2017 FEDERAL CAMPUS CRIME & FIRE SAFETY REPORT
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This report is designed to comply with the Higher Education Opportunity Act – Campus Safety Provisions and Fire Safety Provisions as amended through 2009. Information contained in this report is pulled directly from the logs and offense reports of each of the college’s three campuses, one center and satellite facilities.

Holmes Community College is part of the Mississippi Public Community and Junior College System and serves a nine county area in the North Central part of the state. The college operates three full time police departments and supplements those state certified police officers with both internal security and contractual security. Over thirty employees currently work in Public Safety at Holmes Community College in one of those three capacities. Under state law the college police are authorized to enforce the general laws of the State of Mississippi with the powers of a state constable.

The College makes every effort to protect the safety of students, employees and guests on and around the campuses. Currently a variety of methods exist to warn the campus community of an existing or imminent emergency. This includes an overhead siren system at the Goodman, Grenada and Ridgeland facilities; emergency posters in every classroom and common area in a poster format, classroom presentations, Email blasts, and an action based emergency response plan. The College is fully compliant with the National Incident Management System training required by the Department of Homeland Security. In addition to the College Public Safety employees, select maintenance employees and the college’s council of senior managers has been Incident Command System trained. Under the HCC Dean of Students the District Director of Public Safety works with each College Location’s Police Chief and Facility Director to create a district wide environment of safety, emergency preparedness as well as response.

Students and Employees alike are encouraged to visit their college police locations and ask questions before a disaster strikes.

It takes everyone for a safe college community.

Dr. James D. Burnham
Vice President Ridgeland Campus
Chief Christopher B. Dill
District Director of Public Safety
ATTALA CENTER

YAZOO CENTER
The Jeanne Clery Disclosure of Campus Police Policy and Campus Crime Statistics Act, more commonly known as the Clery Act, requires colleges and universities to:

1) Publish an annual report every year by October 1 that contains three years of campus crime and fire safety statistics and certain campus security policy statements.

2) Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police or security, local law enforcement, and other College officials who have “significant responsibility for student and campus activities”.

3) Provide “timely warning” notices of those crimes that have occurred and pose an ongoing “threat to students and employees”.

4) Implement emergency notification procedures if there is an immediate threat to the health or safety of students or employees on campus.

5) Disclose in a public crime log “any crime that occurred on campus... or within the patrol jurisdiction of the campus police department and is to be reported to the campus police department”.

6) Maintain a public fire log that records any fires that have occurred in an on-campus student housing facility. Holmes Community College Campus Police meets these minimum requirements and works diligently to exceed them.
Federal Clery Act Definitions of Domestic Violence, Dating Violence, Sexual Assault and Stalking

**Domestic Violence** – Includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family laws of the State of Mississippi, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.

**Dating Violence** – Includes violence committed by a person—(a) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (b) where the existence of such a relationship will be determined by the reporting party’s statement based on a consideration of the following factors:

(i) The length of the relationship.
(ii) The type of relationship.
(iii) The frequency of interaction between the persons involved in the relationship.

Dating violence is currently not specifically defined by Mississippi Code.

**Stalking** – Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—a) fear for his or her safety or the safety of others, or b) suffer substantial emotional distress. For the purposes of this definition,

A) Course of Conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly or through third parties, by any action, method, device or means follows, monitors, observes, surveils, threatens or communicates to or about a person, or interferes with a person’s property;

B) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim;

C) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

Mississippi State statute, 97-3-107 – Stalking is consistent with the VAWA definition.

**Sexual Assault** – An offense that meets the definition of rape, fondling, incest or statutory rape as used in the FBI’s Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is “any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.”

- Rape is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- Fondling is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- Incest is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
• Statutory rape is defined as sexual intercourse with a person who is under the statutory age of consent.

**Domestic Violence** – Any of the following acts committed against a current or former spouse, a person living as a spouse or who formerly lived as a spouse, or a child of persons living as spouses or who formerly lived as spouses, a parent, grandparent, child, grandchild or someone similarly situated to the defendant, a person with whom the defendant has a biological or legally adopted child in common, or a person in a current or former dating relationship:

1. Attempts to cause serious bodily injury to another, or causes such an injury purposely, knowingly or recklessly under circumstances manifesting extreme indifference to the value of human life; or
2. Attempts to cause or purposely or knowingly causes bodily injury to another with a deadly weapon or other means likely to produce death or serious bodily harm; or
3. Strangles or attempts to strangle another; or
4. Attempts to cause or purposely, knowingly or recklessly causes bodily injury to another; or
5. Negligently causes bodily injury to another with a deadly weapon or other means likely to produce death or serious bodily harm; or
6. Attempts by physical menace to put another in fear of imminent serious bodily harm; or
7. Violation of a domestic violence protection order; or
8. Stalking; or
9. Cyberstalking; or
10. Threats of such acts.

**Dating Violence** – The term dating violence is not defined as such under Mississippi law. However, domestic violence is defined by reference to the term “dating relationship.” Accordingly, it is proper to define dating violence as follows:

Dating violence means any of the following acts committed against a person in a current or former dating relationship as mentioned above.

Dating relationship means a social relationship of a romantic or intimate nature between two individuals; it does not include a causal relationship or ordinary fraternization between two individuals in a business or social context. Whether a relationship is a dating relationship shall be determined by examining the following factors:

1. The length of the relationship
2. The type of relationship and
3. The frequency of interaction between the two individuals involved in the relationship

**Sexual Assault** – Mississippi state criminal law does not define the term sexual assault. Rather, the criminal law sets forth such crimes as rape or sexual battery. The definition of these terms is set forth below.

Rape- Every person who has forcible sexual intercourse with any person; or who has sexual intercourse with any person without that person’s consent by administering to such person any substance or liquid, which shall produce such stupor or such imbecility of mind or weakness of body as to prevent effectual resistance, is guilty of rape.

For this crime sexual intercourse means

1. A joining of the sexual organs of a male and female human being in which the penis of the male is inserted into the vagina of the female; or
2. The penetration of the sexual organs of a male or female human being in which the penis or an object is inserted into the genitals, anus or perineum of a male or female.
Statutory Rape
The crime of statutory rape is committed when
1. Any person seventeen years of age or older has sexual intercourse with a child who
   • Is at least 14 but under 16 years of age;
   • Is 36 or more months younger than the person; and
   • Is not the person’s spouse; or
2. A person of any age has sexual intercourse with a child who
   • Is under the age of 14 years;
   • Is 24 or more months younger than the person; and
   • Is not the person’s spouse.
Neither the victim’s consent nor the victim’s lack of chastity is a defense to a charge of statutory rape. For this crime, sexual intercourse has the same meaning under rape, above.

Sexual Battery
A person is guilty of sexual battery if he or she engages in sexual penetration with:
1. Another person without his or her consent;
2. A mentally defective, mentally incapacitated or physically helpless person;
3. A child at least 14 but under 16 years of age, if the person is 36 or more months older than the child; or
4. A child under the age of 14 years, if the person is 24 or more months older than the child.

For purposes of sexual battery, sexual penetration includes cunnilingus, fellatio, buggery or pederasty, any penetration of the genital or anal openings of another person’s body by any part of a person’s body and insertion of any object into the genital or anal openings of another person’s body. A mentally defective person is one who suffers from a mental disease, defect or condition which renders that person temporarily or permanently incapable of knowing the nature and quality of his or her conduct. A mentally incapacitated person is one rendered incapable of knowing or controlling his or her conduct, or incapable of resisting an act due to the influence of any drug, narcotic, anesthetic or other substance administered to that person without his or her consent. A physically helpless person is one who is unconscious or one who for any other reason is physically incapable of communicating an unwillingness to engage in an act. A spouse of the victim, not living separate and apart from the victim, cannot be found guilty of this crime unless the sexual penetration is forcible.

Stalking – Any person who purposefully engages in a course of conduct directed at a specific person, or who makes a credible threat, and who knows or should know that the conduct would cause a reasonable person to fear for his or her own safety, to fear for the safety of another person or to fear damage or destruction of his or her property, is guilty of the crime of stalking.
Course of conduct means a pattern of conduct composed of a series of two or more acts over a period of time, however short, evidencing a continuity of purpose and that would cause a reasonable person to fear for his or her own safety, to fear for the safety of another person, or to fear damage or destruction of his or her property. Such acts may include, but are not limited to, the following or any combination thereof, whether done directly or indirectly:
1. Following or confronting the other person in a public place or on private property against the other person’s will;
2. Contacting the other person by telephone or mail, or by electronic mail or communication; or
3. Threatening or causing harm to the other person or a third party.
Credible threat means a verbal or written threat to cause harm to a specific person or to cause damage to property that would cause a reasonable person to fear for the safety of that person or damage to the property.

**Cyberstalking**

- A person uses in an electronic mail or electronic communication any words or language threatening to inflict bodily harm to any person or to that person’s child, sibling, spouse or dependent, or physical injury to the property of any person, or for the purpose of extorting money or other things of value from any person.

- A person electronically mails or electronically communicates to another person repeatedly, whether or not conversation ensues, for the purpose of threatening, terrifying or harassing any person.

- A person electronically mails or electronically communicates to another person and knowingly makes any false statement concerning death, injury, illness, disfigurement, indecent conduct, or criminal conduct of the person electronically mailed or of any member of the person’s family or household with the intent to threaten, terrify or harass.

- A person knowingly permits an electronic communication device under the person’s control to be used for any purpose prohibited above.

Consent – The college defines consent as clear, unambiguous, and voluntary agreement between the participants, communicated by clearly understandable words or actions, to engage in each form of sexual activity. The lack of informed, freely given consent to sexual contact constitutes sexual misconduct.

**How to Be an Active Bystander**

Bystanders play a critical role in the prevention of sexual and relationship violence. Bystanders are individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it. The college wants to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. A person may not always know what to do even if they want to help. If you or someone else is in immediate danger, dial 911. The immediate danger could be when a person is yelling at or being physically abusive toward another and it is not safe to interrupt. Further information regarding bystander intervention is listed below:

1. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
2. Confront people who seclude, hit on, make out with, or attempt to have sex with a person who is incapacitated.
3. Speak up when someone discusses plans to take sexual advantage of another person.
4. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
5. Refer people to on-campus or off-campus resources listed in this document for support in health, counseling or legal assistance.

**Risk Reduction**

With no intent to victim blame and recognizing that only abusers are responsible for their abuse, the following are some strategies to reduce one’s risk of sexual assault or harassment (Information obtained from the Rape, Abuse & Incest National Network, www.rainn.org)

1. Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to avoid isolated areas. It is more difficult to get help if no one is around.
3. Walk with purpose. Even if you don’t know where you are going, act like you do.
4. Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn’t the best place to be.
5. Try not to load yourself down with packages or bags as this can make you appear more vulnerable.
6. Make sure your cell phone is with you and charged and that you have cab money.
7. Don’t allow yourself to be isolated with someone you don’t trust or someone you don’t know.
8. Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
9. When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
11. Don’t leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you’ve left your drink alone, just get a new one.
12. Don’t accept drinks from people you don’t know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don’t drink from the punch bowls or other large, common open containers.
13. Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they’ve had, or is acting out of character, get him or her to a safe place immediately.
14. If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
15. If you need to get out of an uncomfortable or scary situation, here are some things that you can try:
   • Remember that being in this situation is not your fault. You did not do anything wrong; it is the person who is making you uncomfortable that is to blame.
   • Be true to yourself. Don’t feel obligated to do anything you don’t want to do. “I don’t want to” is always a good enough reason. Do what feels right to you and what you are comfortable with.
   • Have a code word with your friends or family so that if you don’t feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
   • Lie. If you don’t want to hurt the person’s feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared or worse. Some excuses you could use are needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
16. Try to think of an escape route. How would you try to get out of the room? Where are the doors and windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
17. If you and/or the other person has been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.
Sexual Harassment Policy

Holmes Community College is committed to maintaining a safe and healthy educational and work environment in which no member of the College community is, on the basis of sex, sexual orientation, or gender identity, excluded from participation in, denied the benefits of, or subjected to discrimination in any College program or activity. Gender-based and sexual harassment, including sexual violence, are forms of sex discrimination in that they deny or limit an individual’s ability to participate in or benefit from College programs or activities. This Policy is designed to ensure a safe and non-discriminatory educational and work environment and to meet legal requirements, including: Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex in the College’s programs or activities; relevant sections of the Violence Against Women Reauthorization Act; Title VII of the Civil Rights Act of 1964, which prohibits discrimination on the basis of sex in employment; and Mississippi laws that prohibit discrimination on the basis of sex. It does not preclude application or enforcement of other College policies.

It is the policy of the College to provide educational, preventative and training programs regarding sexual or gender-based harassment; to encourage reporting of incidents; to prevent incidents of sexual and gender-based harassment from denying or limiting an individual’s ability to participate in or benefit from the College’s programs; to make available timely services for those who have been affected by discrimination; and to provide prompt and equitable methods of investigation and resolution to stop discrimination, remedy any harm, and prevent its recurrence. Violations of this Policy may result in the imposition of sanctions up to, and including, termination, dismissal, or expulsion, as determined by the appropriate officials at the College.

II. Retaliation

This policy seeks to encourage students, staff, and faculty to express freely and responsibly their concerns about any possible instances of sexual harassment. Any act of reprisal (e.g., interference, restraint, penalty, discrimination, coercion or harassment)–overt or covert--by a college faculty member, employee, agent, or student against another who is responsibly using this policy and its procedures interferes with free expression and openness. Such acts violate this policy and require prompt and appropriate disciplinary action.

III. Definitions

For the purposes of this policy, the following terms have the meanings given to them below. Some of these terms may have different meanings in other contexts, such as criminal statutes, and they are not mutually exclusive of each other. It should be noted these definitions include any misconduct; including, but not limited to media.

1. **Sexual Misconduct**: broadly defines unwelcome behavior of a sexual nature committed without effective consent. Sexual Misconduct can vary in its nature and severity. As used in this policy, Sexual Misconduct includes without limitation “Sexual Exploitation,” “Sexual Harassment,” “Non-Consensual Sexual Contact,” and “Non-Consensual Sexual Intercourse”.
2. **Sexual Exploitation**: means taking sexual advantage of another person without effective consent. Some examples of Sexual Exploitation include, but are not limited to: (a) electronically recording, photographing or transmitting sexual activity without consent even if the sexual activity is consensual; (b) stalking if the content of the message or nature of the physical stalking is of a sexual nature or with a sexual motive; (c) voyeurism or secretive observation or electronically recording of another for sexual pleasure; (d) disrobing or exposing to another without effective consent; or (e) allowing third parties to observe sexual acts without effective consent.

3. **Sexual Harassment**: means unwelcome harassment of a sexual nature that is sufficiently severe or pervasive and objectively offensive that it unreasonably interferes with a complainant’s academic performance or equal opportunity to participate in or benefit from the College’s resources and opportunities, unreasonably interferes with the complainant’s work or living environment, or deprives the complainant of some other protected right.

4. **Non-Consensual Sexual Contact**: means sexual contact that occurs without effective consent. Sexual contact as used in this policy includes without limitation deliberate sexual touching, however slight, or using force to cause another to engage in sexual touching. Sexual contact also may include contact of a sexual nature with an object.

5. **Non-Consensual Sexual Intercourse**: means sexual intercourse or penetration, however slight, with any object or body part without effective consent.

6. **Effective Consent**: means words or actions that clearly show an active knowing and voluntary agreement to engage in mutually agreed-upon sexual activity. Silence, in and of itself, cannot be interpreted as effective consent. Effective consent cannot result from force, threat, coercion, fraud or intimidation. Also, an incapacitated person is incapable of giving effective consent. A person who is incapacitated and incapable of giving effective consent includes without limitation a person who is unconscious, unaware, or otherwise physically or mentally unable to give effective consent to sexual activity. It also includes a person who cannot understand who, what, when, where, why or how with respect to the sexual activity.

**IV. Groundless Charges or Malicious Mischief**

Accusations of sexual harassment are serious matters. They should never be made casually and/or without cause. This policy shall not be used to bring groundless and malicious charges against students, faculty members, or employees. Disciplinary action concerning personal misconduct may be taken against any person bringing a groundless and malicious charge of sexual harassment. Bringing groundless and malicious charges may also result in legal liability for the person filing the charges.

The same sanctions appropriate to a violation of sexual harassment policy shall apply to those who bring charges in bad faith.
Sanctions Resulting From Findings of a Violation

The following sanctions are applicable to all HCC Faculty/Staff and Students when a finding or a violation of the sexual harassment policy has been determined, or when frivolous or malicious charges have been brought.

A first offense could be grounds for dismissal, and more than one sanction may be imposed for any single offense.

Sanctions for employees:
Written or oral warning
Formal reprimand placed in the respondent's permanent file
Reassignment of duties (e.g., teaching or service duties involving students)
Reduction in salary for one or more years
Suspension without pay
Dismissal

Sanctions for students:
Warning, oral or written
Reprimand in writing
Restitution
Probation
Suspension
Expulsion

V. Procedures for Handling Complaints Pursuant to the Sexual and Gender-Based Harassment Policy

The Title IX Coordinator has been charged with implementing the following procedures for students pursuant to the Sexual and Gender-Based Harassment Policy (“Policy”). The Vice-President/Director of each Campus will serve as the Title IX Investigative Officer and reports directly to the Title IX Coordinator.

HCC students, faculty, staff, or third parties may request information or advice, including whether certain conduct may violate the Policy; seek informal resolution; or file a formal complaint. These three options are described below. Initiating Parties are encouraged to bring their concerns to the Title IX Coordinator.

As set forth below, interim measures designed to support and protect the Initiating Party or the College community may be considered or implemented at any time, including during a request for information or advice, informal resolution, or a formal complaint proceeding. Consistent with the College’s policy, interim measures might include, among others: restrictions on contact; course schedule alteration; changes in housing; leaves of absence; and/or increased monitoring of certain areas of the campus. These interim measures are subject to review and revision throughout the processes described below.
VI. Requests for Information or Advice
Initiating Parties seeking information or advice can expect to learn about resources available at the College and elsewhere that provide counseling and support. They also will be advised about the steps involved in pursuing an informal resolution or filing a formal complaint. Complainants have the right to file a criminal complaint. In addition, the Title IX Coordinator will discuss with Initiating Parties whether any interim measures are appropriate at this stage.

VII. Requests for Informal Resolution
Initiating Parties may make the initial request verbally, but must make a final request, in writing, for informal resolution to the Title IX Coordinator. The request should identify the alleged harasser (if known) and describe the allegations with specificity. The Title IX Coordinator will assess the severity of the alleged harassment and the potential risk of a hostile environment for others in the community to determine whether informal resolution may be appropriate. In cases involving allegations of sexual assault informal mechanisms, i.e. mediation, will not be used.

Upon determining that informal resolution is appropriate, and in instances when the Initiating Party makes the request to the Title IX Coordinator, the Title IX Coordinator will consult further with the person initiating the request, inform the person who is the subject of the allegations, and gather additional relevant information as necessary from the parties and others, as indicated. The Title IX Coordinator also may put in place any appropriate interim measures to protect the educational and work environment. The Title IX Coordinator will attempt to aid the parties in finding a mutually acceptable resolution.

When the allegations, if true, might constitute criminal conduct, the party against whom they are brought is hereby advised to seek legal counsel before making any written or oral statements. Those facing allegations may wish to obtain legal advice about how this process could affect any criminal case in which they are or may become involved.

A matter will be deemed satisfactorily resolved when both parties expressly agree, in writing, to an outcome that is also acceptable to the Title IX Coordinator. At any point prior to such an express agreement, the Initiating Party may withdraw the request for informal resolution and initiate a formal complaint under these Procedures.

Ordinarily, the informal resolution process will be concluded within two to three weeks of the date of the request.

VIII. Procedures for Formal Complaints

A. Initiating a Complaint

An Initiating Party may file a formal complaint alleging a violation of the Policy. A complaint of sexual or gender-based harassment should be filed directly with the Title IX Coordinator or designated campus representative, regardless of the identity of the Respondent. The Title IX Coordinator, in consult with appropriate College personnel, will inform the Respondent that a
complaint has been received, and, if indicated by the Complainant will put in place any appropriate interim measures.

A formal complaint must be in writing and signed and dated by a Complainant. It should state the name of the alleged harasser (if known) and describe with reasonable specificity the incident(s) of alleged harassment, including the date and place of such incident(s). The complaint must be in the Complainant’s own words, and may not be authored by others, including family members, advisors, or attorneys. Attached to the complaint should be a list of any sources of information (for example, witnesses, correspondence and records, and the like) that the Complainant believes may be relevant to the investigation. However, a complaint should not be delayed if such sources of information are unknown or unavailable.

The Title IX Investigative Officer will not investigate a new complaint if it has already adjudicated a formal complaint based on the same circumstances or if the parties and the Title IX Coordinator already have agreed to an informal resolution based on the same circumstances.

B. Timeframe for Filing a Complaint

The College does not limit the timeframe for filing a complaint. The College encourages complaints to be filed as soon as reasonably possible following an alleged Policy violation because the College's ability to gather adequate information may be limited where a significant length of time has elapsed between an incident and the filing of a complaint. Further, with respect to those cases that will be reviewed by disciplinary bodies at the conclusion of the investigation, the College's ability to complete its processes may be limited with respect to Respondents who are no longer attending or are no longer employed by the College.

C. Initial Review

Once a formal complaint is received, the Title IX Coordinator will assign the case to the Title IX Investigative Officer for an initial review. The Title IX Investigative Officer will have appropriate training, so that they have the specialized skill and understanding to conduct prompt and effective sexual and gender-based harassment investigations.

The Title IX Investigative Officer will contact the Complainant in an attempt to gather a more complete understanding of the allegations. Based on the information gathered, the Title IX Investigative Officer will determine whether the information, if true, would constitute a violation of the Policy such that an investigation is warranted or whether the information warrants an administrative closure. The Title IX Investigative Officer will convey this determination to: the Complainant and the Title IX Coordinator. The Title IX Investigative Officer will work with the Title IX Coordinator to implement any appropriate interim measures to be put in place pending the completion of the case (or to revise as necessary any measures already in place).

Ordinarily, the initial review will be concluded within one week of the date the complaint was received.
D. Investigation

Following the decision to begin an investigation, the Title IX Investigative Officer will notify the Respondent in writing of the allegations and will provide a copy of the Policy and these procedures. The Respondent will have one week in which to submit a written statement in response to the allegations. This statement must be in the Respondent’s own words; Respondents may not submit statements authored by others, including family members, advisors, or attorneys. Attached to the statement should be a list of all sources of information (for example, witnesses, correspondence, records, and the like) that the Respondent believes may be relevant to the investigation.

If the decision is made to begin an investigation in a case where the Complainant is unwilling to participate, but the College has assessed the severity of the harassment and the potential risk of a hostile environment for others in the community and has determined to proceed, then, for the purposes of these Procedures, the College’s Title IX Coordinator (or a designee) will be considered the Complainant.

The Title IX Investigative Officer will request individual interviews with the Complainant and the Respondent, and, as appropriate, with other witnesses, which may include those identified by the parties as well as relevant officers of the College. When identifying potential witnesses, the parties should understand that the purpose of interviews is to gather and assess information about the incident(s) at issue in the complaint, not to solicit general information about a party’s character. A typical investigation may take approximately 60 calendar days following receipt of the complaint.

When a complaint involves allegations that, if true, also might constitute criminal conduct, Respondents are hereby advised to seek legal counsel before making any written or oral statements. The investigation process is not a legal proceeding, but Respondents might wish to obtain legal advice about how this process could affect any criminal case in which they are or may become involved.

After the collection of additional information is complete but prior to the conclusion of the investigation, the Title IX Investigative Officer will request individual follow-up interviews with the Complainant and the Respondent to give each the opportunity to respond to the additional information.

E. Personal Advisors

Both the Complainant and the Respondent may bring a personal advisor to any interviews with the Title IX Investigative Officer. The Advisor may only advise their client and will not be allowed to make any presentations to the Title IX Investigative Officer.

F. Confidentiality

The Title IX Coordinator, the Title IX Investigative Officer and others at the College involved in or aware of the complaint will take reasonable steps to protect the privacy of all involved. Once a complaint is filed, the Complainant, the Respondent, and any witnesses will be notified of the potential for compromising the integrity of the investigation by disclosing information about the case and the expectation that they therefore keep such information – including any documents they may receive or review – confidential. They also will be notified that sharing such information might compromise the investigation or may be construed as retaliatory.
Retaliation of any kind is a separate violation of the Policy and may lead to an additional complaint and consequences. The parties remain free to share their own experiences, other than information that they have learned solely through the investigatory process, though to avoid the possibility of compromising the investigation, it is generally advisable to limit the number of people in whom they confide.

G. Coordination with Law Enforcement Authorities

In all cases, the Title IX Investigative Officer will have completed the initial review without delay and, as appropriate, will have proposed interim measures to the College Title IX Coordinator. In the event that an allegation includes behavior or actions that are under review by law enforcement authorities, the Title IX Investigative Officer, in light of status updates from law-enforcement authorities and the Title IX Coordinator, assess and reassess the timing of the investigation under the Policy, so that it does not compromise the criminal investigation.

H. Conclusion of the Investigation and Issuance of Final Report

At the conclusion of the investigation, the Title IX Investigative Officer will make findings of fact, applying a preponderance of the evidence standard, and determine based on those findings of fact whether there was a violation of the Policy.

The Title IX Investigative Officer will provide the Complainant and the Respondent with a written draft of the findings of fact and analysis and will give both parties one week to submit a written response to the draft. The Title IX Investigative Officer will consider any written responses before finalizing these sections of the report and the final section of the report, which will outline any recommended measures to be taken by the College to eliminate any harassment, prevent its recurrence, and address its effects. The Title IX Coordinator and the appropriate Administrator will work to put in place such measures as they determine are appropriate. Consistent with College policies, measures imposed at this stage may include but are not limited by, among others: restrictions on contact; course-schedule or work-schedule alteration; changes in housing; leaves of absence; or increased monitoring of certain areas of the campus.

The investigation will be completed and the final report provided to the Complainant, the Respondent, the College Title IX Coordinator, and the appropriate Administrator ordinarily within 60 days of receipt of the complaint. At the conclusion of the investigation findings will be forwarded to the Administrative Hearing Officer and the adjudication process will begin. For cases involving faculty, staff, other HCC Officials, or third parties that have been investigated by the Title IX Investigative Officer pursuant to Section III.B above, the imposition of sanctions will be considered separately by the appropriate officials at the College or unit through their relevant policies.
IX. Special Circumstances

A. Request for Anonymity

If a potential Complainant asks to remain anonymous, then the Title IX Coordinator and the Title IX Investigative Officer, as appropriate, will consider how to proceed, taking into account the potential Complainant’s wishes, the College’s commitment to provide a non-discriminatory environment, and the potential Respondent’s right to have specific notice of the allegations. The Title IX Coordinator and the Title IX Investigative Officer may conduct limited fact finding to better understand the context of the complaint. In some circumstances, a request for anonymity may mean an investigation cannot go forward, the Title IX Coordinator and Title IX Investigative Officer determine that further investigation is necessary, in which case the potential Complainant will be informed that his or her identity will be disclosed as necessary for the investigatory process. In other circumstances, the Title IX Coordinator and the Title IX Investigative Officer may determine that the matter can be appropriately resolved without further investigation and without revealing the Complainant’s identity.

B. Administrative Closure

If, after conducting the initial review of a formal complaint, the Title IX Investigative Officer finds that the allegation, if true, would not constitute a violation of the Policy, then the Title IX Coordinator will administratively close the case and notify the Complainant.

Where the Complainant is unwilling to participate in further investigation, the Title IX Coordinator will assess the severity of the alleged harassment or the potential risk of a hostile environment for others in the community and will determine whether administrative closure is appropriate or whether the College should proceed with an investigation.

Within one week of the decision to close a case administratively, the Complainant may request reconsideration on the grounds that there is substantive and relevant new information that was not available at the time of the decision and that may change the outcome of the decision. The Title IX Coordinator will consider requests for reconsideration and inform the Complainant of the outcome, ordinarily within one week of the date of the request.

In cases where the Title IX Coordinator concludes that the alleged conduct, while not a violation of the Policy, might implicate other College conduct policies, the Title IX Coordinator may refer the complaint to the appropriate College official.

C. Request to Withdraw the Complaint

While every effort will be made to respect the Complainant’s wishes to withdraw a formal complaint, the College must be mindful of its overarching commitment to provide a non-discriminatory environment. Thus, in certain circumstances, the Title IX Coordinator may determine that investigation is appropriate despite a Complainant’s request to withdraw the complaint or failure to cooperate. Other circumstances also may result in a request to withdraw the complaint being example, a request to withdraw is made after a significant portion of the investigation has been completed and terminating the investigation would be inequitable.
D. Request for Informal Resolution after a Complaint has Been Filed

Once a complaint has been opened for investigation and before the final report has been provided to the parties, a party may request informal resolution as an alternative to formal resolution of the complaint, but that disposition requires agreement of the Complainant and the Respondent and the approval of the Title IX Coordinator. If such a request is approved, the timeframes will be stayed, and the Title IX Coordinator will take such steps as he or she deems appropriate to assist in reaching a resolution. If the parties cannot reach an informal resolution within two weeks from receipt of the request, then the Title IX Investigative Officer will resume the investigation of the complaint in accordance with the formal complaint procedures.

X. Appeal/Grievance

Both the Respondent and the Complainant may appeal the decision of the Title IX Investigative Officer to the Title IX Coordinator or designee based on the following grounds:

1. A procedural error occurred, which may change the outcome of the decision; or

2. The appellant has substantive and relevant new information that was not available at the time of investigation and that may change the outcome of the decision.

NOTE: Disagreement with the Title IX Investigative Officer’s findings or determination is not, by itself, a ground for appeal and will not be considered as such. Appeals of the Title IX Investigative Officer’s decision must be received by the Title IX Coordinator within one week of the date of the final report. Appeals will be forwarded to the Vice President of Financial Services and will be decided within two weeks. The Title IX Coordinator will promptly be informed of the outcome in writing and forward their findings to the Respondent and the Complainant.

XI. Resources and Services

Campus and community services are available, even if College or criminal reports are not made. The College strongly encourages anyone who feels he or she is, or has been, the victim of sexual misconduct to seek assistance to care for himself or herself emotionally and physically through confidential crisis intervention, healthcare, and counseling. As you tend to your health, you should keep in mind that medical examinations are time-sensitive and are critical in preserving evidence of sexual assault so that options can be considered at a later time. For a list of available services, visit the sexual misconduct site at www.holmescc.edu/sexual-misconduct.
Contact and Resource Information

Title IX Coordinator
Gail Muse Beggs 662-472-9087

Emergency Assistance 911
Mississippi Department of Public Safety 601-987-1212
Mississippi State Coalition Against Sexual Assault (http://www.mscasa.org)
R.A.I.N.N. (Rape, Abuse and Incest National Network) (http://www.rainn.org)
Jackson Rape Crisis Center (601) 366-0750 Phone (601) 982---7273 Crisis Line
www.catholiccharitiesjackson.org

Goodman Campus

Law Enforcement
Holmes CC Campus Police 601-940-0089
Goodman Police 662-472-2272
Holmes County Sheriff's Department 662-834-1511

Medical and Counseling University
Hospital---Lexington 662-834-0440
Bartee Family Health Clinic---Goodman 662-472-2970
Life Help Mental Health Center---Lexington 662-834-1709
1-866-453-6216

Ridgeland Campus

Law Enforcement
Holmes CC Campus Police 601-605-3333
Ridgeland Police 601-856-2121
Madison County Sheriff's Department 601-859-2345

Medical and Counseling
St. Dominic Hospital Jackson 601-200-2000
Baptist Medical Clinic---Madison 601-605-3858
Three Oaks Behavioral 601-991-3080
Angel Wings Outreach Center 1-866-847-5802

Grenada Campus

Law Enforcement
Holmes CC Campus Police 662-809-6845
Grenada Police Department 662-227-3455
Grenada County Sheriff's Department 662-227-2877

Medical and Counseling
University of Mississippi Medical Center---Grenada 662-227-7000
Family Health Clinic 662-226-0110
Life Help Mental Health 662-226-1112
Catherine Booth Center 1-800-898-0834
VAWA Amendment to Clery

The Violence Against Women Reauthorization Act (“VAWA”), which President Obama signed into law on March 7, imposes new obligations on colleges and universities under its Campus Sexual Violence Act (“SaVE Act”) provision, Section 304. Those obligations, which to some extent refine and clarify, and to some extent change, existing legal requirements and government agency enforcement statements. Under VAWA, colleges and universities are required to:

1) Report domestic violence, dating violence, and stalking, beyond crime categories the Clery Act already mandates.

2) Adopt certain student discipline procedures, such as for notifying purported victims of their rights.

3) Adopt certain institutional policies to address and prevent campus sexual violence, such as to train in particular respects pertinent institutional personnel.

VAWA requires institutions to make a good-faith effort to include these statistics for these crimes for calendar year 2017 in their Annual Security Report. Holmes Community College has aggressively worked to comply with the new VAWA requirements

The Silent Witness form is located on the College Safety web-page. If you have information regarding any crime that has occurred or is occurring on campus, we would like you to report it. Please fill out the form and click "Submit". You will be providing this information under a condition of anonymity. If you would like us to contact you, please complete the contact information section of this form. Within the limits of the law, all information will be kept confidential. You can access the website at this address:

http://www.holmescc.edu/administration/safety/silentwitness.aspx
TIMELY WARNING REPORTS

In the event a situation which affects the safety of the campus community occurs, and at the direction of the Director of Public Safety, the campus will be alerted through a timely warning alert. It will be distributed through campus email and the RAVE Alert system if necessary. Anyone with information that should be considered for a timely warning alert should notify your Holmes Community College Campus Police by calling or meeting with an officer in person.

RAVE ALERT SYSTEM

The RAVE alert system allows students/ Faculty/ Staff to be notified via text message and/or email quickly in the event of an emergency. Holmes Community College has created a well-defined set of situations that would prompt a RAVE Alert notification. RAVE alerts will only be activated when there is a critical need to transmit urgent information to the campus community. Here are some examples:

- Ongoing safety threats in which an armed or dangerous criminal is at large on campus.
- Major facility emergencies or evacuation. This may include a large scale gas leak, fire, or hazardous material spill, occurring either on campus or near enough to campus to cause a credible threat to members of the campus community.
- Severe weather or illness. This may include a threat from a tornado requiring those on campus to take shelter, a closing due to anticipated weather issues, or an outbreak of wide spread illness on campus.

All students, faculty and staff of Holmes Community College are encouraged to log into the Holmes Community College website and sign up for RAVE alerts. It’s free and simple to do.
Holmes Community College, in accordance with the Campus Sex Crimes Prevention Act 2000, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, is providing a link to the Mississippi Department of Public Safety Public Sex Offender Registry. This act requires institutions provide to the campus community the location that this information can be found. It also requires that registered sex offenders report to the state of Mississippi if they are enrolled or employed at an institution of higher education. The Mississippi Department of Public Safety maintains the sex offender registry and the address listed below:

http://state.sor.dps.ms.gov/

A hate crime is a traditional offense like murder, arson, or vandalism with an added element of bias. For the purpose of collecting statistics, Congress had defined a hate crime as a “criminal offense against a person or property motivated in whole or in part by an offender’s bias against a race, religion, disability, ethnic origin or sexual orientation.”

Holmes Community College complies with all applicable federal and state non-discrimination laws and does not engage in prohibited discrimination on the basis of race, color, national or ethnic origin, sex, age, genetic information, veteran status, disability or the provision of services. Violent or harassing behavior will not be tolerated. Holmes Community College Policies reflect this stance. The Clery Act requires that all hate crimes, once reported, be added to the Annual Crime and safety statistics Report. Statistics will be maintained to provide reports of hate crime incidents on College property.
The State of Mississippi Controlled Substance Statutes; Penalties:

(a) Except as authorized by this article, it is unlawful for any person knowingly or intentionally:
(1) To sell, barter, transfer, manufacture, distribute, dispense or possess with intent to sell, barter, transfer, manufacture, distribute or dispense, a controlled substance; or
(2) To create, sell, barter, transfer, distribute, dispense or possess with intent to create, sell, barter, transfer, distribute or dispense, a counterfeit substance.

(1) In the case of controlled substances classified in Schedule I or II, as set out in Sections 41-29-113 and 41-29-115, except thirty (30) grams or less of marihuana or synthetic cannabinoids, and except a first offender as defined in Section 41-29-149(e) who violates subsection (a) of this section with respect to less than one (1) kilogram but more than thirty (30) grams of marihuana or synthetic cannabinoids, such person may, upon conviction, be imprisoned for not more than thirty (30) years and shall be fined not less than Five Thousand Dollars ($ 5,000.00) nor more than One Million Dollars ($ 1,000,000.00), or both;
(2) In the case of a first offender who violates subsection (a) of this section with an amount less than one (1) kilogram but more than thirty (30) grams of marihuana or synthetic cannabinoids as classified in Schedule I, as set out in Section 41-29-113, such person is guilty of a felony and, upon conviction, may be imprisoned for not more than twenty (20) years or fined not more than Thirty Thousand Dollars ($ 30,000.00), or both;
(3) In the case of thirty (30) grams or less of marihuana or synthetic cannabinoids, such person may, upon conviction, be imprisoned for not more than three (3) years or fined not more than Three Thousand Dollars ($ 3,000.00), or both;
(4) In the case of controlled substances classified in Schedules III and IV, as set out in Sections 41-29-117 and 41-29-119, such person may, upon conviction, be imprisoned for not more than twenty (20) years and shall be fined not less than One Thousand Dollars ($ 1,000.00) nor more than Two Hundred Fifty Thousand Dollars ($ 250,000.00), or both; and
(5) In the case of controlled substances classified in Schedule V, as set out in Section 41-29-121, such person may, upon conviction, be imprisoned for not more than ten (10) years and shall be fined not less than One Thousand Dollars ($ 1,000.00) nor more than Fifty Thousand Dollars ($ 50,000.00), or both.

(c) It is unlawful for any person knowingly or intentionally to possess any controlled substance unless the substance was obtained directly from, or pursuant to, a valid prescription or order of a practitioner while acting in the course of his professional practice, or except as otherwise authorized by this article. The penalties for any violation of this subsection (c) with respect to a controlled substance classified in Schedules I, II, III, IV or V, as set out in Section 41-29-113, 41-29-115, 41-29-117, 41-29-119 or 41-29-121, including marihuana or synthetic cannabinoids, shall be based on dosage unit as defined herein or the weight of the controlled substance as set forth herein as appropriate: "Dosage unit (d.u.)" means a tablet or capsule, or in the case of a liquid solution, one (1) milliliter. In the case of lysergic acid diethylamide (LSD) the term, "dosage unit" means a stamp, square, dot, microdot, tablet or capsule of a controlled substance.

(A) Thirty (30) grams or less by a fine of not less than One Hundred Dollars ($ 100.00) nor more than Two Hundred Fifty Dollars ($ 250.00).

More controlled substance laws can be viewed by searching Mississippi Code Section 41-21-113 through 41-29-121.
The State of Mississippi Alcohol Law

67-3-70. Unlawful to purchase or possess alcohol by persons under the age of 21; penalties.

Any person under the age of twenty-one (21) years who purchases, receives, or has in his or her possession in any public place, any alcoholic beverages, shall be guilty of a misdemeanor and shall be punished by a fine of not less than twenty-five ($25.00) and not more than Five Hundred Dollars ($500.00).

Any person under the age of twenty-one (21) who knowingly makes a false statement to the effect that he or she is twenty-one (21) years old or older to any person engaged in the sale of alcoholic beverages for the purpose of obtaining the same shall be guilty of a misdemeanor and shall be punished by a fine of not less than twenty-five ($25.00) and not more than Two Hundred Dollars ($200.00), and on failure to pay such fine and all court costs shall be imprisoned for not less than five (5) nor more than thirty (30) days in the county jail.

Any person who knowingly buys light wine or beer for or gives it to a person under 21 will be guilty of a misdemeanor. There will be a fine of $100 to $500 and/or a sentence of up to 30 days community service.

A person under 21 is not in violation of the law if he or she buses tables that have light wine or beer, waits on tables or takes orders for light wine or beer or stocks, bags, or handles another’s purchase of light wine or beer.

Holmes Community College’s Drug and Alcohol Policy

Drugs and alcohol are not tolerated. The use of illegal drugs, possession of illegal drugs or drug paraphernalia, or being under the influence of illegal drugs is absolutely prohibited. Offenders will be dismissed from school.

The use of alcohol, possession of alcohol, or being under the influence of alcohol is absolutely prohibited. No alcoholic beverage containers, empty or full, can be kept anywhere on campus. Offenders can be fined as high as $200 and can be removed from the dorm and/or school if the incident involves additional charges.

FEDERAL trafficking penalties:

Go to this link: https://www.dea.gov/druginfo/ftp3.shtml
DESCRIPTION OF HEALTH RISKS ASSOCIATED WITH THE USE AND ABUSE OF ALCOHOL AND ILLICIT DRUGS

Alcohol's Effects on the Body

Drinking too much – on a single occasion or over time – can take a serious toll on your health. Here’s how alcohol can affect your body:

**Brain**

Alcohol interferes with the brain’s communication pathways, and can affect the way the brain looks and works. These disruptions can change mood and behavior, and make it harder to think clearly and move with coordination.

**Heart**

Drinking a lot over a long time or too much on a single occasion can damage the heart, causing problems including:

- Cardiomyopathy – Stretching and drooping of heart muscle
- Arrhythmias – Irregular heartbeat
- Stroke
- High blood pressure

Research also shows that drinking moderate amounts of alcohol may protect healthy adults from developing coronary heart disease.

**Liver**

Heavy drinking takes a toll on the liver, and can lead to a variety of problems and liver inflammations including:

- Steatosis or fatty liver
- Alcoholic hepatitis
- Fibrosis
- Cirrhosis

**Pancreas**

Alcohol causes the pancreas to produce toxic substances that can eventually lead to pancreatitis, a dangerous inflammation and swelling of the blood vessels in the pancreas that prevents proper digestion.

**Cancer**

Drinking too much alcohol can increase your risk of developing certain cancers, including cancers of the:

- Mouth, Esophagus, Throat, Liver, Breast

**Immu**

Imune System

Drinking too much can weaken your immune system, making your body a much easier target for disease. Chronic drinkers are more liable to contract diseases like pneumonia and tuberculosis than people who do not drink too much. Drinking a lot on a single occasion slows your body’s ability to ward off infections – even up to 24 hours after getting drunk.
Drug's Effects on the Body

HALUCINOGENS

Hallucinogens, such as DMT, LSD, psilocybin (magic mushrooms), and peyote (mescaline), may all differ slightly in short-term effects and intensity of intoxication, but overall, they elicit many of the same mind-altering side effects.

Possible short-term effects of hallucinogens include:

- Hallucinations, Synesthesia, or mixing of senses, Intensified perceptions, Significant anxiety or depression, Increased heart rate, Heart palpitations, Dilated pupils, Blurred vision Excessive sweating, Tremors Paranoia, Impaired judgment, Impaired motor control.

Hallucinogen intoxication is commonly referred to as a “trip,” and a negative experience is called a “bad trip.” Tripping on a hallucinogen may increase the risk of suicide, although it is rare.

OPIATES

Using opiates, such as heroin or prescription painkillers, like Vicodin, Percocet, and OxyContin, can be particularly dangerous because it often leads to respiratory depression. Heroin is usually injected or snorted (and sometimes smoked), while opiate painkillers are most often taken orally, yet may also be crushed and snorted, or mixed with liquid solution and injected.

Some side effects typical of opiates include:

- Euphoria followed by apathy, Dysphoria or unease, Nausea, Vomiting, Pinpoint pupils, Itching skin, Inattention to the environment, Slowed thinking and movements, Attention problems, Memory impairments, Drowsiness, Slurred speech, Coma.

Drowsiness experienced by an opiate user is often called “being on the nod.” The decreased breathing rate caused by opiate intoxication can result in oxygen deficiency and overdose.
BARBITURATES

Barbiturates, such as phenobarbital, are prescription sedatives that depress the central nervous system and induce sleep or reduce anxiety. They have largely been replaced by benzodiazepines, due to the severe side effects and risk of dependence associated with barbiturate use. Users may take more pills than prescribed or inject the drug to achieve increased euphoria or pleasure. Barbiturate abuse can result in the following short-term effects:

- Mood swings, Poor judgment, Cognitive dysfunction, Confusion, Drowsiness, Sedation, Slurred speech, Trouble with coordination, Unsteady gait, Uncontrolled eye movements, Stupor, Coma.

Barbiturate’s short-term effects can resemble those of alcohol intoxication, particularly the blackouts or episodes of amnesia. Further, barbiturate abuse increases the risk of suicidal ideation or attempts.

INHALANTS

Inhalants are everyday household products, such as cleaning fluids, spray paint, glue, and markers. Users typically inhale the chemicals through the mouth or nose, either directly or from a soaked rag. Sometimes individuals inhale the chemical from a plastic bag or balloon. These drugs are often abused by children or adolescents because they are so easily accessible. The short-term effects of inhalants are short-lived, only lasting a few minutes. The possible side effects of inhalant abuse include:

- Euphoria, Apathy, Lethargy, Poor judgment, Dizziness, Nausea or vomiting, Hallucinations, Delusions, Blurred vision, Slurred speech, Impaired coordination, Muscle weakness, Slowed or delayed reflexes, Slow movement and thought, Tremors, Stupor, Coma.

Even short-term use of inhalants can have fatal consequences. People who inhale from a closed container, such as a plastic bag, may experience unconsciousness, coma, and death. There is also a condition called “sudden sniffing death” that may occur shortly after inhalant use that is likely due to resulting irregular heartbeats or a heart attack.
Counseling Services

Holmes Community College counselors will assist students in obtaining information helpful in solving problems created by illicit drug or alcohol abuse.

If students at Holmes Community College have problems, a crisis, or other needs for help that require more intensive clinical intervention than is available on a campus setting, counselors will assist in arranging for services with outside agencies or private practitioners.

Community Mental Health Centers

Canton – 601-859-8371
Carrollton – 662-237-6690
Charleston – 662-647-3240
Eupora – 662-258-8147
Greenwood – 662-453-6211
Grenada – 662-226-1112
Jackson – 601-321-2400
Lexington – 662-834-1709
Winona – 662-283-2529

Alcoholism & Drug Abuse Information & Treatment Centers

Catholic Charities, Jackson – 601-355-8634
COPAC, Brandon – 601-829-2500
Country Oaks Recovery Center, Jackson – 601-922-0366
Falkner & Weeks (outpatient only), Greenwood – 455-5465
Forrest General Hospital (Pine Grove), Hattiesburg – 601-288-2273
Friends of Alcoholics, Flora – 601-362-4275
Harbor House, Jackson – 601-336-1017
New Life for Women, Jackson – 601-355-2195
North MS Medical Center, Tupelo – 662-377-3000
North Sunflower County Hospital, Ruleville – 662-756-2711
Parkwood Behavioral Health, Olive Branch – 662-895-4900
Parkwood BHS (assessments only), Grenada – 662-227-9733
Merit Health River Region Behavioral System, Vicksburg – 601-883-3838
St. Dominic Behavioral Health Services, Jackson – 601-200-3090
St. Dominic BHS (free mobile assessments), Northeast MS – 877-803-1558
Shane Viner, LPC, LMFT, Grenada – 662-226-3762
CAMPUS THREE YEAR CRIME STATISTICS

This information is presented pursuant to the requirements of the Crime Awareness and Campus Security Act of 1990 (P.L. 101-542, as amended by P.L. 102-26 and P.L. 102-235).

During the periods indicated, the following offenses were reported to have occurred on Holmes Community College Campuses:

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<td>0</td>
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<td>n/a</td>
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</tbody>
</table>
During the periods indicated, the following offenses were reported to have occurred in residence halls:

<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>Murder</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Manslaughter by Negligence</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Sex Offenses (forcible/ non-forcible)</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Burglary</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Larceny/ Theft</td>
<td>3</td>
<td>1</td>
<td>4</td>
</tr>
<tr>
<td>Simple Assault</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Intimidation</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Vandalism/ Destruction of Property</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
</tbody>
</table>
## Hate Crimes:

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<tbody>
<tr>
<td>Murder</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
<td>0</td>
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<td>0</td>
<td>0</td>
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</tr>
<tr>
<td>Manslaughter by Negligence</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Robbery</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<td>0</td>
<td>n/a</td>
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<tr>
<td>Sex Offenses:</td>
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<tr>
<td>Forcible- Non Forcible</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
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<tr>
<td>Burglary</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
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<tr>
<td>Motor Vehicle Theft</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<td>0</td>
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<td>0</td>
<td>0</td>
<td>n/a</td>
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<td>0</td>
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<tr>
<td>Arson</td>
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<td>0</td>
<td>0</td>
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<td>0</td>
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<td>0</td>
<td>n/a</td>
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<td>0</td>
</tr>
<tr>
<td>Larceny/Theft</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
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</tr>
<tr>
<td>Simple Assault</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
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</tr>
<tr>
<td>Intimidation</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<td>0</td>
<td>0</td>
<td>0</td>
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<td>0</td>
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<tr>
<td>Vandalism/ Destruction of Property</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<td>0</td>
<td>n/a</td>
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During periods indicated, arrests were made for the following crimes that were reported to have occurred:

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<td>Liquor law Violations</td>
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<tr>
<td>Drug Abuse Violations</td>
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<td>2</td>
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<td>0</td>
<td>1</td>
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<td>n/a</td>
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<tr>
<td>Weapon Possession</td>
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<td>0</td>
<td>0</td>
<td>0</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
<td>0</td>
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</table>

During periods indicated, the following incidence were referred for disciplinary action:

<table>
<thead>
<tr>
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<tbody>
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<td>Liquor law Violations</td>
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<tr>
<td>Drug Abuse Violations</td>
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<td>0</td>
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<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Weapon Possession</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<td>0</td>
<td>n/a</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
During periods indicated, the number of Fires on campuses:

<table>
<thead>
<tr>
<th></th>
<th>Goodman</th>
<th>Ridgeland</th>
<th>Grenada</th>
<th>Attala</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRES</td>
<td>2014</td>
<td>2015</td>
<td>2016</td>
<td>2014</td>
</tr>
<tr>
<td>Injuries</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Deaths</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Property Damage</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>TOTALS</td>
<td>n/a</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

This information is provided to all current students and employees and, upon request, to any applicant for enrollment or employment.

VAWA Offenses On Campus

<table>
<thead>
<tr>
<th></th>
<th>Goodman</th>
<th>Ridgeland</th>
<th>Grenada</th>
<th>Attala</th>
</tr>
</thead>
<tbody>
<tr>
<td>Domestic Violence</td>
<td>0</td>
<td>0</td>
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<td>0</td>
</tr>
<tr>
<td>Dating Violence</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Stalking</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
Faculty, Staff and Students are strongly encouraged to report all crimes, emergencies, and safety issues to the Holmes Community College Campus Police located where you are immediately. Campus Police Officers are the primary responders to any emergency or criminal situation on campus. To report an emergency or crime, please call your campus police department.

Goodman   (601) 940-0089/ (662) 472-9043 (24 hours a day)
Grenada   (662) 227-2334/ (662) 809-6845 after hours 911
Ridgeland (601) 605-3333

Please be prepared to provide your name, location and telephone number. An operator or an officer will direct the appropriate response to your emergency. E-mail is not an effective method of reporting crimes in progress, as an e-mail is not continuously monitored throughout the day.

JURISDICTION AND AUTHORITY

Jurisdiction

Holmes Community College Campus Police (HCCCP) have legal jurisdiction on all (3) three campuses and 500 feet adjacent to said campuses according to state law. In the event of an emergency, other law enforcement entities may be asked for their assistance such as: Holmes County Sheriff's Department, Goodman Police Department, Grenada Sheriff's Office, Grenada Police Department, Madison County Sheriff's Department, Ridgeland Police Department, Madison Police Department and/or state and federal agencies. Campus Police are authorized to write state traffic citations, take reports and conduct criminal investigations within the boundaries of Holmes Community College property.

Authority

All campus police and security guards will exercise their authority while in performance of their duty on any of the facilities under the direction or control of Holmes Community College and public property immediately adjacent to such facilities; will be required to dress in uniforms prescribed by Holmes Community College; and will be authorized to carry weapons. Employees designated as campus police shall be duly sworn and vested with authority to bear arms and make arrests, and shall exercise primarily the responsibilities of the prevention and detection of crime, the apprehension of criminals, and the enforcement of policies of Holmes Community College. Employees designated as campus police shall be considered law enforcement officers within the meaning of Section 45-6-3.
Holmes Community College is committed to the immediate response and investigation to any student that becomes missing. Any person whom believes a student to be missing from the Holmes Campus as a result of foul play or incident or missing for more than 24 hours should immediately report the student missing to the College Police Office located at their facility. The College Police is the designated FEDERAL MISSING PERSON COMPLAINT RECEIVING AGENCY. The College Police will conduct an investigation into the matter and upon substantiation that a student is missing notifies as appropriate the following College Officials: The Campus Chief of Police, Director of Public Safety, Chief Student Services Officer, District Student Services Officer and the Office of the College President. The College Police will also notify the Municipal and County Law Enforcement Agencies in the area around the location of the college from which the student is missing as quickly as possible to begin Mutual Law Enforcement Operations to locate the student.

The College Police will assign the Missing Student Report to the designated investigator at the appropriate Campus or Center Police Operations Center.

Failure to report a Missing Student to the designated reporting authority is a violation of federal law.
Included in this document are the following policies:

ACTION PLANS

- Fire
- Bomb Threat
- Full Campus Evacuation
- Earthquake
- Active Shooter or Armed Intrusion
- Severe Weather or Tornado
- Minor Accidents, Sickness, and Injury
- Physical Plant (Facility Problems)
- OSHA
- Campuses Contact Numbers
ACTION PLANS PROGRAM

While the college cannot anticipate any and all emergencies it can reduce to a few plans the things we do to respond to those emergencies as a college. The college has developed four distinct action plans for any hazard we may face. They are as follows:

**ACTION PLAN 1 – Evacuate Building**

Using the building fire evacuation procedures we will evacuate the building to the nearest exit, stay in a group and remain 300 feet or more from the building to allow emergency personnel to work.

**ACTION PLAN 2 – Evacuate the Campus or larger area**

Using the full campus evacuation procedure in this policy we will follow instructions of emergency personnel and college officials for either a personal evacuation by private car or an assisted evacuation by college or public transportation. Flexibility is critical in a full evacuation as routes may be altered to the type and scope of the emergency.

**ACTION PLAN 3 – Lockdown the campus**

In the event of an armed intruder or shooter on the campus the college will lock down its facilities using the procedure in this policy. It is critical in such a case you follow every instruction to maximize the safety of everyone and denying the gunman victims or hostages. Even if you know the gunman you should not intervene unless asked by the law incident commander or college official.

**ACTION PLAN 4 – Shelter from Severe weather**

When notified of a severe weather event follow weather procedures and official instructions.
FIRE

(Action Plan 1- evacuate building[s])

When a fire is discovered in any building on campus, take the following steps immediately.

1. Warn others. Sound the fire alarm immediately. The fire alarms consists of pull alarm boxes.

2. Leave the building by following the Emergency Evacuation Plan. DO NOT USE ELEVATOR.

Close all classroom/office doors as you exit the building.

3. Once outside, proceed to a clear area that is at least 500 feet away from the affected building.

4. Stay with your class/group to insure that each member is present and accounted for.

5. Keep streets, fire lanes, hydrant areas, and walkways clear for emergency vehicles and personnel.

DO NOT approach working firefighters.

6. DO NOT return to an evacuated building unless told to do so by a college official.
BOMB THREAT

(Action Plan 1 evacuate building or AP2 entire campus)

Do not treat a bomb threat as a joke!

1. REPORT

If you receive a telephone call reporting a bomb threat, get as much information as possible and report the threat immediately to the College Police Department on campus. The College Police will coordinate the response of other Police, Fire, and EMS agencies and then conduct a search of any buildings or grounds if the threat is deemed credible.

2. EVACUATE

When told to evacuate (action plan 1), everyone must leave the building immediately without exception. USE the fire evacuation plan for exiting quickly. Stay with your class or other organized group as you exit the building.

3. COUNT

Once outside, stay with your class/group to insure that each member is present and accounted for.

4. STAY AWAY

Stay at least 500 feet away from the building in a safe area. Do not return to the building for any reason until instructed to do so by a college official.
FULL CAMPUS EVACUATION

(Action Plan 2)

In the event of an emergency that requires the evacuation the entire campus. You will be advised over the campus emergency notification horns. In your car you should tune to an Emergency Broadcast Radio Station for information and instruction where immediate access to College or Police officials is not practical or safe. FOLLOW all instructions from Emergency Personnel, Law Enforcement Officers or College Officials. Evacuation routes will depend on location of the emergency and transportation may be provided out of the area.

Campus Evacuation Points: (unless effected by the emergency)

Goodman Campus:
1) Main Entrance Coliseum
2) Motel Dorm Parking Lot
3) Student Center “the canteen”

Grenada Campus:
1) Main Entrance Academic building
2) Main Entrance Tech Building
3) Upper level parking lot Library

Ridgeland Campus:
1) Ridgeland Hall South Entrance
2) McGowan Workforce Training Center Main Entrance
3) Student Union and Bookstore West Entrance
4) Madison Hall West Sunnybrook Entrance
5) Library South W. Ridgeland Ave. Entrance

Method of Evacuation: 1) Private vehicles 2) College vehicles 3) Public Transportation
EARTHQUAKE

(Action Plan 2- evacuate campus)

An earthquake may start with gentle or VIOLENT shaking and may increase in intensity to the point that it is hard to stand. Earthquakes can be followed by aftershocks as strong as or stronger than the original quake. Remember that most earthquakes last only a few seconds. Do not try to run because you could be thrown down.

1. If you are indoors, stay there. Get under a desk or table or stand in a doorway or corner. Until the shaking stops, stay clear of windows, bookcases, cabinets, mirrors, or anything that could be thrown on you.

2. Once the shaking has stopped, leave the building by following the Emergency Campus Evacuation Plan. (DO NOT USE ELEVATOR)

3. As you leave the building, be watchful of debris, broken gas lines, fallen electrical wires and other damages.

4. If you are outdoors, move quickly into the open away from any buildings, trees, walls, and power lines.

5. Once the shaking has stopped, do not approach or enter any building. Wait for instructions from school officials, Emergency personnel, or announcements from local radio stations.
ACTIVE SHOOTER OR ARMED INTRUSION

(Action Plan 3- Lockdown)

Overhead Siren will sound a Start/Stop style air horn.

RUN/HIDE/FIGHT

If you see a person on campus with a gun, seek shelter and report it immediately to College Police or 911. If you witness or hear a shooting, seek shelter FIRST and report it immediately to College Police or 911.

In the event of a shooting on the campus or a campus-wide emergency announcement of “lockdown

(Action Plan 3)” Students, employees and guests should take the following actions:

Classrooms: Remain in place and LOCK the classroom. Move away from windows and doors. Get behind sturdy furniture or desks. Close Blinds and cover door windows if possible. Await instructions from the College Police. **DO NOT UNSECURE YOUR ROOM AT ANY TIME.**

Hallways and Sidewalks: Seek shelter in a classroom or other “safe” lockable location. Await instructions.

Open Areas: RUN from the area use vehicles or sturdy objects as protection. If unable to flee lie flat and stay close to the ground. If you encounter Law enforcement keep your hands high and visible.

If you are in the path of the shooter: Seek shelter in a lockable area or behind sturdy cover as quickly as possible for yourself and others. Try and remain in groups so that evacuation is easier. **DO NOT APPROACH THE SHOOTER OR RESPONDING LAW ENFORCEMENT.**

In all cases, remain in place while it is safe to do so until you are evacuated by Law Enforcement or Emergency personnel, either physically or by instruction.

Local and Campus Law Enforcement will engage the shooter directly; enforce the lockdown and secure the campus. Follow all instructions of any law enforcement officer and keep your hands visible.

**DO NOT CONFRONT A SHOOTER OR ATTEMPT TO STOP THEM even if it is someone you know.**
SEVERE WEATHER OR TORNADO

(Action Plan 4 – Shelter)

Overhead Siren will sound a long steady tone followed by verbal notice.

The campus will be alerted of serious weather conditions by the campus emergency notification system, County Emergency Management Agency or National Weather Service.

1. Move out of rooms quietly into a hallway. In buildings without hallways, move to the interior of the building away from items that may fall or be thrown about.

2. Close all classroom/office doors, making sure no one is left in the room.

3. Remain in hall or interior room until contacted by a college official.

4. Report anyone missing or injured to a college official or emergency personnel immediately

PHYSICAL PLANT (Building Problems)

1. Electrical/Light Fixture, Plumbing Failure: Stay clear of the problem area. Turn off water and switch off lights

2. Gas Leaks: STOP all operations. Do not touch light switch or electrical equipment as this can cause an explosion. EVACUATE the building.

3. Ventilation Problems: If smoke or foul odors are detected coming from the ventilation system, evacuate the building.

***Call Maintenance or College Police Department
MINOR ACCIDENTS, SICKNESS, AND INJURY

Holmes Community College does not employ Emergency Medical Rescue personnel. However, MINOR first-aid treatment is available from the Administrative Offices. In case of sickness or injury of a more severe nature, contact the Administration or Campus Police. In an emergency situation, local Fire Rescue or Ambulance will be contacted. A personal emergency contact will be notified if known. Students are encouraged to avail themselves of local health services whenever necessary. These include nearby doctors’ offices and local hospitals. Expenses for all medical treatment are the responsibility of each individual student, employee, or campus guest.

College employees should follow the Universal Precautions in Handling Body Fluids as recommended by the Center of Disease Control and required by OSHA, i.e., wear rubber gloves and dispose of supplies properly.

The general health and safety of all students, employees, and guests is important. Serious violations of Holmes Community College Emergency Operations Plan and Health and Safety Policy and Procedures will result in the violator’s immediate removal and/or disciplinary action from the campus or college as a whole. Health and safety violations are the most serious offenses against the college community.

FALSE INFORMATION: Making a false statement to Law Enforcement officers, making a threat or calling in a hoax fire or bomb threat is a crime and will result in your arrest, school disciplinary action and possible jail time. Your safety and that of others are paramount to the College Administration and Police. Please cooperate in making Holmes Community College a safe environment for all.

IF AN EMERGENCY OF ANY TYPE OCCURS, CONTACT THE COLLEGE POLICE DEPARTMENT ON YOUR CAMPUS IMMEDIATELY.

CAMPUS POLICE DEPARTMENTS:

GOODMAN  (601)940-0089/ (662)472-9043 (24 hours a day)
GRENADA  (662)227-2334/ (662)809-6845 after hours 911
RIDGELAND (601) 605-3333 after hours 911 or 601-856-2121 (Ridgeland Police)

Administrative calls (Mon – Fri) 8a – 3:30p

Goodman – (662) 472-2312

Grenada – (662) 226-0830

Ridgeland – (601) 605-3300
On-Campus Resources

Police Services: All Emergencies/Disasters: Tel. DIAL 911

Goodman 601-940-0089 (662) 472-9043 (open 24 hrs)
Grenada 662-227-2334 (662) 809-6845 (open 7a - 11p M-F)
Ridgeland 601-605-3333 (601) 503-7589 (open 7a – 11p M-F)

Chris Dill, Director of Public Safety – District  (601) 605-3363
Wayne Miley, Center Police Chief, Grenada (662) 809-6845
Tony McDaniel, Campus Police Chief – Goodman (601) 940-0089
Chris Dill, Campus Police Chief, Ridgeland (601) 605-3363

Fire Services

The fire services provide firefighting capabilities and have overall responsibility to provide Emergency Medical Services, including First Aid, evacuation, and transport of injured persons.

Local Fire Department – 911

Goodman: (662)834-1511  Grenada: (662)226-1421  Ridgeland: (601)856-7004

Facilities Management - Provides the following emergency services:

- Utilities: Repairs to water, gas, electric and sewage systems.
- Structures: Repairs to structures and mechanical equipment, including HVAC systems.
- Equipment: Portable pumps, generators, floodlights, welders, air compressors, etc.
- Transportation Services (Buses/Vans/Trucks)

Joey Netherland, Maintenance Engineer Goodman (662) 472-9114
Marshall McCain, Facilities Director  Ridgeland (601) 605-3305
Trent Little, Facilities Director  Grenada (662) 227-2352

Student Services and Food Service

Student Services can provide limited items such as temporary housing, bedding, sanitary facilities, and food to support emergency situations.

Andy Wood, Campus Director (Goodman)  (662) 472-9024

Field House Facilities:

The Field house and other facilities may be utilized as temporary housing, dining, or storage facilities during an emergency. Head Coach Jeff Koonz

Information Technology - Kevin Baker  (662) 472-9122

Information Technology provides computers, telephones and communications back-up resources, and can contact outside contractors to restore communications services.

Purchasing Department – Rosemary Self  (662) 472-9079
Counseling Services

RDG- Pamela Fells (601) 605-3302
GRE- Kathryn Cox (662) 227-2325
GDM- Dr. Jackie Hale (662) 472-9144

Human Resources - Julia Brown, Director (662) 472-9013

Communications Office

The Communications Office provides media support services.

Steve Diffey – District Director (662) 472-9067

Miscellaneous/Others

College Administration

Goodman Campus Administration
Main Tel. (662) 226-0830
Alt. Tel. (662) 472-9013
Dr. Jim Haffey, President (662) 472-9013
Andy Wood, Campus Director (662) 472-9024
Dr. Jenny B. Jones, Academic Director (662) 472-9174
Dr. Thomas L. Jones, Career/Technical Director (662) 472-9057

Attala Center Administration
Dr. Jenny B. Jones, Director (662) 290-0808

Grenada Campus Administration
Main Tel. (662) 226-0830
Michelle Burney, Campus Vice-President (662) 227-2304
Dr. Myra Harville, Assist campus Director (662) 227-2322

Ridgeland Campus Administration
Main Tel. (601) 605-3300
Dr. Don Burnham, Campus Vice-President (601) 605-3301
Dr. Amy Whittington, District Director Career-Tech (601) 605-3313
Dr. Tonya Lawrence, Academic Dean (601) 605-3413
Off-Campus Resources

Local Police Department

Emergency #: 911

Goodman (662) 472-2272  Grenada (662) 226-1211  Ridgeland (601) 856-2121
A/C Randy Tyler – SWAT

County Sheriff

Holmes (662) 834-1511  Grenada (662) 226-2721  Madison (601) 859-2345

State Police (601) 987-1212 From ANY Cell Phone (*HP)

Fire Services

Emergency #: 911

See on campus services

State Fire Marshal

(888) 648 0877 (601) 359 - 3569

State/County Emergency Management Agency

Madison County EMA – Minor Norman – (601) 859-4188

Holmes County EMA – Gyrone Granderson – (662) 235-5126

Grenada County EMA – Trebia Rodgers- (662) 226-1076

MEMA – Jennifer Skelton – (601) 933-6362 (800) 222-6362

State Health and Environmental Services

MDEQ – (601) 961 – 5171 (888) 786-0661

State Department of Nuclear Safety – refer to Office of Homeland Security

Mississippi Office of Homeland Security (601) 346-1499
Jim Brinson WMD Coordinator
American Red Cross Disaster Services

State Emergency Services – (601) 353-5442

Miscellaneous/Others

Name of Resource: Entergy
Main Tel. # 1-800-968-8243   Alt Tel. # 1-800-368-3749

Name of Resource: ATMOS GAS
Main Tel. # 1-866-322-8667   Alt Tel. # 1-888-286-6700

Name of Resource: AT&T Land Services
Main Tel. # 1-800-288-2020

Name of Resource: MS Department of Transportation
Main Tel. # (601) 359-7001

Name of Resource: ________________________________
Main Tel. #_________________________ Other/Alt Tel. #_________________________
Contact Name 1: ___________________________ Ext. # _____
Contact Name 2: ___________________________ Ext. # _____

Name of Resource: ________________________________
Main Tel. #_________________________ Other/Alt Tel. #_________________________
Contact Name 1: ___________________________ Ext. # _____
Contact Name 2: ___________________________ Ext. # _____
Included in the statistical part of this annual report is the college’s statistical report on the incidence of fires reported and occurring in student housing. All fire incidents occurring in student housing are required to be reported to the Director of Housing who provides this information to the Dean of Students for reporting. Every effort is made to see that fire preparedness and fire alert/detection equipment is operational at all times. Those buildings that are equipped with automatic fire suppression are tested regularly as required.

Fire Drills in student housing are conducted once per semester.

Fire response to student housing is provided by the Goodman Fire Department and is not a college administered agency.

Fire response like all other campus emergencies is included in the Emergency Protocols poster.

Incidents or concerns should be addressed to the Director of Student Housing on the Goodman campus.

### Annual Fire Safety Report

During periods indicated, the number of reported Fires on Goodman Campus:

<table>
<thead>
<tr>
<th>Goodman Dormitories</th>
<th>2014</th>
<th>2015</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRES</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Injuries</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Deaths</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Property Damage</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>TOTALS</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
Description of Fire Protection Equipment (On-Campus Housing):

<table>
<thead>
<tr>
<th>Dorm</th>
<th>Fire Alarm System</th>
<th>Sprinkler</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attala Hall</td>
<td>Mircom 350</td>
<td>with sprinkler system</td>
</tr>
<tr>
<td>Yazoo Hall</td>
<td>Simplex 2001</td>
<td>with sprinkler system</td>
</tr>
<tr>
<td>Grenada Hall</td>
<td>ESL 1500</td>
<td>with sprinkler system</td>
</tr>
<tr>
<td>Cook Hall</td>
<td>Edwards 6616</td>
<td>none</td>
</tr>
<tr>
<td>Choctaw Hall</td>
<td>Mircom 3500</td>
<td>none</td>
</tr>
<tr>
<td>Webster Hall</td>
<td>Secutron 2944</td>
<td>none</td>
</tr>
<tr>
<td>Motel</td>
<td>ESL 1500</td>
<td>none</td>
</tr>
</tbody>
</table>

Fire extinguishers are located throughout all buildings on Holmes Community College campuses.

**Disclaimer:** If anyone is interested, this 2017 year edition is in place of the 2016 edition due to a misunderstanding in what year should be listed. The series is correct now.
HOLMES COMMUNITY COLLEGE EMERGENCY PROTOCOLS
CALL 911

MEDICAL EMERGENCY
• Call 911 IMMEDIATELY DO NOT WAIT.
• Render first aid or other assistance if you are trained to do so.
• Report all medical emergencies, accidents, or injuries to the COLLEGE POLICE.
• AEDs (defibrillators) are located on each campus through the COLLEGE POLICE.

TORNADO WARNING
• LISTEN for siren (long steady tone). DO NOT WAIT FOR VERBAL INSTRUCTION.
• SHELTER using an interior hallway or room staying away from glass windows and doors.
• STAY sheltered until advised by College Police.

HOSTILE/ DISRUPTIVE BEHAVIOR
• Stay Calm! Get YOURSELF and OTHERS away from the problem area and call 911.
• Do not confront the subject or block his/her exit as it could be dangerous.
• Get to an area where you can lock the door. Follow LOCKDOWN procedures.

BOMB THREAT
• If you observe a suspicious device do not touch or move it.
• Clear the area and call 911 immediately.
• If you are advised of a bomb by phone:
  - ask the caller where, when, how and why the bomb was placed.
  - Note the age, gender, speech, attitude, noises, accent, or any identifiers.
  - Record the caller ID information from your phone.
• If advised of a suspicious package in writing or e-mail:
  - Try not to handle the letter, save the original.
  - Immediately contact college police.

CAMPUS LOCKDOWN
• LISTEN CAREFULLY when the Overhead SIREN sounds (a Start and Stop Horn). The ALERT will be followed by an announcement over the outdoor siren system.
• REACT IMMEDIATELY & SHELTER yourself in a lockable area such as any classroom or lock equipped office.
• LOCK doors, close blinds, cover windows, turn off lights and stay down on the floor.
• STAY away from windows and doors. Silence cell phones.
• Use room furnishings as barricades to get behind if possible.
• If you are in a Hallway or Lobby go to the nearest office or classroom.
• If outside get to the nearest solid cover and stay down flat.
• RUN AWAY from the sound of gunfire. DO NOT TRY AND HELP!
• Keep hands visible to responding police. DON'T PUT HANDS IN POCKETS.
• DO NOT UNLOCK THE DOOR FOR ANYONE. Opening doors endangers everyone inside.
• YOUR AREA WILL BE CLEARED BY POLICE and you will be escorted to safety or given the all clear.

FIRE ALARM/BUILDING EVACUATION
• THE FIRE ALARM SOUNDING indicates a fire or building evacuation.
  * EVERYONE MUST EVACUATE. There may be no additional warning.
• Do not assume the alarm is false, always EVACUATE.
• If you see fire or smoke before an alarm, activate the nearest alarm station.
• Do Not Use ANY Elevator. Always use stairs. Assist Elderly or Disabled.
• CLASSES should stay together outside at least 200 feet away or further if directed.

REPORT ALL INCIDENTS AND SUSPICIOUS PEOPLE TO COLLEGE POLICE.
Goodman Campus 601-940-0089
Ridgeland Campus 601-605-3333
Grenada Center 662-809-6845