VPD or campus incident reports involving faculty may be forwarded to the Dean of Instruction Office and incident reports involving staff may be forwarded to Human Resources.

Crimes should be reported to the Director of Student Services to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate. If a crime occurring on campus is not reported to Valdez Police or a College administrator, PWSCC will be unaware of the crime, and therefore, the crime would not be included in the campus crime statistics. Here is a list of other professionals on the Valdez campus whom you may contact to report a crime:

Title	Phone and Office
Director of Student Services (Campus Judicial Officer) *Christopher Washko*	834-1631 Growden-Harrison Building 133B
Campus Life Coordinator (Housing Manager) *Ronnie Houchin*	834-1634 Growden-Harrison Building 131E
Business Manager (Campus Safety Officer) *Steve Shiell*	834-1622 Growden-Harrison Building 132A
Interim Dean of Instruction *Jed Palmer*	834-1662 Growden-Harrison Building 128A
Human Resources Technician *Ana Hinkle*	834-1623 Growden-Harrison Building 132B

Employees may report crimes to supervisors. Supervisors are responsible to report the incident to the appropriate administrator or to the Police. Supervisors are encouraged to seek permission from the victim to share his or her information, but may withhold the victim's name upon his or her request.

Extension Centers

Students, staff, faculty, and visitors should report campus crimes to the local police department and the College extension center Coordinator. In an emergency, dial 911 and then contact the Coordinator of the extension center. For non-emergencies phone the local police and then contact the Coordinator of the extension center.

PWSCC Site	Law Enforcement Agency	Extension Center Coordinator
Copper Basin Extension Center	Alaska State Troopers - Glennallen 822-3263	Suzanne McCarthy 822-3673
Cordova Extension Center	Cordova Police 424-6100	Susan Harding 424-7598

CAMPUS SECURITY AUTHORITIES

Federal law maintains that in addition to law enforcement or security officers, any person who has a significant responsibility for student and campus activities is a Campus Security Authority. A campus security authority is required by law to report incidents and/or crimes for inclusion in PWSCC's crime statistics. Reports to campus security authorities will be evaluated to determine if it is necessary to issue a timely warning to the campus if the incident or crime represents a serious or continuing threat to the campus community. With the exception of student employees, campus security authorities may file anonymous reports on behalf of victims, if requested.

The following individuals are designated as campus security authorities:

- Student Services Office staff
- Director of Student Services
- Housing & Residence Life professional and student staff
- Business Manager/Campus Safety Officer
- Human Resources Technician
- Maintenance Lead
- Student organization advisors
- Coordinator of Copper Basin Extension Center
- Coordinator of Cordova Extension Center
- Campus Safety Committee Members

REPORTING A CRIME CONFIDENTIALLY TO PWSCC

Student Services encourages anyone who is the victim or witness to any crime to promptly report the incident to the police. Student employees cannot hold reports of crime in confidence. With the exception of student employees, confidential reports of crime can be made to PWSCC's campus security authorities, through the Silent Witness program, and/or submitting an anonymous report to the Director of Student Services office.

The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the College can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

Silent Witness

Silent Witness is a program where anyone may anonymously report criminal or other suspicious activity at PWSCC to the College Administration. To file an anonymous report, concerned citizens may submit a form on the Silent Witness webpage. Types of crime/incidents reportable on the form include alcohol/drugs, domestic violence/abuse, stalking/harassment, assault, and disruptive/concerning behavior. The form asks individuals to report the location, date/time, and description of the incident as well as subjects involved.

Information submitted via this form is reviewed by the Director of Student Services and/or Campus Safety Officer (Business Manager) during regular business hours, excluding UA holidays and other campus closures. The Silent Witness program should not be used to report crimes in progress. To report crimes in progress, call the Police at 835-4560 or dial 911 in the case of an emergency (see Reporting a Crime above for the local law enforcement contacts at extension centers). The website address for the Silent Witness program is: www.pwscc.edu/silentwitness.shtml

Reports to the PWSCC Director of Student Services Office

Community members, students, faculty, staff, and guests are welcome to fill out and deliver Campus Safety Act Incident Report Forms or Anonymous Sexual Assault Reporting Forms directly to the Director of Student Services office in the Growden-Harrison Building, room 133B . Individuals may deliver these forms to the Director of Student Services in several different ways. Individuals may deliver them in person, have a friend deliver them, fax the forms to 834-1635 (or 800-379-2230), or email them to cwashko@pwscc.edu. Both forms are available at: www.pwscc.edu/safety.shtml. Individuals are also welcome to have any campus security authority file an anonymous report on their behalf, with the exception of student employees.

TIMELY WARNING

Timely warnings are issued to the campus when: 1) a serious crime is reported to a campus security authority or the Administration and 2) it is considered to represent a serious or continuing threat to students and employees. The Incident Management Team is responsible for issuing timely warnings. This team consists of the College President, Dean of Instruction, Director of Student Services, Business Manager, Director of Training, and IT Manager. Timely warnings may be communicated via email, broadcasts over classroom phones, the phone system in the residential community, posted signs, the PWSCC website, social media websites, and/or notifications to local radio stations. Anyone with information warranting a timely warning should report the circumstances to the College Administration by phoning 834-1600 or going in person to the Campus Safety Officer or the Director of Student Services in the Growden-Harrison Building.

EMERGENCY/CRISIS RESPONSE

Valdez Campus

The Campus Community Emergency Response Team (C-CERT), consisting of members from Student Services, Instruction, Facilities and Business Services, Information Technology, and the Training Department meets regularly during the academic year to discuss, plan, and address current or potential incidents which may affect the campus. The C-CERT is a volunteer group of faculty and staff members who receive periodic training on how to be a first responder including fire-fighting, triage, first-aid, and light search-and-rescue. This group advises and assists the campus Incident Management Team (IMT), which consists of the administrative cabinet of the college. The IMT and C-CERT regularly sends email messages to staff and students to educate the campus community about seasonal safety issues and what to do in the event of specific emergencies.

If requesting a response to a fire, medical, or safety emergency, dial 911. Incidents occurring on campus are asked to also be referred to the C-CERT or IMT groups so that the College can assist in managing the incident and providing crisis support. During business hours, call 835-1600. After hours, call 831-1264. In the event of hazardous materials, the Valdez Fire Department will notify college personnel that they are responding to an incident on campus. Conversely, in the event of fire, the college IMT will contact VFD to verify they are enroute. In the event of a public health emergency, the IMT will coordinate with Providence Valdez Medical and/or Behavioral Health Center and Alaska Department of Health & Social Services.

PWSCC's IMT will notify the campus community or the appropriate segment of the community, upon verification of a significant emergency or dangerous situation involving an immediate threat to the health or safety of some or all students or employees occurring on campus. The IMT will take into account the safety of the community, determine the content of the notification and initiate the notification system, unless notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

Due to the immediacy and nature of the incident, IMT may initiate the notification system and send immediate notifications to the campus community. The initial notification may occur via UAA/PWSCC email, broadcasts over campus telephones and/or calls to each student's residence hall room. In addition, the IMT will initiate a "phone tree" system to attempt to notify employees by email, phone, and/or text message as soon as possible. College employees and students registered for ConnectYard, the college's social media communication system, will receive messages through their preferred means.

The IMT is charged with managing the emergency from onset to recovery. As soon as is practical, the IMT contacts members of the Campus Community Emergency Response Team to assist in incident response. The IMT has both the decision-making and financial authority to address emergencies on campus. Both the Incident Management Team and the Campus Community Emergency Response Team have received Incident Command System (ICS) training. ICS training is also provided to other selected College employees who C-CERT may call upon to help them manage an emergency.

After the initial notification, the IMT may issue subsequent notifications. The IMT will determine the content of subsequent notifications. Campus Community Emergency Response Team members may issue subsequent notifications using the previously identified communication methods. Responding personnel may also posts subsequent notifications on the campus webpage at www.pwscc.edu.

Members of the IMT or C-CERT, or their agents, may post flyers at each entrance to academic buildings affected by the emergency. Likewise, Residence Life may post flyers at the entrance to residence halls and the front door of each apartment that is affected by the emergency. Valdez Police or the IMT may use public address systems on the main campus's Growden-Harrison Building or in the student housing complex. Valdez Police or the IMT may make announcements using speakers on patrol cars or by walking around campus and using megaphones.

The Incident Management Team or the President's designee is responsible for issuing subsequent notifications and disseminating emergency information to the larger Valdez community by contacting local media including radio stations and appropriate agencies.

In the event that a building needs to be evacuated, the occupants will be directed to the emergency assembly area. C-CERT may provide information regarding where events scheduled for that building have been relocated. In the event that the entire Valdez campus needs to be evacuated, the C-CERT may close campus. In the event of a campus-wide evacuation, on-campus residents would be asked to stay with relatives or friends in Valdez. If on-campus residents do not have local relatives or friends off campus, Student Housing will coordinate alternate housing for on-campus residents. In the event of an emergency, the C-CERT may ask everyone to shelter-in-place.

The Incident Management Team and the Campus Safety Officer make safety announcements and reminders to the College community throughout the year. When the IMT needs to inform the campus community about school closures due to snow or other safety issues, notifications will be made using the following forms of communication:

- PWSCC Website (www.pwscc.edu)
- Your UAA or PWSCC-assigned email inbox
- ConnectYard notification
- Radio stations KVAK 93.3 FM and KCHU 770 AM

Both College employees and students are invited to participate in emergency preparedness training exercises once per semester. PWSCC will participate with VPD, VFD, Providence Valdez Hospital, and other community organizations to test the coordination of multiple agencies to address an emergency. In every planned exercise, there is an after-action review that is written and distributed to the C-CERT and administration. The Campus Safety Officer (Business Manager) keeps a description of the exercises including dates and times of the exercises and whether they were announced or unannounced.

Once a year, campus building evacuation drills occur across the entire campus. At these events, College personnel may hand out flyers or make audible announcements explaining to students and employees what to

do in the event of a building evacuation. The Campus Safety Officer keeps a description of each drill including the date and time and whether the drill was announced or unannounced. The Campus Safety Officer summarizes the results of the evacuation drills for each building and forwards a report to each college administrator. To see the evacuation results for a particular building on campus, see the Campus Safety Officer.

In coordination with campus building evacuation drills, PWSCC will publish its emergency response and evacuation procedures by including a link to the Emergency Operations Plan in a campus-wide email announcement. PWSCC's Emergency Operations Plan and family of documents include single-page incident action plans for specific topics, i.e., fire alarms, pandemic illnesses, and suspicious packages or substances, etc.. For further information regarding PWSCC's emergency response preparedness, please visit www.pwscc.edu/emergency-plan.shtml.

Extension Centers (Non-campus)

At the Copper Basin or Cordova extension centers, the Center Coordinator or designee should be contacted at the first indication of an emergency. The Copper Basin Extension Center Coordinator can be notified by calling 822-3673. The Cordova Extension Center Coordinator can be reached by calling 424-7598. Depending on the nature of the emergency, it may be necessary to phone 911 first and then contact the Center Coordinator. However, if you call 911, it is still important to contact the Center Coordinator because local emergency responders may not notify the Coordinator that they are responding to an emergency on campus.

The Extension Center Coordinator or designee will notify the IMT on the Valdez Campus to assist in managing the emergency. The Coordinator or the IMT will notify the appropriate segment of the community, upon verification of a significant emergency or dangerous situation involving an immediate threat to the health or safety of some or all students or employees occurring at that site. The IMT and/or Center Coordinator will take into account the safety of the community, determine the content of the notification, and initiate the notification system, unless notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency. This notification will be communicated in person due to the small size of each building. See the Valdez Campus section above for a description of the role and response plan of the IMT and C-CERT for the College.

Subsequent notifications may be made via the respective community's radio station (KXGA 90.5 FM in Glennallen, or KCHU 88.1 FM in Cordova), by email, or be conducted by other means available within those smaller communities.

In the event that an extension center building needs to be evacuated, the occupants will be directed to the emergency assembly area. The IMT may provide information regarding where events scheduled for the extension center have been relocated. In the event of an emergency, the IMT may ask everyone to shelter-in-place.

SHELTER-IN-PLACE PROCEDURES -- WHAT IT MEANS TO "SHELTER-IN-PLACE"

If an incident occurs and the buildings or areas nearby become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to "shelter-in-place" means to make a shelter of the building that you are in, and with a few adjustments, this location can be made even safer and more comfortable until it is safe to go outside.

Basic "Shelter-in-Place" Guidance

If an incident occurs and the building you are in is not damaged, stay inside (seeking an interior room) until you are told it is safe to come out. If the building is damaged, take your personal belongings (purse, wallet,

Buoycard, etc.) and follow the evacuation procedures for your building (close your door and proceed to the nearest exit). Once you have evacuated, seek shelter at the nearest College building quickly. If police of fire department personnel are on the scene, follow their directions.

How You Will Know to "Shelter-in-Place"
A shelter-in-place notification may come from several sources, including the College IMT, Housing or Residence Life staff members, other College employees, Valdez Police, or other authorities.

How to "Shelter-in-Place"
No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need ever arise, follow these steps, unless instructed otherwise by local emergency personnel:

1. If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in the case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.
2. Locate a room to shelter inside. It should be:
    a. An interior room;
    b. Without windows or with the least number of windows. If there is a large group of people inside a building, several rooms may be necessary.
    c. If possible, select a room above the ground floor.
3. Shut and lock all windows (tighter seal) and close exterior doors.
4. Close vents to ventilation systems if you are able. (College staff will turn off ventilation as quickly as possible.)
5. Make a list of the people with you and ask someone (a staff member) to call the list in to the College at 834-1600 so they know where you are sheltering. If only students are present, one of the students should do so.

BUILDING ACCESS, SAFETY, AND MAINTENANCE

Most PWSCC campus educational buildings and facilities are accessible to members of the community, guests, and visitors. During the academic year, normal business hours are Monday through Friday, while limited or no hours are maintained on Saturday and Sunday. During semester breaks, hours of access may be greatly reduced. During summer breaks and semester breaks, the College often undertakes maintenance and renewal projects that might interfere with building and parking access. For College-observed holidays, most buildings are closed to all but employees.

PWSCC Maintenance personnel maintain security of all campus buildings. Maintenance staff members lock and unlock buildings as scheduled by the Instruction Department and the President's Office. During weekdays, Maintenance personnel unlock buildings starting at 7:00 am and lock them after the last scheduled class has ended for the evening. Extension Center access hours may vary. Request for access to buildings after hours or on weekends is coordinated by an administrator or the Maintenance staff on a case-by-case basis. Valdez Police frequently patrol the PWSCC campus.

The maintenance staff responds to all requests for repairs. If you need to have College property repaired, please call Facilities Maintenance at 834-1636. For after hour maintenance emergencies, contact the Business & Facilities Manager at 831-1182. The Campus Safety Committee meets monthly during the Fall and Spring semesters to review concerns about safety on campus. Maintenance staff monitor campus facilities and address safety concerns as they arise. Safety concerns may also be directed to Facilities Maintenance. For

example, it would be appropriate to call Maintenance to report concerns about icy sidewalks. Members of the campus community at large are encouraged to communicate safety concerns as they are identified. Safety is everyone's business.

Residential Community
The Valdez campus provides on campus housing for up to 44 students. Apartment-style residence halls are secured 24 hours a day and are accessible only by swiping an authorized key card. Apartments also remain locked at all times; only current residents are provided key cards that access their apartments. Access to residential community living spaces is restricted to residents of a specific residence hall or apartment and their escorted guests. Residents must escort guests at all times.

Student Housing and Residence Life staff are available to address students' concerns during normal business hours. Within the housing complex, Community Advisors are on duty from 5:00 pm to 8:00 am weekdays and 24 hours a day on weekends and college holidays. They can be reached outside business hours by calling 831-1264, and can contact an on-call administrator to assist with any significant problems. In the residential facilities, maintenance requests can be called in to the Help Desk at 834-1600. Residents should submit a maintenance request to the Housing Office immediately for services such as smoke detector battery changes or carbon monoxide detector maintenance. The Housing Manager can be reached by calling 834-1634 or by emailing housing@pwscc.edu.

Weapons Storage
The College does not provide secure storage for residents to store firearms. Storing a weapon anywhere in the residential community is prohibited, except in a locked vehicle. The following weapons are prohibited in PWSCC's facilities and anywhere on the campus or extension centers: firearms, sporting or hunting knives, spears, swords, sling shots, bows and/or arrows, nunchuks, potato cannons or guns, ammunition, tazer/stun guns, BB guns, and all CO2 or compressed air weapons and other dangerous devices. Alaska state law prohibits the possession of butterfly knives, brass knuckles, and switchblades. Refer to the Student Handbook for an additional list of contraband items.

CRIMINAL ACTIVITY OFF CAMPUS

Prince William Sound Community College operates no off campus housing or off campus student organization facilities. However, many students live in neighborhoods surrounding the Valdez campus. The Valdez Police Department or the primary law enforcement agency in the respective outlying community has primary jurisdiction in all areas off campus. Police may or may not inform the College of criminal activity that occurs off campus, depending on their determination of risk to the campus community.

SECURITY AWARENESS PROGRAMS

Students are provided safety education at New Student Orientation each semester. The PWSCC Student Handbook is available to all students and includes multiple tips and resources for students about safety. The Student Handbook is available online at www.pwscc.edu/handbook.shtml, in the Student Services Office on the Valdez campus, or at either of the extension centers.

The Department of Residence Life takes extra steps to educate residential students about safety. Safety recommendations and guidelines are covered in Housing Orientation each semester, and residents are provided

with the Residence Life Handbook upon move-in, which outlines tips ranging from fire prevention to bear safety. Additionally, all residents sign a Public Safety Agreement upon move-in, committing to follow safety guidelines and to promote safety within the residential community on campus. Fire drill evacuations occur in the residential community every semester. The Campus Safety Officer also conducts fire drill evacuations of campus buildings once per year.

College employees may participate in Valdez's developing Community Response Team (CRT), a group of full-time faculty and staff from across campus who are on-call to assist the Valdez Police Department and the PWSCC Incident Management Team in large critical incidents. The CRT would receive training in crowd control, traffic control, evacuating buildings, crime scene searches & protection, radio use and other topics. Many are certified in citizen emergency responder national training. Meetings will also feature a training component. Members are activated through a digital paging system or a phone tree system and respond to scenes with a supplied gear pack and Team jacket or vest. The College provides periodic emergency preparedness training presentations to staff and faculty members.

CRIME PREVENTION PROGRAMS

Student Services staff periodically offer workshops on personal safety, alcohol and drug awareness, theft prevention, bear safety, and violence/sexual assault awareness. The Campus Safety Officer will also perform a security audit and fire safety audit of office spaces with cooperation of the Fire Department. These audits may include training for what to do in unsafe office situations.

MISSING STUDENTS

PWSCC maintains a missing student notification policy and protocol for students who live on campus in Valdez.

Residents Younger than 18 Years Old
Residents must provide parental emergency contact information on a form completed during housing check-in. Residents may also identify a confidential contact to be notified within 24 hours if he or she is determined to be missing on a separate form completed during housing check-in. Only authorized campus officials and law enforcement officers in furtherance of a missing person investigation may have access to this information. Residents may make changes to these forms at the Housing Manager's office in the Growden-Harrison Building, room 131 E. Student Services professional staff or an administrator must notify both the resident's parents (or legal guardians) and their additional confidential contact within 24 hours when a resident younger than 18 years old is determined to be missing.

Residents 18 Years and Older
Residents may identify a confidential contact to be notified within 24 hours if he or she is determined to be missing. Only authorized campus officials and law enforcement officers in furtherance of a missing person investigation may have access to this information. Residents may register a confidential contact on a form completed during housing check-in. Residents may make changes to these forms at the Housing Manager's office in the Growden-Harrison Building, room 131 E.

Missing Person Reports
If a resident has been missing for 24 hours, individuals should report this to the Housing Manager and/or Residence Life staff members.

Should a missing person report be filed on a resident's behalf, Housing and/or Student Services staff will gather information from the individual reporting the missing person, to include details about the reason for the report and any information that can be gathered about the missing student such as:

- personal description,
- clothing last worn,
- locations where the resident may be,
- vehicle descriptions,
- information concerning the physical and mental well-being of the student,
- up-to-date photographs,
- class schedule, and/or
- roommates, witnesses or other persons who may have more information.

PWSCC Housing/Residence Life staff may use any or all of the following actions to assist in locating the student:

- call the resident's room,
- go to the student's room,
- talk to the resident's roommates,
- secure a photo of the student,
- call or text the student's cell phone,
- call other phone numbers on record,
- send the student an email,
- check all possible campus locations the student may be, and/or
- check the student's vehicle.

IMPORTANT PHONE NUMBERS

	FROM OFF CAMPUS PHONE	FROM ON CAMPUS PHONE
Valdez Police Department	835-4560	8-835-4560
Housing & Residence Life Office	834-1634	4-1634
Director of Student Services	834-1631	4-1631
Student Services Help Desk	834-1600	4-1600

The Help Desk is open 8:00am-5:00pm M-F except when the campus is closed

Community Advisor (CA)-on-duty hours are as follows:
Monday – Thursday 5 pm until 8 am daily
Weekends Friday at 5 pm until Monday at 8 am
(First dial 8 to get an outside line, if calling from an on-campus phone)

CA Cell Phone	831-1264

The CA on duty can reach the on-call administrator of the college to assist with urgent after-hours matters

Housing/Residence Life staff will ensure that the missing student report is immediately referred to the Director of Student Services and/or the Campus Safety Officer, even if the missing resident has not registered a confidential contact person. If it is determined that a resident has been missing for 24 hours, the College will alert the local enforcement agency. Further, staff members will notify the resident's confidential contact (and parent if the resident is less than 18 years old) within 24 hours of the missing persons report.

ALCOHOL AND ILLEGAL DRUG POLICY

PWSCC has been designated "Drug Free," with the exception of legal use of prescription medications as recommended. Likewise, only under certain circumstances is the possession and consumption of alcohol permitted. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by Valdez Police. Violators are subject to College disciplinary action, criminal prosecution, fine and imprisonment.

The Chancellor and Vice Chancellor for Student Affairs at UAA have the authority to approve events where alcoholic beverages may be served to individuals of legal age for the PWSCC campus. Approval to serve alcoholic beverages may be granted on designated premises for private College-sanctioned events for a limited period of time. The sale of alcoholic beverages at College-sanctioned events on campus is not permissible and may not be approved by the Chancellor.

Personal consumption, possession, or display of beer, wine or other alcoholic beverages is prohibited in College public places. The possession of kegs and other large quantities of alcoholic beverages will only be allowed by special permission of the UAA Chancellor. Any person who exhibits offensive behavior, misconduct, excessive noise or creates a public disturbance on property owned or supervised by the College may be subject to disciplinary and/or legal action.

Residential Community
The alcohol policy for PWSCC's residential community will permit some residents who are a minimum of 21 years of age to possess and consume limited quantities of alcoholic beverages in certain apartments or suites in accordance with Department of Residence Life policies, effective Spring 2013. All other restrictions on personal alcohol consumption, outlined under the Campus Alcohol Policy and the Student Code of Conduct, apply.

STUDENT CODE OF CONDUCT PROVISIONS FOR ALCOHOL AND DRUGS

Disciplinary action may be initiated by the College and disciplinary sanctions imposed against any student or student organization found responsible for committing, attempting to commit, or intentionally assisting in the commission of any category of conduct prohibited by the Student Code of Conduct including:

Student Code of Conduct 10: Misuse of Alcohol or Other Intoxicants or Drugs

a. use, possession, manufacture, distribution, or being under the influence of alcoholic beverages on property owned or controlled by the College or at activities authorized by the College, except as expressly permitted by law, Regents' Policy, University of Alaska Regulation, or PWSCC rules and procedures; or
b. use, possession, manufacture, distribution, or being under the influence of any narcotic, controlled substance, or intoxicant on property owned or controlled by the College or at activities authorized by the College, except as expressly permitted by law, Regents' Policy, University of Alaska Regulation, or PWSCC rules and procedures

ALCOHOL AND DRUG EDUCATION

Prince William Sound Community College promotes the education of the whole student. The College is concerned about ways in which alcohol and drug use and abuse may affect the primary academic mission of the institution, its overall atmosphere and the personal well-being of the College community. The College has the duty to exercise the degree of care that a reasonable person would to ensure that private and public events are conducted in accordance with state law. Whether or not a person drinks alcoholic beverages or uses drugs is a personal decision, but individuals are held personally accountable for their actions.

College Students
The College offers health education seminars, workshops, and events annually and students are encouraged to participate. Students found in violation of alcohol and/or drug policies may be required to participate in alcohol and/or other drug education programs. In addition, students may be subject to local, state, and federal legal sanctions. PWSCC's Student Services staff coordinates alcohol and drug education efforts, National Collegiate Alcohol Awareness Week, Red Ribbon Week, disciplinary sanctions related to substance abuse, and other substance abuse programming and training. Once per year, Student Services offers the PRIME for Life substance use education in-service to members of the campus community. In addition, Student Services staff can assist with individualized education and behavioral health concerns related to substance use; students can also be referred to a professional counselor if necessary. For more information, call the Director of

Student Services at 834-1631. The student health insurance program contains benefits for outpatient substance abuse treatment.

College Employees
Employees experiencing substance abuse-related issues are strongly encouraged to seek counseling services. The University of Alaska employee health insurance program contains benefits for some in patient and outpatient treatment. Employees should contact the PWSCC Human Resource Technician or an HR staff member at UAA for details. In addition, UA contracts ComPsych to provide an Employee Assistance Program. The program can be accessed by contacting Human Resources or ComPsych directly at (866) 465-8934 and providing Company ID #GC5901Q. Their website is: www.compsych.com. Employees who misuse alcohol or drugs are subject to disciplinary action as well as local, state, and federal legal sanctions.

The Director of Student Services Office provides overall coordination of PWSCC's Drug Free School Program. For more information about alcohol and drug prevention programs and resources, see PWSCC's Drug Free Schools Notification, available in the rear of the Academic Catalog and online at www.pwscc.edu/drug-free-report.shtml.

ALCOHOL AND DRUG RESOURCES

A full listing of alcohol and drug education programs, resources, campus and community support, and other information can be found in the most recent Drug Free Schools Notification, available from the Director of Student Services Office.

The National Institute on Drug Abuse Hotline (1-800-662-HELP) is an information and referral line that directs callers to treatment centers in the local community. The following table lists some examples of on-campus and community help agencies. Students and employees are encouraged to seek resource help for drug and alcohol problems. Any student seeking assistance in finding resources or assistance should contact Student Services at 907-834-1631 for a confidential referral. Additional resources, articles, and information directories relevant to Alaskans are available online at www.samhsa.gov/treatment/index.aspx.

Alcoholics Anonymous	835-2048	www.aa.org
Al-Anon and Alateen	1-888-4AL-ANON	www.al-anon-ak.org
Adult Children of Alcoholics		www.adultchildren.org
Narcotics Anonymous	835-4898	www.akna.org
Providence Valdez Counseling Center	835-2838	
Valdez Public Health	835-4612	
Sound Alternatives Behavioral Health (Cordova)	424-8300	
Cordova Public Health	424-4547	
Glennallen Health Center & Public Health	822-3209	
Copper River Native Association Behavioral Health	822-5241	

PREVENTING AND RESPONDING TO SEX OFFENSES

Members of the Prince William Sound Community College community, guests and visitors have the right to be free from sexual violence. All members of the campus community are expected to conduct themselves

in a manner that does not infringe upon the rights of others. PWSCC believes in a zero tolerance policy for gender-based misconduct. When an allegation of misconduct is brought to an appropriate administrator's attention, and a respondent is found to have violated this policy, serious sanctions will be used to reasonably ensure that such actions are never repeated. This policy has been developed to reaffirm these principles and to provide recourse for those individuals whose rights have been violated. This policy is intended to define community expectations and to establish a mechanism for determining when those expectations have been violated.

SEXUAL ASSAULT PREVENTION

In an effort to educate the PWSCC community about sexual assault, acquaintance rape, and other sex offenses, campus-sponsored prevention programs are offered during the semester. The Student Services department coordinates programming for Domestic Violence & Sexual Assault Awareness Month each spring and a Healthy Sexuality Week once per year. The Housing & Campus Life office also sponsors programs on an annual basis. Student Services cooperates with Advocates for Victims of Violence (AVV) to promote advocacy training and other skill-building workshops to prepare members of the community to prevent, and respond to acts of violence and sexual assault. UAA's Campus Diversity & Compliance personnel sponsor monthly sexual harassment training for College employees. In addition, the College educates the student community about sexual assaults and date rape through new student orientations each semester.

Additional information about the sexual assault policy, procedures, and prevention programs offered can be obtained from the Director of Student Services Office, the Student Handbook, and the Academic Catalog.

REPORTING A SEXUAL ASSAULT

If you are a victim of a sexual assault at PWSCC, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The Student Services department strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to the Police and/or to the Director of Student Services Office. Filing a report with a Police officer will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers. Filing a police report will:

- ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim;
- provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam);
- assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

VICTIM ASSISTANCE

Advocates for Victims of Violence (AVV)
The intent of Advocates for Victims of Violence is to provide the best quality of crisis intervention, education and advocacy services to victims of sexual assault and sexual abuse, their families, and our community. AVV

is located in Valdez. However, AVV offers a wide variety of services throughout Prince William Sound and the greater Copper River Basin region. If you are a victim of sexual assault, incest or child sexual abuse, if you have a friend or family member who is a victim, or if you have questions regarding sexual violence, please call the 24-hour Crisis and Information Line for information and support. In addition to the 24-hour crisis line, services include a 24-hour shelter, crisis intervention, emergency assistance for male victims of violence, case management, children's and youth programs, legal advocacy, and crisis intervention training programs. All services are free and confidential.

Local: 835-2999
Toll Free 1-800-835-4044
www.avvalaska.com

Additional Community Campus Sexual Assault Resources

Cordova—(Cordova Family Resource Center)
Local: 424-4357 Toll Free: 1-866-790-4357
www.cordovaalaska.org

Anchorage & Statewide Assistance--(Standing Together Against Rape – STAR)
Local: 276-7273 Toll Free: 1-800-478-8999 TTY: 907-278-9988
www.staralaska.com

DISPOSITION OF SEXUAL ASSAULTS

PWSCC disciplinary proceedings, as well as special guidelines for cases involving sexual misconduct, are detailed in the Student Handbook. The Student Handbook provides information regarding the process used to conduct a sexual assault hearing. The handbook also indicates that both the victim and accused will be informed of the outcome of the hearing. Both the victim and accused student are allowed to have a support person accompany them to the administrative review or judicial board hearing. A student found responsible for violating the College sexual misconduct policy could be criminally prosecuted in the state courts and may be suspended or expelled from the College for the first offense. Student victims have the option to change their academic and/or on-campus living situations after an alleged sexual assault, if such changes are reasonably available.

SEXUAL HARASSMENT

Sexual assault may also be considered a violation of the University of Alaska's policy against sexual harassment. According to the University of Alaska Board of Regents' policy (04.02.022), it is the responsibility of faculty and staff members to behave in such a manner that their words or actions cannot reasonably be perceived as sexually coercive, abusive, or exploitive. Sexual harassment involves unwelcome sexual advances or requests for sexual favors when someone uses, threatens to use, or implies that submission to, or rejection of such conduct will have an impact on employment or academic decisions affecting someone else.

Sexual harassment also includes other verbal or physical conduct related to sex when such conduct has the purpose or effect of substantially interfering with an individual's performance at work or study by creating an intimidating, hostile, or offensive environment in which to work, live, or learn. In this regard, sexual harass-

ment is prohibited by PWSCC's Student Code of Conduct, which is applicable to all PWSCC students. The Student Services professional staff and the appropriate dean's and director's offices can provide information and referral on issues of sexual harassment.

DISCLOSURES TO ALLEGED VICTIMS OF CRIMES OF VIOLENCE OR NON-FORCIBLE SEX OFFENSES

Prince William Sound Community College will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the results of any disciplinary hearing conducted by the College against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, PWSCC will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

SEX OFFENDER GENERAL INFORMATION

The Campus Sex Crimes Prevention Act is a federal law which provides for the tracking of convicted sex offenders enrolled at or employed by institutions of higher education. The Act's intent is to extend the protections of sex offender registries to college campuses. Sex offenders who must register with the State of Alaska must also provide notice to the State that they are employed, carry on vocation at, or are a student at Prince William Sound Community College. Information concerning registered sex offenders may be obtained from the Alaska Department of Public Safety through the following web site: http://www.dps.state.ak.us/sorweb.

CAMPUS CRIME REPORT DEFINITIONS

Quoted, in part, from "The Handbook for Campus Crime Reporting" published by the US Department of Education.

FORCIBLE SEX OFFENSE
Any sexual act directed against another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the survivor is incapable of giving consent. Includes forcible rape, forcible sodomy, sexual assault with an object, and forcible fondling.

LIQUOR LAW VIOLATIONS
The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

NON-CAMPUS
Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

NON-FORCIBLE SEX OFFENSE
Unlawful, non-forcible sexual intercourse. Includes incest and statutory rape.

PUBLIC PROPERTY
All public property, including thoroughfares, streets, sidewalks, parks, and parking facilities, that are within the campus, or immediately adjacent to and accessible from the campus.

CRIMINAL OFFENSES
CALENDAR YEARS 2009-2011

	MURDER/ NON-NEGLIGENT MANSLAUGHTER			FORCIBLE SEX OFFENSE			NON-FORCIBLE SEX OFFENSE			BURGLARY			ROBBERY			AGGRAVATED ASSAULT			MOTOR VEHICLE THEFT			NEGLIGENT MAN-SLAUGHTER			ARSON			LARCENY THEFT		
	09	10	11	09	10	11	09	10	11	09	10	11	09	10	11	09	10	11	09	10	11	09	10	11	09	10	11	09	10	11
HOUSING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0
MAIN CAMPUS	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1
ON CAMPUS*	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0	0	0	1
NON-CAMPUS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PUBLIC PROPERTY	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0

* The *On Campus* statistic is a sum of the *Housing* and *Main Campus* statistics.

Criminal Offenses statistics compiled by the Director of Student Services Office, the Valdez Police Department, and Cordova Police Department. The 2009-2011 totals do not include statistics for local law enforcement in the Glennallen area because the Alaska State Troopers did not respond to PWSCC's request for information.

HATE CRIMES
CALENDAR YEARS 2009-2011

A hate crime is a crime that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim's race, gender, religion, sexual orientation, ethnicity/national origin, or disability. Hate crime statistics include the crimes listed in the table on page 17, in addition to simple assault; intimidation; destruction, damage, or vandalism of property; or any other crime that involves bodily injury to any person.

Prince William Sound Community College has no hate crimes to report for the years 2009, 2010, or 2011, at any reportable locations.

ARRESTS & CITATIONS
CALENDAR YEARS 2009-2011

	LIQUOR LAW VIOLATIONS			DRUG LAW VIOLATIONS			WEAPONS LAW VIOLATIONS		
	09	10	11	09	10	11	09	10	11
HOUSING	0	0	0	0	0	0	0	0	0
MAIN CAMPUS	0	0	0	0	0	0	0	0	0
ON CAMPUS*	0	0	0	0	0	0	0	0	0
NON-CAMPUS	0	0	0	0	0	0	0	0	0
PUBLIC PROPERTY	0	0	1	0	0	0	0	0	0

* The *On Campus* statistic is a sum of the *Housing* and *Main Campus* statistics.

Arrest statistics compiled by the Valdez Police Department and Cordova Police Department

DISCIPLINARY ACTION/JUDICIAL REFERRALS
CALENDAR YEARS 2009-2011

In accordance with U.S. Department of Education guidelines for minimizing duplicated counts, incidents counted as *Arrests & Citations* on page 24, that also resulted in disciplinary referral, appear only once under Arrests and Citations.

	LIQUOR LAW VIOLATIONS			DRUG LAW VIOLATIONS			WEAPONS LAW VIOLATIONS		
	09	10	11	09	10	11	09	10	11
HOUSING	0	1	0	0	0	0	0	0	0
MAIN CAMPUS	0	0	0	0	0	0	0	0	0
ON CAMPUS*	0	1	0	0	0	0	0	0	0
NON-CAMPUS	0	0	0	0	0	0	0	0	0
PUBLIC PROPERTY	0	0	0	0	0	0	0	0	0

* The *On Campus* statistic is a sum of the *Housing* and *Main Campus* statistics.

Disciplinary Actions/Judicial Referral statistics compiled by the PWSCC Director of Student Services

CAMPUS AND COMMUNITY RESOURCES

CAMPUS RESOURCES

Housing & Residence Life: 834-1634

Director of Student Services: 834-1631

Environmental Health & Safety: 834-1622

Human Resources: 834-1623

Student Development, Counseling & Support Services: 834-1631

Alcohol, Drug, and Wellness Education: 834-1631

COMMUNITY RESOURCES

Advocates for Victims of Violence (AVV) 24-hour Crisis Line: 834-2999 or 1-800-835-4044

Cordova Family Resource Center 24-hour Crisis Line: 1-800-790-4357

Providence Valdez Counseling Center: 835-2838

Copper River Native Association Behavioral Health: 822-3209

Sound Alternatives Behavioral Health (Cordova): 424-8300

STAR 24-Hour Rape Crisis Line: 276-7273 or 1-800-478-8999

POLICE AGENCIES

Valdez Police Department 835-4560

Cordova Police Department 424-6100

Alaska State Troopers – Glennallen Office 822-3263

2012 Fire Safety Report

CAMPUS FIRE SAFETY RIGHT-TO-KNOW ACT

The Campus Fire Safety Right-To-Know Act was signed into law on August 14, 2008. This legislation requires colleges and universities to report fire safety information related to on-campus residence halls. The 2012 Fire Safety Report includes statistics and general information pertaining to the residential community on the Valdez campus for the 2009 to 2011 calendar years.

Several statistics are required to be included in the report: the number of fires, fire related deaths, fire injuries, the cause of these fires, as well as the amount of damage caused by fires. Additionally, PWSCC is required to report the fire safety features of on campus residence halls including sprinklers, fire alarms, and other fire/life safety systems along with plans for future improvements to the fire safety systems. Finally, PWSCC is required to list the type and amount of fire safety training provided to students and employees.

This report is published by:

Campus Safety & Risk Management, Business Office
Prince William Sound Community College
303 Lowe St.
Valdez, Alaska 99686
(907) 834-1622 • sshiell@pwscc.edu

FIRE SAFETY REPORT

PWSCC fire safety statistics are complied by the Business Office using Valdez Fire Department, PWSCC Housing and PWSCC Safety Committee records. The annual Fire Safety Report, including supplemental documentation, is created and maintained by the Campus Safety Officer (PWSCC Business Manager).

FIRE SAFETY REPORT DEFINITIONS

Quoted from the "Campus Fire Safety Right-to-Know Final Regulations."

Fire

Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

Cause of Fire

The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature.

Value of Property Damage

The estimated value of the loss of the structures and contents in terms of the cost of replacement in like kind and quantity. This estimate should include contents damaged by fire, and fire related damages caused by smoke, water, and overhaul; however, it does not include indirect loss, such as business interruption.

FIRE STATISTICS

During calendar years 2009 to 2011, PWSCC experienced one (1) reported fire and/or other reportable fire related events (2010). A dumpster on College property outside Valdez Hall was reported as an incident of arson by the Valdez Police Department. The fire was quickly extinguished with no notable damages. There

were no injuries or fatalities associated with this minor fire.

FIRE LOG
PWSCC is required to maintain a fire log for all reportable fire events. The log will include the date, nature of the fire, date reported, and location. A hard copy of this log is maintained by and is available at the PWSCC Business Office during normal business hours located at the Valdez campus.

FIRE SAFETY SYSTEMS IN STUDENT HOUSING
PWSCC's residential apartment complex buildings (Copper Basin, Cordova, and Valdez Halls) are provided smoke detectors, heat sensors, and water sprinklers. Any alarm activated in those buildings reports directly to Valdez Police Dispatch with 'addressable' information about the building location. Fire extinguishers are installed in each suite, and in the hallways.

Each building has egress emergency lighting. Egress windows are installed in each apartment and every bedroom.

The Valdez Fire Station #1 is located approximately 400 feet from PWSCC Housing Complex.

FIRE PREVENTION POLICIES
Smoking is not permitted inside any residence hall or apartment, and is restricted to outdoor areas 20 feet or more from buildings. Among prohibited items in student housing units are: hot tubs, incense, candles and other open flames, oil lamps, fireworks, hot plates, halogen lamps, space heaters, lighted signs, portable appliances with open coil burners, containers of flammable fuels (such as gasoline, propane or similar items), internal combustion engines, exposed heating elements, and cooking appliances or devices with exposed heating elements. Coffee pots, crock pots, popcorn cookers and similar appliances are allowed. Barbecue grills may be used, when at least 15 feet from a building.

Mid-semester safety inspections are conducted by the Housing Manager and Maintenance staff, PWSCC Community Advisors, and/or the PWSCC Safety Committee.

Please refer to the Residence Life Handbook for a full list of student housing fire code, fire prevention, and fire evacuation policies, available from the Housing Manager in the Growden-Harrison Building, room 131E, or online at http://www.pwscc.edu/residence-life-handbook.shtml.

FIRE SAFETY EDUCATION
Residential students are given basic fire safety and evacuation guidance during orientation sessions early in the fall and spring semesters. Further information is provided in the Student Handbook, the Residence Life Handbook, and in the "Public Safety Agreement" that each resident signs upon move-in. "Housing Emergency Plan" posters are visible throughout each residential facility, and during various public events on campus taking place during September such as Safety Awareness Month.

FIRE DRILLS HELD IN 2011
An evacuation drill was conducted on September 22nd during daytime hours at all three of the residence halls. These drill was conducted by College and Valdez Fire Department personnel. While hardware and procedures worked well, the last student to evacuate took nearly 8 minutes to leave the building. The drills test and evaluate our monitoring systems, dispatch response times, mass notification capabilities, device hardware functionality, how quickly students responded/evacuated and how knowledgeable students are of the evacuation procedures.

EVACUATION PROCEDURES

Students, employees and guests evacuating during an alarm are instructed to exit using the nearest door and stand back a minimum of fifty feet from the structure, and to make way for responding emergency personnel. For the purpose of including statistics in the annual fire safety report, fires should be reported to the on-duty Community Advisors (CA) or the PWSCC Housing Manager.

Residents are restricted from returning to the building until an all-clear has been issued by authorities and the bells/horns have been silenced. During extreme weather, temporary shelter is offered by going next door to the Maintenance Facilities Warehouse Building. For extended periods of time temporary living arrangements will be made by moving students into other housing units, either on campus or at local hotels.

REPORTING A FIRE

Incidents of active fire are reported to the Valdez Police or by calling municipal responders at 911. For the purpose of including statistics in the annual fire safety report, fires should be reported to the on-duty CA or the PWSCC Housing Manager. A subsequent notification would then be made to the Director of Student Services, and/or Campus Safety Committee for incident management.

2010 CAMPUS IMPROVEMENTS IN FIRE SAFETY

PWSCC Student Housing Complex completed an extensive renovation project in fall 2010. During this renovation all new state-of-the-art fire systems and devices including: addressable fire panels, smoke detectors, heat sensors, alarms & bells, strobes, CO detectors and sprinkler systems were installed. New mechanical, electrical, egress emergency lighting and heating systems were also installed, bringing these facilities up to current codes.

Additionally during the fall of 2010, college residence staff began delivering improved awareness and education of life, health and safety information for students and resident staff.

College administration has implemented the National Incident Management System (NIMS) for all emergency and non-emergency events, and has established a Campus-Community Emergency Response Team (C-CERT). College employees and students participate in training, emergency drills and exercises to help insure improved college response to emergencies and hazards, especially fires.

CRIME PREVENTION & PERSONAL SAFETY

Be Informed

- Know campus emergency numbers before you need them
- Program emergency numbers into your cell phone
- Learn about campus safety services and resources
- Have emergency telephone numbers readily available

Be Alert

- Pay attention to your surroundings
- Leave a situation immediately if you feel uncomfortable or unsafe
- Report suspicious activity and/or people to Police and/or campus staff immediately
- Always report any crime on campus or at College-sponsored events to the Police and/ or college staff

Be Prepared for Emergencies

- Know how to quickly exit your office and building
- Fully participate in building evacuation drills and exercises
- Leave the building immediately EVERY TIME an alarm sounds
- Have a plan if you have mobility difficulties or if you work with a colleague who does

Be Smart

- Lock your vehicle every time you leave it
- Do not leave valuables in plain sight; take them with you or lock them in your trunk
- Don't leave personal belongings unattended while on campus
- Lock your office, your residence hall room, or your apartment every time you leave – no matter for how short a time

PWSCC

PRINCE WILLIAM SOUND
COMMUNITY COLLEGE

PWSCC is an EEO/AA employer and educational institution.

SAFETY IS EVERYBODY'S BUSINESS