

DAYTONA STATE COLLEGE

# 2023-2024

## Annual Security and Fire Safety Report

Published October 2023



Advanced Technology College



Daytona Beach



DeLand



Deltona



Flagler/Palm Coast



News-Journal Center



New Smyrna Beach/Edgewater



## Table of Contents

A Message from the President .....	2
From Campus Safety .....	3
The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act .....	4
About the “Clery Act” .....	5
The Violence Against Women Act (VAWA).....	6-7
Campus Safety Authority and Relationship with Law Enforcement .....	8
Reporting Crimes and Other Emergencies .....	9-10
Disclosure to Victims of Crimes of Violence or Non-forcible Sex Offense/Sexual Offender/Predator Registration.....	11
Sexual Misconduct and Interpersonal Violence.....	12-14
Equity.....	15
Title IX.....	16
Immediate Steps To Take for Victims of Sexual and Interpersonal Violence .....	17
Could You Be in an Abusive Relationship?.....	18
Safety Steps/Abusive Relationship .....	19-20
If You Believe You Are Being Stalked .....	21
Reporting Sexual Misconduct and Interpersonal Violence.....	22
Protective Measures .....	23
Privacy and Confidentiality.....	24-25
Summary Resources for Survivors of Sexual Misconduct and Interpersonal Violence.....	26-28
Investigation of Sexual and Gender-Based Harassment, Sexual Assault, Domestic Violence, Dating Violence and Stalking.....	29
Student Disciplinary Procedures .....	30-32
Community Education and Awareness.....	33-34
Be an Active Bystander.....	35-36
Reporting Child Abuse .....	37-38
How to Report Abuse or Neglect .....	39-40
Timely Warnings .....	41
Notification of Immediate Threat.....	42-43
Responding to Emergencies/Publicly Accessible Automatic Electronic Defibrillators (AEDs).....	44
Evacuation/EVAC Chair Locations.....	45-46
Shelter In Place Procedures/Lockdown in Your Area .....	47-48
Access to College Facilities .....	49
Crime Prevention and Safety Tips.....	50-51
Missing Student Notification Policies and Procedures.....	52-53
Drug and Alcohol Policies.....	54-55
Drug and Alcohol Abuse Prevention and Support Activities and Initiatives.....	56-57
Drug and Alcohol - Health Risks and Resources.....	58-59
Weapons Policies.....	59
<b>Crime Statistics.....</b>	<b>60-64</b>
Daytona State College Annual Fire Safety Report.....	65-67

Daytona State College prohibits discrimination and provides equal access, equal educational opportunity and equal employment opportunity to all persons regardless of age, color, disability, ethnicity, genetic information, gender, marital status, national origin, political affiliation, pregnancy, race, religion, sex, sexual orientation and veteran status. If you have any questions or concerns regarding equity or equal access, contact Cerese Ramos, Vice President of Student Development & Student Equity Officer, (386) 506-3000, ext. 3840 or Cerese.Ramos@DaytonaState.edu. The Office of Equity is located at 1200 W. International Speedway Blvd., Daytona Beach, FL 32114.

# A Message from the President

## COLLEGE MISSION STATEMENT

The mission of Daytona State College is to advance teaching, learning and innovation. Daytona State College, a comprehensive public college, provides access to a range of flexible programs, from community enrichment to the baccalaureate degree, emphasizing student success, embracing excellence and diversity, as well as fostering innovation to enhance teaching and learning.



## Safety First!

Daytona State College has always placed the safety of our students, faculty, staff, and visitors to our campuses as a top priority. We take a proactive approach to critical campus safety areas, including:

- Emergency preparedness through drills and planning;
- Timely communication via an annual security report, DSC text/email/phone alerts;
- FalconSafe, our free mobile app for faculty, staff and students that provides features such as Campus Safety panic button, one-click contact for 911 and Campus Safety dispatchers, local emergency contacts, real-time location tracking services for family and friends, report a tip, campus maps, plus other emergency resources;
- Partnerships with local law enforcement agencies;
- Safety training and educational opportunities for employees and students;
- FEMA certifications for management and safety teams.

The Campus Safety Department staff takes every precaution to keep us from harm's way. We're also proud of our community partners, who help by being aware and alerting us to emergency situations. The safety of our students, employees and visitors is essential to providing the high-quality education our communities deserve, and it is up to all of us to ensure a safe and peaceful college environment.

If you see something, say something. Please stay alert to your surroundings on campus and call Campus Safety if needed at (386) 506-4444.

Thank you,

**Thomas LoBasso, Ed.D.**

President, Daytona State College

# A Message From Campus Safety

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The Daytona State College 2023-2024 Annual Security and Fire Safety Report is produced in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act.

You'll learn more about this important federal law as you read this document. Daytona State College helps you maintain your personal safety by sharing information you can use to reduce your chances of becoming the victim of a crime or accident. We believe that an informed college is a safer college.

The information provided here is intended to inform, advise and alert you about Daytona State policies and procedures concerning your safety and security.

The Campus Safety Department is committed to providing quality security and safety services to all students, faculty, staff and visitors who utilize our institution. Through daily interaction and personalized service, the department strives to support the college's mission, ensuring a positive experience for all.

Located at all Daytona State campuses, our friendly and helpful Campus Safety officers are available for information, assistance and service. They are trained in conflict resolution, emergency response, CPR/first aid and handling medical emergencies, protecting campus personnel and property, and customer service.

A Campus Safety officer's badge is a symbol of public faith, and he/she shall place this trust at the highest level. Do not hesitate to contact Campus Safety whenever you need help or more information about one of our services.

Please take time to familiarize yourself with the information in this document. It will help you contribute to the college's efforts to create and maintain a safe environment in which we can live, study and work.

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

Daytona State College prepares and publishes the Annual Security and Fire Safety Report each year by October 1st.

The report is available on our website at [DaytonaState.edu/safety-and-security/files/annual-security-report.pdf](https://DaytonaState.edu/safety-and-security/files/annual-security-report.pdf) and in print upon request at our Campus Safety offices or by mail. Links to the online report are also provided on the DaytonaState.edu Campus Safety and Human Resources web pages.

Prepared in cooperation with local law enforcement agencies, the Annual Security and Fire Safety Report contains the previous three years' worth of statistics for all fires known to have occurred in on-campus student housing and certain categories of crimes reported to have occurred on any Daytona State College campus, on public property within or immediately adjacent to campus, at off-campus buildings or property owned or controlled by the College, or at any College-sponsored event. The report also includes College policies, procedures and programs pertaining to safety and security, including how to report crimes and emergencies, how the College responds to critical incidents and notifies the campus community about immediate and ongoing threats, where survivors of sexual misconduct and interpersonal violence can find assistance and resources, fire safety systems and policies in our Student Residence Hall, instructions for obtaining information from the Florida Department of Law Enforcement on sexual offenders and predators, and tips for being safe on campus.

Notification of the availability of Annual Security and Fire Safety Report is sent each semester via email to all current Daytona State College students and to all employees upon the publication of each new annual report by October 1st of each year. A link to the online report is published in the Student Handbook. Printed notices of the availability of the Annual Security and Fire Safety Report are distributed in public areas and student services offices on all campuses and in the Human Resources office. Instruction on how to access the Annual Security and Fire Safety Report is part of the Campus Safety orientation for all new employees.

# About the “Clery Act”

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The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, named in memory of student Jeanne Clery who was slain in her dorm room in 1986, is a federal law addressing campus safety and security.

Commonly referred to as the Clery Act, this amendment requires colleges and universities that participate in Title IV student financial assistance programs to do the following:

- Collect, classify and count crime reports and crime statistics. This includes statistics for certain categories of crimes (referred to as “Clery Act crimes” ) which occur on campus, at off-campus facilities controlled by the college or university, and public property contiguous to campus. The Clery Act crime categories include Murder/Non-Negligent Manslaughter, Negligent Manslaughter, Sex Offenses (Forcible and Non Forcible), Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, and arrests and disciplinary referrals for Weapons, Alcohol and Drug Law Violations. Institutions that maintain a campus police or security department also must record all alleged criminal incidents and keep a daily crime log of these incidents that is open for public inspection.
- Issue campus alerts. To provide the campus community with information necessary to make informed decisions about their health and safety, colleges and universities must:
  - Issue a timely warning for any Clery Act crime that represents an ongoing threat to the safety of students or employees
  - Issue an emergency notification upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus
- Publish and distribute to all current and prospective students and employees an annual security report containing crime statistics and safety and security-related policy statements regarding:
  - Procedures for reporting crimes and other emergencies
  - Education and prevention programs regarding sexual violence, intimate partner violence, and stalking
  - The College’s response to reports of sexual violence, relationship and interpersonal violence, and stalking
  - Rights, resources and assistance for survivors of sexual violence, relationship and interpersonal violence, and stalking
  - College disciplinary proceedings
  - The law enforcement authority of Campus Safety personnel
  - The relationships between Campus Safety and local law enforcement agencies
  - The security of and access to campus facilities
  - How the public can obtain information on registered sex offenders
  - Crime prevention
  - Classes, programs, and events designed to increase awareness of safety and security
  - Emergency response including procedures for evacuation, sheltering in place, and notifying the campus community of an immediate threat
  - The issuing of timely warnings for crimes that may pose a serious or continuing threat to the campus community
  - Prohibition of alcohol and drug use and resources for addiction
- Submit crime statistics to the DOE. Each year Clery Act crimes must be submitted to a Web-based data collection survey maintained by the Department of Education to disclose crime statistics by type, location and year.

The comprehensive user’s guide for the survey is located online at: <https://surveys.ope.ed.gov/security>.

- In addition to the requirements listed above, institutions with any on-campus student housing facilities must disclose
  - Missing student notification procedures that pertain to students residing in those facilities
  - Fire safety information related to those facilities. This includes keeping a fire log that is open to public inspection, publishing an Annual Fire Safety Report containing policy statements as well as fire statistics associated with each on-campus student housing facility, and submitting fire statistics to ED each fall in the Web-based data collection

For more information about the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, visit [www2.ed.gov/admins/lead/safety/campus.html](http://www2.ed.gov/admins/lead/safety/campus.html)

*\*Some Title IV institutions that are “distance education-only” or foreign institutions are exempt from Clery Act requirements.*

# The Violence Against Women Act (VAWA)

In 2013, changes and additions made to the Violence Against Women Act (VAWA) included amendments to the Clery Act.

Notably, the VAWA amendments to the Clery Act:

- Require institutions to maintain statistics about the number of incidents of sexual assault, domestic violence, dating violence, and stalking, (sometimes referred to as VAWA crimes, that meet the definitions of those terms;
- Clarify the very limited circumstances in which an institution may remove reports of crimes that have been “unfounded” and require institutions to report to the Department and disclose in the annual security report the number of “unfounded” crime reports;
- Revise the definition of “rape” to reflect the Federal Bureau of Investigation’s (FBI) updated definition in the UCR Summary Reporting System, which encompasses the categories of rape, sodomy and sexual assault with an object that are used in the UCR National Incident-Based Reporting System;
- Revise the categories of bias for the purposes of Clery Act hate crime reporting to add gender identity and to separate ethnicity and national origin into separate categories;
- Require institutions to provide to incoming students and new employees and describe in their annual security reports primary prevention and awareness programs. These programs must include: a statement that the institution prohibits the crimes of sexual assault, domestic violence, dating violence and stalking, as those terms are defined in these final regulations; the definitions of these terms in the applicable jurisdiction; the definition of “consent,” in reference to sexual activity, in the applicable jurisdiction; a description of safe and positive options for bystander intervention; information on risk reduction; and information on the institution’s policies and procedures after a VAWA crime occurs;
- Require institutions to provide, and describe in their annual security reports, ongoing prevention and awareness campaigns for students and employees. These campaigns must include the same information as the institution’s primary prevention and awareness program;
- Define the terms “awareness programs,” “bystander intervention,” “ongoing prevention and awareness campaigns,” “primary prevention programs,” and “risk reduction;”

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- Require institutions to describe each type of disciplinary proceeding used by the institution; the steps, anticipated timelines and decision-making process for each type of disciplinary proceeding; how to file a disciplinary complaint; and how the institution determines which type of proceeding to use based on the circumstances of an allegation of sexual assault, domestic violence, dating violence or stalking;
  - Require institutions to list all of the possible sanctions that the institution may impose following the results of any institutional disciplinary proceedings for an allegation of sexual assault, domestic violence, dating violence or stalking;
  - Require institutions to describe the range of protective measures that the institution may offer following an allegation of sexual assault, domestic violence, dating violence, or stalking;
  - Require institutions to provide for a prompt, fair and impartial disciplinary proceeding in which:
    - (1) Officials are appropriately trained and do not have a conflict of interest or bias for or against the accuser or the accused;
    - (2) the accuser and the accused have equal opportunities to have others present, including an advisor of their choice;
    - (3) the accuser and the accused receive simultaneous notification, in writing, of the result of the proceeding and any available appeal procedures;
    - (4) the proceeding is completed in a reasonably prompt timeframe;
    - (5) the accuser and accused are given timely notice of meetings at which one or the other or both may be present; and
    - (6) the accuser, the accused, and appropriate officials are given timely and equal access to information that will be used during informal and formal disciplinary meetings and hearings.



# Campus Safety Authority and Relationship with Law Enforcement

Daytona State College employs Campus Safety officers and supervisors under the direction of the Campus Safety Director. Campus Safety officers receive training which includes CPR/AED training, FEMA National Incident Management System (NIMS) and Incident Command System (ICS) courses, training in Daytona State College Emergency Notification System, emergency response procedures, suicide prevention, crisis intervention and the safe operation of campus vehicles.

Campus Safety officers actively patrol the Daytona Beach Campus 24 hours a day and branch campuses during operational hours.

Daytona State College enjoys excellent cooperative relationships with the Daytona Beach Police Department, the Volusia County Sheriff's Office, the Flagler County Sheriff's Office and the Edgewater Police Department. Campus Safety shares with these agencies crime prevention strategies, local crime information and training information. These agencies will promptly respond to our campuses for emergencies, to complete police reports and to conduct criminal investigations. No written memorandum of understanding exists between Daytona State College and these agencies.

Campus Safety personnel are not police officers and are not empowered as such. Campus Safety officers do not have the authority to make arrests. During the course of an incident, the responding Campus Safety officer will obtain the information necessary to make a complete report for Campus Safety files. If you wish to file a police report, Campus Safety will contact the appropriate law enforcement agency to meet with you.

Daytona State College employs sworn law enforcement officers to patrol its campuses at certain times during business hours. These officers are employed under contract with the jurisdiction in which the campus is located and wear the uniforms of their law enforcement agencies while working on campus.



# Reporting Crimes and Other Emergencies

**TO REPORT AN EMERGENCY OR CRIME IN PROGRESS, CALL 911 AND THEN CAMPUS SAFETY AT (386) 506-4444. (EXT. 4444 FROM A COLLEGE PHONE)**

**TO CONTACT CAMPUS SAFETY DURING A POWER OR NETWORK OUTAGE, CALL (386) 258-7374**

## CAMPUS SAFETY OFFICE LOCATIONS

- Daytona Beach Campus  
Bailey Hall (Bldg. 540),  
Rm. 116
- Advanced Technology College  
(Bldg. 1), Rm. 106
- DeLand Campus  
Student Services Hall  
(Bldg. 7), Rm. 118
- Deltona Campus  
Fathi Hall (Bldg. 1),  
Rm. 113
- Flagler/Palm Coast Campus  
Student Center (Bldg. 3),  
Rm. 114A
- New Smyrna Beach/  
Edgewater Campus  
Bldg. 1, Rm. 132
- News-Journal Center at  
Daytona State College  
Rm. 102

All crimes in progress and emergencies should be reported by calling 911 and then Campus Safety at (386) 506-4444, (extension 4444 from a College phone).

Campus Safety can be reached by phone 24 hrs. a day, 7 days a week, including holidays and whenever the College is closed.

To reach Campus Safety during a power outage or College network service interruption call (386) 258-7374.

Please note that Campus Safety officers are not sworn law enforcement officers and are not empowered as such.

Daytona State encourages members of the College community to report all crimes to Campus Safety and pursue criminal prosecution. Campus Safety will assist a reporting party, at the reporting party's request, in contacting law enforcement.

DSC maintains a close partnership with local law enforcement. The College often has a sworn law enforcement officer on campus available to take police reports.

The College will respect a reporting party's choice whether or not to report an incident to law enforcement unless the one or more of the following applies:

- The College determines that contacting law enforcement is necessary for the safety of the College community.
- The reporting party is a minor (under 18 years old) or classified as a vulnerable adult under Florida law.

When a report involves suspected abuse of a minor under the age of 18 or vulnerable adult, the College is required by Florida law to notify law enforcement and the Florida Department of Children and Families.

You may also report a crime by visiting one of the Campus Safety offices during College business hours.

## TIPS FOR REPORTING CRIMES OR EMERGENCIES

### • **DON'T HANG UP.**

Stay on the line unless doing so places you in immediate danger. 911 operators are trained to get as much information as possible to determine the nature of the problem and its seriousness. On emergency calls, the operator already has sent the information to a dispatcher while continuing to ask additional questions. Stay on the line and answer the operator's questions until he or she terminates the call.

### • **BE READY TO GIVE YOUR LOCATION.**

Learn the campus, especially the areas you frequent. Take note of parking lot names (e.g. Parking Lot C) building numbers, and landmarks which will help a law enforcement officer or Campus Safety Officer find you.

### • **PROVIDE AS MUCH DETAIL AS POSSIBLE.**

When describing a person, try to take note of age, height, weight, hair color, clothing description, mode and direction of travel. When describing a vehicle, try to include the make, model, color, license plate number, insurance company name & policy number, etc. If your property is stolen, provide a complete description, times you left the property and discovered it missing, serial and model numbers (if known), estimated value and any other information that could assist in recovery.

### • **IF THE SITUATION CHANGES BEFORE HELP ARRIVES, CALL 911 OR CAMPUS SAFETY AGAIN AND UPDATE THE OPERATOR.**

## Other Reporting Options

People are often uncomfortable reporting to law enforcement or a safety/security officer, especially in cases of sexual misconduct and interpersonal violence such as sexual assault, intimate partner violence, and stalking. It is normal for someone to feel this way. A person may often feel more comfortable reporting these crimes to a College official with whom they are familiar, such as a coach, resident advisor, faculty club advisor, student activities coordinator, etc.

The Clery Act designates certain College officials, based on their roles, as “Campus Security Authorities” or “CSAs”. Title IX similarly defines certain College officials as “Responsible Employees”. (The definitions of Campus Security Authorities and Responsible Employees are similar and many College officials fit both definitions.)

When a Campus Security Authority or Responsible Employee receives a report of a crime, they must pass along information about the crime to Campus Safety and the Title IX Coordinator. This information will be shared only with College officials who need to know in order to evaluate what actions should be taken with regard to the safety of the community, providing resources and assistance to victims, and disciplinary action.

College employees classified as Campus Security Authorities include the following:

- All Campus Safety officers
- Title IX Coordinators
- Human Resources representatives and administration
- Athletics coaches, coordinators, and the Athletic Director
- The Residence Coordinator and Resident Assistants
- The Student Life Director and Coordinators.
- Employees/faculty who coordinate student activities such as Student Life employees and faculty club advisors.
- Officials with responsibilities in the Judicial Affairs / student disciplinary process.

## Confidential Reporting

Only counselors in the Counseling and Accessibility Department can keep information about a crime confidential from the College, and only when they receive that information while serving in their official counseling role.

## Anonymous Reporting

Individuals can report crimes anonymously by calling (386) 506-4500 and leaving a message without disclosing their identity. Note that this is not for emergencies or incidents that require immediate action. This information is checked once daily.

## Amnesty Provision

Daytona State College provides immunity to any student who reports, in good faith, any alleged incident of sexual misconduct and interpersonal violence. The reporting student will not receive a disciplinary sanction by the College for a student conduct violation, such as underage drinking, that is revealed during the course of the investigation, unless the College determines that the violation was an action that places the health or safety of others at risk.

### Title IX Coordinators For Students-

#### Cerese Ramos

Wetherell Center  
(Bldg. 100), Room 210  
(386) 506-3840

[Cerese.Ramos@DaytonaState.edu](mailto:Cerese.Ramos@DaytonaState.edu)

### For Employees-

#### Tanika Clemons

Daytona Beach Campus,  
Wetherell Center (Bldg. 100),  
Office 303L • (386) 506-4473

[Tanika.Clemons@DaytonaState.edu](mailto:Tanika.Clemons@DaytonaState.edu)

### Student Life-

#### Elijah Houser

Student Life Director Lemerand  
Student Center (Bldg. 115),  
Room 219A

(386) 506-4417

[Elijah.Houser@DaytonaState.edu](mailto:Elijah.Houser@DaytonaState.edu)

### Athletics-

#### Alison Mohr

Associate Athletic Director  
Lemerand Athletic Center  
(Bldg. 310), Room 242

(386) 506-4473

[Alison.Mohr@DaytonaState.edu](mailto:Alison.Mohr@DaytonaState.edu)

### Will Dunne

Athletic Director  
Lemerand Athletic Center  
(Bldg. 310) Room 242

(386) 506-4486

[Will.Dunne@DaytonaState.edu](mailto:Will.Dunne@DaytonaState.edu)

### Human Resources Department

Wetherell Center, (Bldg. 100)  
Room 303 • 386-506-4505

### Counseling & Accessibility Services

Wetherell Center Annex (100A)  
(386) 506-3038

[CAS@DaytonaState.edu](mailto:CAS@DaytonaState.edu)

### Office of Student Development- Judicial Affairs

(386) 506-4510

[JudicialAffairs@DaytonaState.edu](mailto:JudicialAffairs@DaytonaState.edu)

# Disclosure to Victims of Crimes of Violence or Non-forcible Sex Offense

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

For more information on the student disciplinary process and student due process procedures, access the Student Handbook at:

<https://www.DaytonaState.edu/files/student-handbook.pdf>

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## Sexual Offender/Predator Registration

The federal Campus Sex Crimes Prevention Act requires colleges and universities to issue a statement advising the campus community where state law enforcement agency information concerning registered sex offenders/predators may be obtained. The act also requires registered sex offenders/predators to provide to appropriate state officials notice of each institution of higher education in that state at which the offender/predator is employed, carries on a vocation, or is a student. In accordance with Florida State Statute 775.21 ("The Florida Sexual Predators Act") and Florida State Statute 943.0435, convicted sex offenders in Florida must register with the Florida Department of Law Enforcement (FDLE) within 48 hours of establishing permanent or temporary residence. The FDLE makes information concerning the presence of registered sexual offenders/predators available to local law enforcement officials and the public. It is then the responsibility of the county sheriff or the municipal police chief to make required notification to all community members of the presence of predators (only) in a manner deemed appropriate by the sheriff or police chief.

Daytona State College is required to inform members of the campus community where to obtain information about such offenders/predators. Any member of the Daytona State College community who wishes to obtain further information regarding sexual offender/predators in our area may refer to the FDLE web site at [www.fdle.state.fl.us](http://www.fdle.state.fl.us), call 1-888- FL-PREDATOR / 1-888-357-7332, or utilize the FDLE web site searchable database at:

<http://offender.fdle.state.fl.us/offender/Search.jsp>.

The FDLE searchable database may be used to find all registered sex offenders in any city, county, or zip code in the state.

**For Campus Safety,  
call (386) 506-4444  
or (extension 4444  
from a campus phone).**

# Sexual Misconduct and Interpersonal Violence

Daytona State College, in our commitment to be an equitable and inclusive institution free of discrimination and harassment, prohibits all forms of sexual misconduct and interpersonal violence.

The terms sexual misconduct and interpersonal violence as used here include sexual assault, sexual exploitation, domestic violence, dating violence, stalking, sexual harassment, and all forms of gender-based harassment and violence.

The following Daytona State College policies, procedures and materials address the prohibition of and College response to sexual misconduct and interpersonal violence:

## **3.11 Harassment Prohibition**

### **3.11(a) Anti-Harassment**

### **3.11(b) Student Harassment-Discrimination-Violation of Rights**

## **3.14 Title IX Compliance**

## **7.01 Student Code of Conduct**

### **7.01(a) Student Code of Conduct**

## **Student Handbook**

# Definitions

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**Sexual Misconduct** – refers to all forms of sexual harassment and non-consensual sexual contact, including attempted acts and complicity in the commission of any of these acts.

**Interpersonal Violence** – Violence between individuals, including sexual violence, domestic violence, dating violence, and stalking.

**Sexual Harassment** – Behavior that includes, but is not limited to:

- Verbal, visual or physical conduct of a sexual nature which has the purpose or effect of creating an intimidating, hostile or offensive educational or work environment for a reasonable person
- Conduct of a sexual nature that unreasonably interferes with or otherwise adversely affects another individual's employment or educational opportunities and participation; or
- The denial of or provision of aid, benefits, employment, treatment, or grades based on sexual advances or the request of sexual favors.

**Sexual Assault** – Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

**Sexual Assault includes the following:**

- Rape - 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 - the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim.
- Incest - sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory rape – sexual intercourse with a person who is according to law incapable of giving consent due to the age of the persons involved.

Title XLVI, Chapters 784 and 794 of the Florida Statutes include the State of Florida definitions for Florida pertaining to Sexual Assault.

**Domestic Violence** – Refers to a felony or misdemeanor crime of violence committed –

- By a current or former spouse or intimate partner of the victim;
- By a person with whom the victim shares a child in common;

- By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;

- By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;

- 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 in which the crime of violence occurred.

The State of Florida defines domestic violence within Florida Statutes 741.28 and 784.041.

**Dating Violence** – Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

Dating violence does not include acts covered under the definition of domestic violence.

The State of Florida defines dating violence within Florida Statute 784.046.

**Stalking** – Engaging in a course of conduct that would cause a reasonable person to:

- Fear for the person's safety or the safety of others; or
- Suffer substantial emotional distress.

For the purposes of this definition

- Course of conduct means two or more acts, including, but not limited to, acts in 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.

- Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

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

The State of Florida defines stalking within Florida Statute 784.048.

# Definitions

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**Complainant** – refers to an individual who discloses having been subjected to sexual misconduct regardless of whether that person makes a report or seeks action.

**Respondent** – refers to any individual who is accused of sexual misconduct.

**Consent** - refers to the intelligent, voluntary, informed decision by each participant to engage in sexual activity by someone capable of making such a decision.

- In order for consent to exist, a clear willingness to engage in each specific initiated activity during a sexual encounter must be communicated through affirmative, unambiguous, mutually understandable words and/or actions.
- Consent must be ongoing throughout a sexual encounter and can be withdrawn at any time as long as the withdrawal of consent is clearly communicated through words or actions.
- Consent cannot be inferred from silence, passivity, or lack of resistance. An individual has no obligation to verbally or physically resist unwelcome sexual contact.
- Consent cannot be obtained through coercion, threats, intimidation, or physical force.
- Consent cannot exist if someone is:
  - Mentally or physically incapacitated or impaired such that they are temporarily or permanently incapable of appraising the sexual situation or controlling their own conduct. This includes such impairment or incapacitation resulting from the consumption of alcohol or other drugs.
  - Incapable of giving consent according to the law based on the age of the persons involved.

The State of Florida defines consent within statute 794.011

**Incapacitation** - A state where someone cannot make rational, reasonable decisions because they lack the capacity to give knowing consent (i.e. to understand the “who, what, when, where, why, or how” of their sexual interaction).

**Force** - the use of physical violence and/or physical imposition to gain sexual access. Force also includes threats, intimidation (implied threats), and coercion that is intended to overcome resistance or produce consent.

**Coercion** - unreasonable pressure for sexual activity. Coercive conduct differs from seductive conduct based on factors such as the type and/or extent of the pressure used to obtain consent. When someone makes clear that they do not want to engage in certain sexual activity, that they want to stop, or that they do not want to go past a certain point of sexual interaction, continued pressure beyond that point can be coercive.

## FLORIDA STATUTES CONCERNING SEXUAL MISCONDUCT

The Florida Statutes, including statutes concerning sexual assault, consent, domestic violence, and dating violence can be found online at <http://www.leg.state.fl.us/statutes>.

# Equity

## Equity Officers

### For Students

#### **Cerese Ramos**

Vice President of Student  
Development & Student  
Equity Officer  
Daytona Beach Campus,  
Wetherell Center (Bldg. 100),  
Office 210 (386) 506-3840  
[Cerese.Ramos@DaytonaState.edu](mailto:Cerese.Ramos@DaytonaState.edu)

### For Employees

#### **Tanika Clemons**

Associate Vice President of  
Human Resources & Employee  
Equity Officer  
Daytona Beach Campus  
Wetherell Center (Building 100),  
Room 303L  
(386) 506-4473  
[Tanika.Clemons@DaytonaState.edu](mailto:Tanika.Clemons@DaytonaState.edu)

## Equity Statement

Daytona State College prohibits discrimination and provides equal access, equal educational opportunity and equal employment opportunity to all persons regardless of age, color, disability, ethnicity, genetic information, gender, marital status, national origin, political affiliation, pregnancy, race, religion, sex, sexual orientation and veteran status.

To obtain more information about the College's equal access and equal opportunity policies, procedures and practices, please contact the Student Equity Officer or the Employee Equity Officer.

## A Message from the President

At Daytona State College, we endeavor to be an equitable and accessible institution. We embrace diversity, protect the rights of our constituents, and extend a mutual respect for the dignity and worth of all people. We seek to ensure that all students and employees enjoy the opportunity to participate as they see fit in the full range of activities offered by the College. It is our goal that all of our students and employees achieve their full potential as local, state, and national citizens.

Daytona State continues to make a firm institutional commitment to developing a working, teaching, and learning environment that is free of discrimination and harassment. We will also work to eliminate any barriers to equitable employment and student participation. By embracing our differences, fostering collaboration, and empowering people, we can provide our community with the educational services and resources needed to become leaders in a competitive global environment.

Thank you,  
**Thomas LoBasso, Ed.D.**  
President, Daytona State College

[DaytonaState.edu/equity](https://DaytonaState.edu/equity)



# Title IX

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Daytona State College, its campuses, units and divisions seek to provide a safe and positive working and learning environment free from all forms of discrimination.

Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex in education programs and activities. Discrimination based upon sex can include sexual harassment or sexual violence, domestic violence, sexual assault, or stalking.

Title IX also prohibits gender-based harassment, which may include certain acts of verbal, non-verbal, or physical aggression, intimidation, or hostility based on sex or sex-stereotyping, even if those acts do not involve conduct of a sexual nature.

Daytona State College policies and procedures provide for a prompt, equitable resolution of sex discrimination complaints.

All incoming students receive information about Title IX including how to report Title IX/sexual harassment violations.

All employees receive training on sexual harassment and the College policies and procedures on how to report sexual harassment.

Employees likely to witness sexual harassment and sexual violence receive enhanced training which, at a minimum, includes the requirements of Title IX, the proper method for reporting sexual harassment and sexual violence and the College's responsibilities for responding to reports of sexual harassment and sexual violence.

College employees who will likely require enhanced training include:

Title IX Coordinators, Campus Safety personnel, student disciplinary committee members, student affairs personnel, academic advisors, peer educators and counselors providing victim advocacy services through college-sponsored programs, and athletic department personnel.

Each complaint of sexual harassment or sexual violence filed with a Title IX Coordinator will be promptly investigated by the College to determine what occurred. The parties have the right to a prompt, fair and impartial investigation of complaints by trained officials.

## **United States Department of Education, Office of Civil Rights**

**Online:** You may file a complaint with OCR using OCR's electronic complaint form at the following website: <http://www.ed.gov/about/offices/list/ocr/complaintintro.html>.

### **Mail or Facsimile:**

You may mail or send by facsimile information to the address or phone number at this link: <https://www2.ed.gov/about/offices/list/ocr/docs/howto.html>.

You may use OCR's Discrimination Complaint Form (<https://www2.ed.gov/about/offices/list/ocr/complaintform.pdf>) or write your own letter.

## **Title IX Coordinators**

### **For Students-**

#### **Cerese Ramos**

Wetherell Center  
(Bldg. 100), Room 210  
(386) 506-3840

[Cerese.Ramos@DaytonaState.edu](mailto:Cerese.Ramos@DaytonaState.edu)

### **For Employees-**

#### **Tanika Clemons**

Daytona Beach Campus,  
Wetherell Center (Bldg. 100),  
Office 303L • (386) 506-4473

[Tanika.Clemons@DaytonaState.edu](mailto:Tanika.Clemons@DaytonaState.edu)

# Immediate Steps To Take for Victims of Sexual and Interpersonal Violence

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## IF YOU OR SOMEONE YOU KNOW IS IN IMMEDIATE DANGER, CALL 911.

### WHAT TO DO IF YOU ARE SEXUALLY ASSAULTED:

- **GET TO A SAFE PLACE**

If you or someone else may be in danger from the assailant, call 911. The police will help you whether you choose at that time to prosecute. If you are on campus, call Campus Safety as soon as you can after calling 911. Campus Safety officers will respond immediately and are trained in responding to sexual assault. They can also assist you in reporting to law enforcement.

- **GET MEDICAL ATTENTION**

A medical examination is to check for physical injury, the presence of sexually transmitted disease, or pregnancy as a result of the assault. Forensic evidence can be collected during a medical examination, which will aid in the police investigation and legal proceedings; however, if a victim chooses not to have forensic evidence collected, health-care providers will still treat injuries and address concerns such as pregnancy and sexually transmitted disease.

- **PRESERVE EVIDENCE**

Avoid bathing, douching, smoking, cleaning the bed/linen/area where the assault occurred, or altering the crime scene. Some of these actions may be the first thing you want to do, but you may be destroying evidence that could aid in prosecuting the assailant and obtaining a protection order. Changing your clothing is ok, but save your clothing for evidence, placing each piece in a separate paper bag if possible. Remember in Florida evidence may be collected even if you choose not to make a report to law enforcement. Save and document any communication with the assailant and/or related to the assault such as texts, social media messages and photos.

### SEXUAL ASSAULT/RAPE CRISIS HOTLINES

- Volusia: 1-800-503-7621
- Flagler: 386-437-3505
- National Sexual Assault Hotline - (800) 656-4673 (HOPE)  
[www.rainn.org](http://www.rainn.org) (Live chat available online)
- Reporting abuse or exploitation of a child: Florida Abuse Hotline (800) 962-2873, TTY (800) 453-5145

### IF YOU ARE A VICTIM OF DOMESTIC OR DATING VIOLENCE

- Have a safety plan. You can get help with making a safety plan here:  
[www.thehotline.org/plan-for-safety/create-a-safety-plan/](http://www.thehotline.org/plan-for-safety/create-a-safety-plan/)  
(Be sure that the computer you are using is in a safe location and is not being monitored by your partner.)
- If you or your children are in immediate danger, get to a safe place immediately and call 911.
- Get medical attention for injuries.

### CRISIS HOTLINES FOR DOMESTIC ABUSE SURVIVORS

- Florida Domestic Violence Hotline: (800) 500-1119 TTY (386) 872-4976
- Beacon Center of Volusia County, Florida - <http://www.mybeaconcenter.com>  
24-Hour Crisis Line - (800) 500-1119
- Family Life Center of Flagler County Crisis Hotline: (386) 437-3505
- National Domestic Violence Hotline - (800) 799-7233  
<http://www.thehotline.org/> (Live chat available online)

### EMERGENCY SHELTER

- Emergency shelter can be arranged via the above-listed crisis lines.

Find more information on resources, assistance and counseling in the Resources for Survivors of Sexual Misconduct and Interpersonal Violence section of this report.

## Could you be in an Abusive Relationship?

**CALL 911 IF YOU HAVE BEEN RECENTLY BEEN THREATENED, HURT OR ABUSED OR ARE BEING STALKED BY YOUR CURRENT OR FORMER INTIMATE PARTNER.**

- Are you afraid of your partner?
- Does your partner frequently lose his or her temper or have unpredictable outbursts of anger?
- Do you avoid saying certain things for fear that it will make your partner angry?
- Does your partner destroy your belongings?
- Does your partner humiliate or belittle you?
- Does your partner seem unusually jealous or possessive?
- Does your partner try to keep you isolated from friends or family?
- Does your partner ask you to account for your whereabouts when you are not together?

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If the answer to any of these questions is yes, you may be in an abusive relationship. If so, understand that you are not at fault! A romantic partner should treat you with dignity and respect. It is a fact that emotional abuse often precedes physical abuse.

If you are dealing with domestic violence or relationship abuse and are unsure of what to do, know that there are many resources for you to get help. One of your best options is the criminal justice system. The first priority of the police and legal system is to provide safety for survivors of violence and lead them to additional resources in the community, including temporary living accommodations if needed.

Another good immediate option is a temporary injunction for protection (commonly known as a restraining order). The police can help you obtain information on how to obtain a temporary injunction for protection. Call 911 and tell the dispatcher that you are in danger and need help immediately. You may call the police any time, even days or months, after being abused.

**Daytona State College honors all injunctions for protection in which the college is listed as a restricted area for the defendant.**

**GET TO A  
SAFE PLACE**

**CALL 911  
IMMEDIATELY**

### **SAFETY WHILE LIVING IN A VIOLENT HOME AND/OR PREPARING TO LEAVE:**

- Tell a TRUSTED friend about the violence and have them call the police when violence erupts.
- Establish a code word for your children, trusted friends and family to call for help when you use your code word.
- When an argument erupts, move to a safer room – kitchens are not safe!
- Open a savings account in your own name.
- Leave money, extra keys, copies of important papers and extra clothes with someone you trust, so you can leave quickly. Do not leave these items in your car.
- Determine who would let you stay with them or lend you money. Keep in mind the availability of domestic violence shelters.
- Plan a safe place to leave pets. <http://www.hushpuppyhaven.org>
- Keep the Beacon Center phone number (386) 255-2102 close at all times (if this is safe to do) and keep some change or a calling card on you at all times for emergency phone calls. Crisis hotline numbers are in the front cover of Volusia County phone books. The statewide hotline number is: 1-800-500-1119.
- Review your safety plan as often as possible in order to plan the safest way to leave.
- Obtain an Injunction for Protection (Domestic Abuse Council, Inc. has court advocates who can assist you through this process).

### **THINGS TO HAVE READY IN CASE YOU NEED TO FLEE:**

- Birth certificates
- Social Security cards
- Marriage license
- Insurance information and forms
- Driver's license or state I.D.
- Medications and prescriptions
- Lease/rental agreements, house deed, mortgage papers
- Car title and/or registration
- Bank account number, credit and ATM cards, savings passbook
- School and health records
- Medical records for you (and children)
- Clothing for you (and children)
- Keys, such as house, car, safety deposit box, storage units
- Comfort items for you (and toys for children)
- Hearing aids, glasses, dentures, any needed medical equipment
- Jewelry
- Welfare and/or immigration documents
- Phone numbers and addresses for family and friends
- Divorce papers or other court documents, such as custody papers or Injunction for Protection (IFP)

### **SAFETY WHEN LIVING ALONE IN YOUR HOME:**

- Change the locks on doors and windows.
- Install security mechanisms, such as window locks, better lighting, smoke detectors, fire extinguishers, cameras.
- In rural areas where only the mailbox may be visible from the street, cover the box with brightly colored paper or paint so that police can more easily locate the home.
- Obtain an Injunction for Protection; keep it with you at all times. Even if you have left the state where the injunction was originally granted, the unexpired injunction is valid in any state in the country.
- Call the police if your abuser violates the Injunction for Protection order.
- Inform neighbors and your landlord that the abuser no longer lives with you and that they should call the police if they see him near your home.

### **SAFETY ON THE JOB AND IN PUBLIC:**

- Decide who at work you will tell. This should include security persons. Provide a photo of your abuser to be used for identification. If you have an Injunction for Protection, you may want to make sure that your employer and/or security at your job has a copy.
- Arrange to have someone screen your phone calls if possible.
- When you leave work, have someone escort you to your car. Use different routes to go home from work. Also vary the times, and use different routes to go places you visit on a regular basis, such as church, the grocery store, school, etc.

### **SAFETY WHEN CHILDREN ARE INVOLVED:**

- If you have children, rehearse an escape route and a safe place for the children to go if there is an emergency (if violence is occurring in the home, if there's a fire, etc.).
- Teach the children how to call the police or a family member if they are taken by the abuser.
- Talk to schools and childcare providers about who has permission to pick up the children, and develop other special provisions to protect the child. If you have an Injunction for Protection that includes the children, make sure that your child's school or day care provider has a copy.
- Find a lawyer knowledgeable about family violence to explore custody, visitation and divorce provisions that protect the children and yourself.

#### **LAW ENFORCEMENT CONTACTS**

**Daytona Beach Police**  
(386) 671-5100

**Volusia County Sheriff**  
(386) 248-1777 (Daytona)  
(386) 736-5999 (DeLand)

**New Smyrna Beach Police**  
(386) 424-2220

**Edgewater Police**  
(386) 424-2425

**Flagler County Sheriff**  
(386) 437-4116

**REPORT  
SUSPICIOUS OR  
CRIMINAL ACTIVITY**

**DAYTONA  
STATE COLLEGE  
CONFIDENTIAL  
HOTLINE**

**506-4500**

**ALL CALLS ARE  
CONFIDENTIAL AND  
INVESTIGATED**

**CALL 911 IF YOU  
HAVE RECENTLY  
BEEN THREATENED,  
HURT OR ABUSED  
OR ARE BEING  
STALKED BY YOUR  
CURRENT OR  
FORMER INTIMATE  
PARTNER.**

## If You Believe You Are Being Stalked

Stalking is unpredictable and dangerous. No two stalking situations are alike. There are no guarantees that what works for one person will work for another, yet you can take steps to increase your safety.

- If you are in immediate danger, call 911.
- Trust your instincts. Don't downplay the danger. If you feel you are unsafe, you probably are.
- Take threats seriously. Danger generally is higher when the stalker talks about suicide or murder, or when a victim tries to leave or end the relationship.
- The above listed crisis hotlines for sexual assault or domestic violence can help you devise safety plan, give you information about local laws, weigh options such as seeking a protection order and refer you to other services.
- It is best to contact the police. Every state, including Florida, has stalking laws, and the stalker may have broken other laws by assaulting and threatening you or damaging your property. Daytona State College will help you in making a police report.
- Get an Injunction for Protection (commonly referred to as a restraining order). Daytona State College officials can advise you on how to obtain an Injunction for Protection. Find out about obtaining a restraining order in the Resources and Assistance for Survivors of Sexual Misconduct in this document on pages 29 & 30.
- Develop a safety plan, including things like changing your routine, arranging a place to stay and having a friend or relative go places with you. Also, decide in advance what to do if the stalker shows up at your home, work, school or somewhere else. Tell people how they can help you.  
Find out more about developing a safety plan at:  
<http://victimsofcrime.org/our-programs/stalking-resource-center>
- Initially, you may tell the person that you wish to be left alone if you don't believe you are in danger; however, once you have made that clear, or if you believe you are in danger, don't communicate with the stalker or respond to attempts to contact you.
- Keep evidence of the stalking. When the stalker follows you or contacts you, write down the time, date and place. Keep emails, text messages, phone messages, letters or notes. Photograph anything of yours the stalker damages and any injuries the stalker causes. Ask witnesses to write down what they saw. Keep an incident log recording for each incident a description of the incident, the date, time, location, witness names and contact information, police report number and responding police officers' names and badge numbers.
- Tell family, friends, roommates and co-workers about the stalking and seek their support.
- Tell Campus Safety. They can provide safety escorts while you are on campus. Tell security at your job. If you are in immediate danger, call 911.
- Report the stalking to the police, Campus Safety, or a college official as soon as possible.
- If the person communicates with you, be clear that you wish to be left alone.
- Document the date, time, location and a detailed description each incident.
- For evidence, save any communications such as text messages, emails, letters, notes and gifts or other objects sent to you.

# Reporting Sexual Misconduct and Interpersonal Violence

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For information on reporting sexual misconduct and interpersonal violence, see the Reporting Crimes and Emergencies section of this document, (pp. 9-10).

## Your Rights

- Daytona State College assures the following to every student and employee who reports being a victim of sexual misconduct and interpersonal violence:
- Daytona State College will assist you in your immediate safety needs by helping you to a safe location.
- We will assist you in contacting emergency medical responders if necessary.
- If you request, we will assist you in contacting law enforcement and assist you throughout the process of making a police report.
- We will preserve evidence and advise you on preserving evidence.
- We will provide short-term counseling and victim advocacy services and direct you further resources at the College and in the community such as:
  - o Mental health and crisis counseling;
  - o Emergency shelter services;
  - o Support and education groups;
  - o Accompaniment during forensic exams;
  - o Court advocacy services and legal assistance;
  - o Assistance with immigration and student visas;
  - o Student financial aid assistance;
  - o Reasonable academic, housing, and transportation accommodations.
- We will treat you with compassion, dignity and respect.
- All investigations will be prompt, impartial, and conducted by trained officials.
- All disciplinary proceedings will be fair and impartial and conducted in accordance with the law.

# Protective Measures

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Protective measures are available to students and employees who report being a victim of sexual misconduct or interpersonal violence regardless of whether or not the victim wishes to make a report with law enforcement.

These protective measures include:

- Safety measures on campus through Campus Safety such as safety escorts. (To request safety escorts, call the Campus Safety Department at (386) 506-4444.)
- Disciplinary actions such as restrictions from College property and no-contact orders from the College.
- Trespass warnings from local law enforcement (Violating a trespass warning may result in an arrest)
- Reasonable changes and accommodations to academic, living, working and transportation situations to protect victims.

## **INJUNCTIONS FOR PROTECTION**

Victims may choose to pursue protective orders through the legal system. In the State of Florida, these protective orders are referred to as injunctions for protection.

Daytona State College will advise victims who report sexual misconduct or interpersonal violence on how to obtain protective orders. The College will honor and comply with Florida law regarding injunctions for protection. Students and employees who obtain an injunction for protection should give Campus Safety a copy of the injunction.

Injunctions for protection in Florida include:

**Sexual Violence Injunctions** - You may file a Sexual Violence Injunction if there has been an incident of violence wherein a sexual act is committed or attempted. In order to receive an injunction, you must have reported the sexual violence to law enforcement and be cooperating in any resulting criminal proceeding.

**Domestic Violence Injunctions** - You may file a Domestic Violence Injunction if there has been an incident of violence and the Respondent is your spouse, former spouse, related to you by blood or marriage, living with you or has lived with you in the past or is the other parent of your child(ren) whether you have been married or lived together.

**Dating Violence Injunctions** - You may file a Dating Violence Injunction if there has been an incident of violence between individuals who have had a continuing relationship of a romantic and intimate nature. relationship must have existed within the past six months.

**Stalking Violence Injunctions** - You may file a Stalking Violence Injunction if someone purposely follows harasses you repeatedly over a period of time for no legitimate reason.

**Repeat Violence Injunctions** - You may file a Repeat Violence Injunction if two or more incidents of violence have been committed against you or a member of your immediate family by another person. At least one of those acts of violence must have occurred within the last six months of filing a petition.

Information on obtaining an injunction for protection is available in the Resources for Survivors of Sexual Misconduct and Interpersonal Violence section of this document.



# Privacy and Confidentiality

## **PRIVACY**

Daytona State College is committed to making all reasonable efforts to protect the privacy interests of all complainants, respondents, and all relevant parties involved in reports of sexual violence and misconduct, relationship and interpersonal violence, and stalking, while balancing the need to protect the College community and provide a response that is fair and equitable to both complainant and respondent.

Privacy in this context means that information will be shared only with College employees who need to know in order to participate in the College's investigation and disciplinary processes and to provide protective measures and reasonable accommodations.

Privacy also means that the College will protect privacy in accordance with all state and federal law.

All employees who are involved in the College's response to sexual violence and misconduct, relationship and interpersonal violence, and stalking receive training on proper sharing and safeguarding private information.

The privacy of student records will be protected in accordance with the Family Educational Rights and Privacy Act ("FERPA").

<http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html>

Information related to reports of sexual violence and misconduct, relationship and interpersonal violence, and stalking will be protected in accordance with Florida law regarding privacy and victims' rights. Incident report records will be stored in secure locations accessible by only approved College officials.

Access to an employee's personnel records may be restricted in accordance with Florida law and applicable collective bargaining agreements.

The privacy of an individual's medical and related records is protected by the Health Insurance Portability and Accountability Act ("HIPAA") and state laws governing protection of medical records. <https://www.hhs.gov/hipaa/index.html>

The College, in compliance with Title IX, will take strong action to protect complainants or witnesses from any retaliation against them for reporting prohibited conduct. When a complainant requests to exclude a name or other personal identifying information from a report, or requests that no formal action be taken, the complainant will be informed that the College's ability to do so may be limited due to its obligation to provide a safe, fair, and non-discriminatory environment.

Where the College is unable to take action consistent with a request of a complainant, a College official will communicate with the complainant about the College's chosen course of action, which may include taking disciplinary action against a respondent on the College's behalf.

If the decision is made to take disciplinary action against a respondent, information related to the report will be shared with the respondent.

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## **CONFIDENTIALITY**

Confidentiality in this context refers to situations where Florida law protects confidential communications in certain relationships, for example, communications with College employees or community professionals acting in the role of mental health providers, counselors, and victims' advocates.

Counselors in the College's Counseling & Accessibility Services Department, while providing counseling services within the scope of their license or certification, are qualified under Florida law to have privileged communications as confidential employees.

When information is shared with a confidential employee or a community professional with the same legal protections, the confidential employee or community professional cannot reveal any information that could identify the individual to any third party except where required or permitted by law. Such information may only be disclosed when:

- the individual gives written consent for its disclosure;
- there is a concern that the individual will likely cause serious physical harm to self or others;
- the information concerns conduct involving suspected abuse or neglect of a minor or vulnerable person as defined by law.

# Resources for Survivors of Sexual Misconduct and Interpersonal Violence

## COLLEGE RESOURCES

### Campus Safety 24-hour Dispatch- (386) 506-4444

(In case of power or network outage call (386) 258-7374)

### Title IX Coordinators

#### For Students

- **Cerese Ramos**  
Daytona Beach Campus, Wetherell Center (Bldg. 100), Office 210  
(386) 506-3840 [Cerese.Ramos@DaytonaState.edu](mailto:Cerese.Ramos@DaytonaState.edu)

#### For Employees

- **Tanika Clemons**  
Daytona Beach Campus, Wetherell Center (Bldg. 100), Office 303L  
(386) 506-4473 [Tanika.Clemons@DaytonaState.edu](mailto:Tanika.Clemons@DaytonaState.edu)

### Counseling and Accessibility Services

(386) 506-3038 • [CAS@DaytonaState.edu](mailto:CAS@DaytonaState.edu)  
[DaytonaState.edu/student-service-departments/counseling-accessibility](http://DaytonaState.edu/student-service-departments/counseling-accessibility)

### Student Life

**Elijah Houser**, Student Life Director  
(386) 506-4417 • [Elijah.Houser@DaytonaState.edu](mailto:Elijah.Houser@DaytonaState.edu)

### Falcon HOPE Center

(386) 506-3068 • [DaytonaState.edu/child-care-and-other-support/](http://DaytonaState.edu/child-care-and-other-support/)

### To Request Protective Measures, Changes to Academic, Living, Transportation and Working Situations, and Financial Aid Assistance

#### Office of Student Development - Judicial Affairs

(386) 506-4510 • [JudicialAffairs@DaytonaState.edu](mailto:JudicialAffairs@DaytonaState.edu)  
(more information) [DaytonaState.edu/Student-Service-Departments](http://DaytonaState.edu/Student-Service-Departments)

#### Human Resources Department

386-506-4505 • [DaytonaState.edu/faculty-and-staff/human-resources](http://DaytonaState.edu/faculty-and-staff/human-resources)

#### Veterans Services

Wetherell Center (Building 100), Room 205  
(386) 506-3956  
[Veterans@DaytonaState.edu](mailto:Veterans@DaytonaState.edu)

## COMMUNITY RESOURCES

### **Victim's Services - State Attorney, 7th Circuit -**

Volusia: (386) 239-7720 • Flagler: (386) 313-4300

[sao7.com/victim-services/index](http://sao7.com/victim-services/index)

### **Volusia Rape Crisis Center -Sexual Assault Helpline -**

(800) 503-7621 • [volusiarapecrisiscenter.org](http://volusiarapecrisiscenter.org)

**Beacon Center (Volusia County)** - emergency shelter, advocacy, support groups, information and referral services, case management, court accompaniment, safety planning and other needed services to support survivors

(386) 255-2102 • [mybeaconcenter.com](http://mybeaconcenter.com)

### **Flagler County - Family Life Center -** (386) 437-3505

[familylifecenterflagler.org](http://familylifecenterflagler.org)

### **Stewart-Marchman ACT Behavioral Healthcare -**

24 Hour Hotline - (800) 539-4228

[smbehavioral.org](http://smbehavioral.org)

### **Local Non-Emergency Police/Sheriffs Numbers**

#### **Daytona Beach Police Department**

Main - (386) 671-5100

Victim Advocate - (386) 671-5235

[codb.us/904/Victim-Advocate](http://codb.us/904/Victim-Advocate)

#### **Volusia County Sheriff's Office**

Main Numbers

386-943-VCSO (8276) - West Volusia

386-239-VCSO (8276) - Daytona Beach

386-409-VCSO (8276) - New Smyrna Beach

407-323-0151 - Southwest Volusia

#### **Investigative Services/Victim Advocate Program**

386-736-5979 - West Volusia

386-254-1537 - Daytona Beach

386-423-3391 - New Smyrna Beach

[volusiasheriff.org/services/victim-assistance.stml](http://volusiasheriff.org/services/victim-assistance.stml)

#### **Flagler County Sheriff's Office**

Main Office - 386-437-4116

Victim Services

386-586-4847 • 386-586-4848

[flaglersheriff.com/divisions/victims-services](http://flaglersheriff.com/divisions/victims-services)

[flaglersheriff.com/domestic-violence-help](http://flaglersheriff.com/domestic-violence-help)

#### **Edgewater Police Department**

386-424-2000 Option 3

Victim Services

(386)424-2400, option 1, extension 2156

[cityofedgewater.org/police/page/victim-services](http://cityofedgewater.org/police/page/victim-services)

#### **New Smyrna Beach Police Department**

386-424-2000

Victim Advocates

386-424-2269

386-424-2232

[cityofnsb.com/745/Victim-Advocate-Program](http://cityofnsb.com/745/Victim-Advocate-Program)

# Resources for Survivors of Sexual Misconduct and Interpersonal Violence

## STATE AND NATIONAL RESOURCES

### **Florida Council Against Sexual Violence**

Statewide Helpline – (888) 956-7273

[fcasv.org](http://fcasv.org)

### **Florida Department of Children and Families Office of Domestic Violence**

Domestic Violence Hotline (800) 500-1119

[myflfamilies.com/service-programs/domestic-violence](http://myflfamilies.com/service-programs/domestic-violence)

Report abuse, neglect, or abandonment of a child or vulnerable adult  
Florida Abuse Hotline - (800) 96-ABUSE (22873), TTY (800) 453-5145  
[myflfamilies.com/services/abuse/abuse-hotline](http://myflfamilies.com/services/abuse/abuse-hotline)

### **Florida Office of the Attorney General**

[myfloridalegal.com](http://myfloridalegal.com)

Division of Victim Services – (800) 226-6667

### **Stalking Prevention Awareness and Resource Center**

[stalkingawareness.org](http://stalkingawareness.org)

Connect to resources: (855)-4VICTIM (855) 484-2846

### **National Sexual Assault Hotline - (800) 656-HOPE (4673)**

[rainn.org/about-national-sexual-assault-telephone-hotline](http://rainn.org/about-national-sexual-assault-telephone-hotline) (Live chat available online)

### **National Domestic Violence Hotline - (800) 799-SAFE (7233)**

[thehotline.org](http://thehotline.org) (Live chat available online)

## LEGAL ASSISTANCE AND OBTAINING INJUNCTIONS FOR PROTECTION

Victim's Services - State Attorney, 7th Circuit

Volusia: (386) 239-7720

Flagler: (386) 313-4300

[sao7.com/victim-services/index](http://sao7.com/victim-services/index)

### **Clerk of Circuit Court Volusia County**

[clerk.org/family-law.aspx](http://clerk.org/family-law.aspx)

Business Hours - (386) 736-5915

After hours call domestic abuse hotline at – (800) 500-1119

### **Flagler County Clerk of the Circuit Court**

386-313-4491 • [flaglerclerk.com/courts/family-court/domestic-violence](http://flaglerclerk.com/courts/family-court/domestic-violence)

### **Beacon Center (Volusia County) - (386) 255-2102**

[mybeaconcenter.com](http://mybeaconcenter.com)

### **Flagler County - Family Life Center - (386) 437-3505**

[familylifecenterflagler.org](http://familylifecenterflagler.org)

### **Florida Office of the Attorney General**

[myfloridalegal.com](http://myfloridalegal.com)

Division of Victim Services – (800) 226-6667

# Investigation of Sexual and Gender-Based Harassment, Sexual Assault, Domestic Violence, Dating Violence and Stalking

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An allegation of sexual or gender-based harassment, sexual assault, domestic violence, dating violence or stalking that occurred on campus, at a college-owned or operated facility off the main campus, or in conjunction with a college-sponsored activity may be investigated by various departments including: the local law enforcement jurisdiction, the Campus Safety Department, the Judicial Affairs Department, Human Resources, the college attorney and the Title IX Office.

The department or persons having responsibility for conducting an investigation will depend on the circumstances of the case, for example, the relationship that the victim and the alleged perpetrator have to the college (i.e. faculty, staff, student, no affiliation). The type of investigation (criminal, disciplinary, or administrative) will depend on the circumstances of the case and the entity conducting the investigation. Multiple investigations may take place. The standard of evidence for a disciplinary investigation conducted by the college is a preponderance of the evidence.

For assistance in determining reporting options, students should contact Campus Safety and/or the Title IX Coordinator. Faculty and staff may contact the Campus Safety, the Title IX Coordinator, and/or Human Resources. These offices may be a resource for students and employees even if the incident took place on campus.

## Title IX Investigation

A Title IX investigation is an administrative procedure, not a disciplinary process. The purpose of a Title IX investigation is to determine:

- Whether conduct prohibited by Title IX occurred;
- Whether there is an ongoing risk of further prohibited conduct and if so, to act to prevent its recurrence;
- Whether accommodations for the affected party are needed to remedy the effects of the prohibited conduct (e.g. initiating a no-contact order); whether accommodations or safety precautions should be put in place to make the Daytona State College community safe;
- Whether the conduct necessitates review by the Judicial Affairs Department for disciplinary procedure; and
- Whether college-wide or departmental changes to policies, practices or training should be implemented.

# Student Disciplinary Procedures

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## **Student Code of Conduct**

All students are expected to abide by and are held accountable for violations of the Daytona State College Student Code of Conduct rules. The Student Code of Conduct rules are a set of common behavioral guidelines for all students attending and participating in the teaching and learning opportunities at Daytona State College. The Student Code of Conduct rules apply to all College-sponsored activities, including College-sponsored student travel and off-site housing and hotels. The Student Code of Conduct rules are subject to and governed by federal and state laws, rules and regulations.

The Student Code of Conduct rules include the prohibition of all forms of sexual misconduct and interpersonal violence.

Students who violate the Student Code of Conduct rules are subject to disciplinary sanctions. Daytona State College reserves the right to determine when its Student Code of Conduct rules have been violated and to administer disciplinary actions.

The Student Code of Conduct rules can be found in the Daytona State College Student Handbook, available at [DaytonaState.edu/files/student-handbook.pdf](http://DaytonaState.edu/files/student-handbook.pdf).

Daytona State College Policy 7.01 addresses the Student Code of Conduct.

## **Office of Judicial Affairs:**

The receipt, review and processing of complaints for violations of the Student Code of Conduct shall be administered by the Daytona State College Office of Judicial Affairs. There will be a determination made by the Office of Judicial Affairs whether sufficient information exists to file charges against a student for violations of the Student Code of Conduct. The Office of Judicial Affairs may convene an Incident Review Committee to assist in the decision.

## **Student Discipline Committee:**

The Student Discipline Committee is established and responsible for adjudicating allegations of misconduct against students.

## **Student Discipline Appeal Committee:**

The Student Discipline Appeal Committee is established and responsible for reviewing the appeals of misconduct against students and rendering a decision.

## **Student Disciplinary Process**

### **Informational Meeting:**

The Office of Judicial Affairs will conduct a meeting to inform the student of the complaint and the disciplinary process. Information related to the student's rights and responsibilities in the process will be provided to the student.

### **Conflict Resolution and Mediation:**

The Office of Judicial Affairs may utilize voluntary informal conflict resolution, mediation and mutual agreement to resolve certain complaints of student misconduct to the extent permitted by law. If the complaint is not resolved, the Office of Judicial Affairs will determine whether or not to file formal charges against a student.

### **Disciplinary Hearing:**

If the Office of Judicial Affairs decides to file formal charges, or if a student chooses, a formal disciplinary hearing will be provided by the Disciplinary Hearing Committee. The Disciplinary Hearing Committee shall conduct the hearing and render a written decision.

### **Appeal:**

A student may file an appeal from an adverse decision by the Disciplinary Hearing Committee. The Appeal Committee will render a decision based upon their review of the record and documents. The decision of the Appeal Committee is final.

# Student Disciplinary Procedures

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## Disciplinary Actions

Disciplinary action(s) for students found guilty of violating the Student Code of Conduct rules will be determined by the nature of the offense and the student's previous conduct record.

Possible disciplinary actions may include but are not limited to the following:

- warning,
- reprimand
- probation
- restitution
- restriction(s) on the use of or removal from campus facilities
- registration block
- failing grade
- administrative withdrawal
- suspension
- dismissal
- expulsion
- withholding of diplomas or transcripts pending compliance with rules or regulations, completion of any student judicial process or sanction, or payment of restitution

## Rights Associated with the Student Disciplinary Process

Both accuser and accused have the following rights regarding the Student Disciplinary Process:

- All disciplinary proceedings will include a prompt, fair and impartial process from the initial investigation to the final result.
- Accuser and accused will have the same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice.
- Disciplinary proceedings involving sexual misconduct or interpersonal violence will be conducted by officials who receive at least annual training on issues related to sexual violence, domestic violence, dating violence, and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.
- Disciplinary proceedings will be conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused.
- Disciplinary proceedings will be conducted in a manner that is transparent to accuser and accused, including timely notice of meetings at which accuser or accused, or both, may be present
- Daytona State College will simultaneously notify, in writing, both the accuser and the accused of:
  - o The result of any institutional disciplinary proceeding that arises from an allegation of sexual misconduct or interpersonal violence



# Student Disciplinary Procedures

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- o The College's procedures for accuser and accused to appeal the result of the institutional disciplinary proceeding

## **Students accused of a violation of the Student Code of Conduct have the following rights regarding due process protections:**

- The College must provide a student or student organization with timely written notice of the student's or student organization's alleged violation of the code of conduct with sufficient time to prepare for any disciplinary proceeding. The written notice is considered timely if it is provided at least 7 business days before the disciplinary proceeding and may be provided by delivery to the student's college email address, and if the student is under 18 years of age, to the student's parent or to the student organization's email address. The written notice must include the following:
  - o sufficient detail to prepare for any disciplinary proceeding
  - o the allegations to be investigated, including citation to the specific provision of the code of conduct at issue
  - o the process to be used in determining whether a violation has occurred and associated rights
  - o the date, time, and location of any disciplinary proceeding.
- At least 5 business days before the disciplinary proceeding, the College must provide the student or student organization with
  - o A listing of all known witnesses that have provided, or will provide, information against the student or student organization.
  - o All known information relating to the allegation, including inculpatory and exculpatory information.
- The right to the presumption that no violation occurred. The College has the burden to prove, by a preponderance of the evidence, that a violation has taken place. Preponderance of the evidence means that the information presented supports the finding that it is more likely than not the violation of the Code of Conduct was committed by the student or student organization.
- The right to an impartial hearing officer.
- The right against self-incrimination and the right to remain silent. Such silence may not be used against the student or student organization.
- The right to present relevant information and to question witnesses.
- The right to an advisor or advocate who may not serve in any other role, including as an investigator, decider of fact, hearing officer, or member of a committee or panel convened to hear or decide the charge or to hear or decide any appeal.
- The right to have an advisor, advocate, or legal representative at the student's or student organization's own expense, present at any proceeding, whether formal or informal. Such person may directly participate in all aspects of the proceeding, including the presentation of relevant information and questioning of witnesses.
- The right to appeal the final decision of the hearing officer, or any committee or panel, directly to the senior administrator designated by the code of conduct to hear the appeal and render a final decision. The senior administrator designated by the code of conduct to hear the appeal may not have directly participated in any other proceeding related to the charged violation.
- The right to an accurate and complete record of every disciplinary proceeding relating to the charged violation of the code, including record of any appeal, to be made, preserved, and available for copying upon request by the charged student or student organization.

# Community Awareness and Education

Awareness and education are essential to the goal of a campus climate where bystanders are encouraged to intervene safely, victims feel comfortable reporting, and knowledge and attitudes help deter and discourage sexual and gender-based harassment, sexual violence, relationship and interpersonal violence, and stalking.

Daytona State College promotes awareness and education in the college community through comprehensive programs of in-person presentations, online classes, and campus events. Content for these programs is selected to be culturally relevant, inclusive of diverse communities, responsive to community needs, and informed by research.

## These programs include:

- A statement that Daytona State College prohibits all forms of sexual and gender-based harassment, sexual violence, relationship and interpersonal violence, and stalking
- The definitions of sexual assault, domestic violence, dating violence, stalking, and sexual and gender-based harassment
- Definitions of sexual assault, domestic violence, dating violence, stalking and an explanation of consent in reference to sexual activity
- Procedures victims should follow if an incident of sexual assault, domestic violence, dating violence, or stalking has occurred
- How to report sexual assault, domestic violence, dating violence, stalking and sexual and gender-based harassment
- Where to find support and resources
- Safe and positive techniques for bystander intervention information on risk reduction to recognize warning signs of abusive behavior and how to avoid potential attacks
- Recognizing the characteristics of healthy and unhealthy intimate partner relationships, and how to recognize warning signs of abusive behavior, how to respond to abuse, and how to avoid potential attacks
- Harm reduction approach to the consequences of misuse of alcohol, including the role of alcohol in sexual assault
- Information on investigations and disciplinary proceedings possible sanctions or protective measures that DSC may impose following a final determination of an institutional disciplinary procedure regarding rape, acquaintance rape, domestic violence, dating violence, sexual assault or stalking;

Throughout each year Campus Safety, the Office of Equity, the Falcon HOPE Center, and Counseling and Accessibility Services conduct in-person presentations covering sexual and interpersonal violence and sexual harassment. These include scheduled presentations for students in the Athletics, Fresh Start, and Nursing programs as well as presentations for students and employees available upon request.

Information is offered to students, employees, and visitors on campus throughout the year during events such as Student Government Association Welcome Back events, Alcohol and Drug Awareness Day, Safe Spring Break, Sexual Responsibility Day, Sexual Assault Awareness Day, Simple Self Defense for Women and the College Open House events.

# Community Awareness and Education

## **Each semester, all registered students are provided with access to the following free online courses:**

- Impressions – Helps college students recognize sexual assault - what it is, how to help prevent it, and how to report it - and informs them about support resources, both on and off campus.
- Intervene - Demonstrates to students how bystander intervention can be used as a strategy to address a variety of campus issues.
- Healthy Relationships - Helps students identify characteristics of healthy and unhealthy relationships and know how to respond to an abusive relationship
- Lasting Choices – Teaches students how to protect our campus from sexual assault
- Show Some Respect! Prevent Harassment – Helps students learn to identify, report, and prevent harassment by peers
- Understanding the Clery Act – A short overview of the Clery Act, how it works, and how it makes campuses safer
- Alcohol and Drug Awareness Learning Program - emphasizes a harm-reduction approach that teaches students who choose to drink ways to use alcohol responsibly and by informing students of the misconceptions and dangers associated with the illicit use of opioids
- Recognize and Prevent Hazing – helps students understand how to recognize and respond to incidents of hazing

## **Notification of the availability of and free access to the following online courses is provided to all new employees and annually to all employees:**

- Mosaic: Prevent Sexual Violence Together – Trains employees how to recognize and respond to sexual misconduct involving students, including sexual assault, stalking, and intimate partner violence
- Protecting Children – Identifying and Reporting Sexual Misconduct - Help educators and adults who work with children learn how to recognize, prevent, and report sexual misconduct
- Trust Betrayed: Safeguarding Your Students from Sexual Predators – explains the reasons serial sexual abuse can remain unexposed, how to recognize the warning signs of sexual abuse, and concrete steps for reporting incidents or suspicions

## **College employees responsible for responding to sexual misconduct receive the following training:**

- Ongoing training for Campus Security Authorities and Responsible Employees on responding to reports of sexual and gender-based harassment, sexual assault, domestic violence, dating violence and stalking
- Training, conducted at a minimum annually for College officials who are involved in disciplinary proceedings, which covers issues related to sexual and gender-based harassment, sexual assault, domestic violence, dating violence and stalking, including how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability

The Human Resources Departments presents all employees of Daytona State College with mandatory sexual harassment training.

During the required online orientation for all new students, students are presented with information about safety on campus, the Annual Security Report, and Title IX. Campus Safety also offers customizable live safety presentations upon request.

Campus Safety conducts live New Employee Orientations to all incoming employees of Daytona State College including education and awareness of safety policies and practices. These presentations include information regarding sexual and gender-based harassment, sexual assault, domestic violence, dating violence, and stalking.

For more information and updates on our ongoing effort community awareness and education efforts, contact Campus Safety at (386) 506-4444.

# Be an Active Bystander

## Help Prevent Sexual Violence and Misconduct



While Daytona State College is a safe place to pursue your education, sexual violence and misconduct, (terms we use here to describe sexual assault, domestic violence, dating violence, stalking) is a nationwide problem on college campuses.

Making college communities safer from these crimes is the subject of such national efforts as the Violence Against Women Act and Campus SaVE Act.

An important strategy is to engage the campus community, especially students, in creating a culture that discourages sexual violence and misconduct. One of the ways to do this is to teach people how to safely intervene to prevent an incident that is occurring or about to occur, as well as the proper actions to take if an incident has occurred.

**We call this being an Active Bystander.**

### What is a bystander?

A bystander could be someone who has knowledge that a crime or misconduct is occurring, about to occur or has occurred.

### What is an active bystander?

An active bystander is someone who safely takes action to prevent crimes and misconduct from occurring, takes the proper action to report crimes that have occurred and assists victims/survivors by guiding them to the help and resources they need.

### How can we be active bystanders?

The first step in becoming an active bystander is making the choice to be involved. The most important thing to remember when you choose to become involved is that you do so without risking your safety or the safety of those around you.

In many cases being an active bystander just involves calling on others, such as Campus Safety and the police, to help. In some cases being an active bystander involves tactfully getting a friend or fellow student out of a social situation.

### Why is being an active bystander so important?

In addition to preventing and reporting incidents of sexual violence, domestic and dating violence, stalking, harassment and other crimes, and guiding victims/survivors to assistance and resources, research has shown that active bystanders help create a “campus climate” that prevents and discourages violence and misconduct.

For example, we know that a man is more likely to intervene to prevent violence or potential violence against a woman when he perceives that other men around him are likely to do so. The example we set as an active bystander encourages others, contributing to a climate and culture that discourages violence.

### How do you become an active bystander?

An active bystander recognizes when there is a problem, decides to take action and knows how to safely do so.

Ask yourself the following questions:

- Is there a problem? Does someone need help?
- Is it safe to intervene? What are my options?
- What should I do? Should I call on others to help?

Always remember that your own safety is your most important consideration, and calling on others such as law enforcement and Campus Safety is often the best choice.

## How do you recognize a problem and decide on a safe action as an active bystander?

### Let's look at some example scenarios and how you might respond as an active bystander.

- You are at a party and your friend is very intoxicated. You see that someone is trying to get your friend to go home with them. As an active bystander, you can try to prevent your friend from being alone with this person if you feel it is safe to intervene. If possible, you can get other friends to assist you. If you are unable to stop your friend from leaving with this person, and you believe your friend is in danger, you should contact the police.
- You are at a social function and someone you know is continuing to flirt with a person who has clearly shown he or she is not interested. As an active bystander, you can start a conversation with your acquaintance to distract them from flirting with the uninterested person. Distraction is often a useful technique for an active bystander.
- A group of students starts making sexual gestures and comments to another student on campus. The student tries to ignore the comments, but becomes upset. As an active bystander, you can ask the student if he or she wants to leave with you, and then tell Campus Safety or a college administrator. Remember not to be antagonistic toward anyone, regardless of your personal feelings about their behavior.
- You hear a supervisor make a comment to his or her employee that it would nice if the supervisor's spouse had a physique like the employee. As an employee, you could contact the Human Resources department and report the comment.

- You see comments online in regard to a story about a young woman who was raped. Several of the comments imply that the woman deserved to be raped because she had too much to drink and was flirting. As an engaged bystander, you can post a comment that sexual assault is never the survivor's fault, and that the responsibility lies with the person who chose to commit the violence.

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## What else can bystanders do to make a difference?

- **Believe the person** who discloses a sexual assault, abusive relationship or experience with stalking or cyberstalking.
- **Be respectful of yourself and others.** Make sure any sexual act is okay with your partner. Remember that consent can be withdrawn at any time. It is a person's choice whether or not they wish to maintain intimate activity regardless of who initiated the activity.
- **Watch out for your friends and fellow students.** If you see someone who looks like they are in trouble, ask if they are okay. If you see a friend doing something inappropriate, say something.
- **Speak up.** If someone says something offensive, derogatory or abusive, let them know that behavior is wrong and you don't want to be around it. Don't laugh at racist, sexist or homophobic jokes. Challenge your peers to be respectful. If you hear someone planning to take sexual advantage of another person, report it to Campus Safety immediately.
- **Refer someone who needs help.** If you know someone who needs help, refer them to Campus Safety, the Counseling Department or a community resource.
- **Get involved!** Contact Campus Safety, our Title IX Coordinator or the Student Government Association to find out more about what you can do to help prevent sexual assault and misconduct at Daytona State College.

## Helpful strategies for when you can safely intervene

We can't reiterate enough how you should always consider your safety first, and if you have any doubts call Campus Safety or local law enforcement for help. But for those situations when you judge that it is safe for you to intervene more directly, here are some strategies that can help you.

- **"I" statements** - Using "I" statements can improve the chance that the person to whom you are speaking won't perceive your communication as confrontational or judgmental. There are three parts to an "I" statement.

1. State your feelings
2. Name the behavior
3. State how you'd like the person to respond

**Example:** "I feel uncomfortable (1) when you talk about women like that (2). I'd appreciate it if you wouldn't say those things (3)."

- **Non-verbal communication** - A lot of the most important communication we have with each other is non-verbal, e.g. body language. A disapproving look can be more powerful than words.

- **Humor** - Humor can reduce conflict in an intervention and help you relate to a person. However, be cautious not to undermine the seriousness of the issue.

- **Strength in numbers** - Support from a group makes intervention safer and more effective. This is especially effective when a person shows a pattern of inappropriate behavior.

- **Bring it home** - Help someone relate his actions to his own personal experience.

**Example:** "I hope no one ever talks about you like that." or "What if someone said something like that about your girlfriend or mother?"

- **We're friends, right?** - Puts the intervention in a more caring, noncritical context.

**Example:** "Hey Tom, as your friend I have to say that the sexist remarks you make are making a lot of people lose respect for you. You'd do better not to say those things."

- **Distract** - Something as simple as asking a man for directions or the time when you see him on the street harassing a woman can be enough to stop the harassment long enough for the target to get clear.

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Remember, when intervening as an active bystander, never be antagonistic or use violence. Always try to enlist the help of others if available. And, above all, keep yourself safe. If you feel things are getting out of hand and you can't safely intervene, call Campus Safety or the police.

Our goal is to promote a culture of accountability that helps prevent sexual assault and misconduct without causing additional threat or harm to others. Again sometimes enlisting the help of Campus Safety or police is the appropriate action for an active bystander.

No one is responsible for doing it all themselves, but all of us should do something.

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**IF YOU SEE A CHILD IN IMMEDIATE DANGER, CALL 911.**

Penalties for those who suspect a child is being abused but fail to report it have been increased from a misdemeanor to a felony.

Financial penalties also have increased. If you suspect or know of any child who is being harmed, report the abuse immediately.

## Reporting Child Abuse

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### 1. What is abuse?

#### For children:

**“Abuse”** means any willful act or threatened act that results in any physical, mental, or sexual injury or harm that causes or is likely to cause the child’s physical, mental, or emotional health to be significantly impaired. Abuse of a child includes acts or omissions. Corporal discipline of a child by a parent or legal custodian for disciplinary purposes does not in itself constitute abuse when it does not result in harm to the child.

#### For adults:

**“Abuse”** means any willful act or threatened act by a relative, caregiver, or household member which causes or is likely to cause significant impairment to a vulnerable adult’s physical, mental, or emotional health. Abuse includes acts and omissions.

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### 2. What is neglect?

#### For children:

**“Neglect”** occurs when a child is deprived of, or is allowed to be deprived of, necessary food, clothing, shelter, or medical treatment or a child is permitted to live in an environment when such deprivation or environment causes the child’s physical, mental, or emotional health to be significantly impaired or to be in danger of being significantly impaired.

#### For adults:

**“Neglect”** means the failure or omission on the part of the caregiver or vulnerable adult to provide the care, supervision and services necessary to maintain the physical and mental health of the vulnerable adult, including, but not limited to, food, clothing, medicine, shelter, supervision, and medical services, which a prudent person would consider essential for the well-being of a vulnerable adult.

The term **“neglect”** also means the failure of a caregiver or vulnerable adult to make a reasonable effort to protect a vulnerable adult from abuse, neglect, or exploitation by others.

Florida Law (Florida Statutes Chapters 39 <http://www.flsenate.gov/Laws/Statutes/2012/Chapter39> and 415 <http://www.flsenate.gov/Laws/Statutes/2012/Chapter415>) requires any individual who suspects that a child has been abused by any person to make a report with the Florida Abuse Hotline. Any allegations a child was abused or neglected by a caregiver will be investigated by the Department of Children and Families, while allegations of child abuse by someone other than a caregiver will be accepted at the Hotline and immediately electronically transferred to the appropriate local law enforcement agency where the child lives.

## HOW TO REPORT ABUSE

FLORIDA  
ABUSE HOTLINE:  
1-800-962-2873

TDD  
(TELEPHONE DEVICE  
FOR THE DEAF):  
1-800-453-5145

**THIS TOLL-FREE  
NUMBER IS  
AVAILABLE 24/7;  
COUNSELORS ARE  
WAITING TO  
ASSIST YOU.**

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### 3. What is exploitation?

“Exploitation” means a person who:

Stands in a position of trust and confidence with a vulnerable adult and knowingly, by deception or intimidation, obtains or uses, or endeavors to obtain or use, a vulnerable adult’s funds, assets, or property with the intent to temporarily or permanently deprive a vulnerable adult of the use, benefit, or possession of the funds, assets, or property for the benefit of someone other than the vulnerable adult;

or

Knows or should know that the vulnerable adult lacks the capacity to consent, and obtains or uses, or endeavors to obtain or use, the vulnerable adult’s funds, assets, or property with the intent to temporarily or permanently deprive the vulnerable adult of the use, benefit, or possession of the funds, assets, or property for the benefit of someone other than the vulnerable adult.

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### 4. Who do you consider a child?

A child is an unmarried person under the age of 18 who has not been emancipated by order of the court.

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### 5. Who do you consider a vulnerable adult?

A vulnerable adult is a person 18 years of age or older whose ability to perform the normal activities of daily living or to provide for his or her own care or protection is impaired due to disability, brain damage, or the infirmities of aging.

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### 6. What should I do if I suspect a child or vulnerable adult is being abused, neglected or exploited?

Everyone, including professionally mandatory reporters, should contact the Florida Abuse Hotline when they know or have reasonable cause to suspect that a child or a vulnerable adult has been abused, abandoned, neglected, or exploited. The Abuse Hotline counselor will determine if the information provided meets legal requirements to accept a report for investigation.

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### 7. When should I call?

Any person, including professionally mandatory reporters, should contact the Florida Abuse Hotline when they know or have reasonable cause to suspect that a child or vulnerable adult has been abused, abandoned, neglected, or exploited. The Hotline has counselors available 24 hours a day, 7 days a week. The Hotline counselor will determine if the information provided meets legal requirements to accept a report for investigation.

## How to Report Abuse or Neglect

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**IF YOU SEE A CHILD IN IMMEDIATE DANGER, CALL 911.**

Be prepared to provide specific descriptions of the incident(s) or the circumstances contributing to the risk of harm, including who was involved, what occurred, when and where it occurred, why it happened, the extent of any injuries sustained, what the victim(s) said happened and any other pertinent information.

### **Information callers should have ready:**

- Name, date of birth (or approximate age), race, and gender, for all adults and children involved;
- Addresses or another means to locate the subjects of the report, including current location;
- Information regarding disabilities and/or limitations of the victims (especially for vulnerable adult victims);
- Relationship of the alleged perpetrator to the child or adult victim(s);
- Other relevant information that would expedite an investigation, such as directions to the victim (especially in rural areas) and potential risks to the investigator, should be given to the Abuse Hotline Counselor.

**Please contact the Hotline's toll-free reporting number if you believe a child or vulnerable adult is at imminent risk of harm.**



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Always call **1-800-96ABUSE (1-800-962-2873)** in emergency or critical situations. The time required to process a fax or online report may be longer than the time required to process information given in a telephone call. This could delay assistance to victims.

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### **Web Reporting**

To make a report via the Florida Abuse Hotline's Web reporting option, please gather all of your information in advance and go to the following page to access the Web reporting option: <https://myflfamilies.com/services/abuse/abuse-hotline>

Some reporters need to know whether allegations have been accepted for investigation. This information is only available by calling in your report and speaking directly to a Hotline counselor. The on-line process will indicate successful submission of your report; however, it cannot provide information concerning the outcome of a Hotline assessment and should not be used if you need verbal confirmation about your report.

**FLORIDA  
ABUSE HOTLINE:  
1-800-962-2873**

**TDD  
(TELEPHONE DEVICE  
FOR THE DEAF):  
1-800-453-5145**

**THIS TOLL-FREE  
NUMBER IS  
AVAILABLE 24/7;  
COUNSELORS ARE  
WAITING TO  
ASSIST YOU.**

## Timely Warnings

In the event that a situation arises, either on or off campus, that, in the judgment of the Campus Safety Director or his/her designee, constitutes a serious or continuing threat to the campus community or to those in the immediate area, a campus-wide “timely warning” will be issued. The Campus Safety Director or his/her designee will consider whether a timely warning is issued on a case-by-case basis in light of the circumstances and facts surrounding a crime, including factors such as:

- **THE NATURE OF THE CRIME**
  - Crimes falling under the categories of “Clery Act crimes” (listed on page 5) which represent a serious or continuing threat to the campus community.
  - Other crimes involving serious bodily injury or the threat of bodily injury.
- **THE CONTINUING DANGER TO THE CAMPUS COMMUNITY**
  - Suspects have not been identified or apprehended.
  - There is a pattern of crimes against persons or property and a timely warning will help members of the campus community protect themselves and/or their property.
- **ANY CIRCUMSTANCE IN WHICH A TIMELY WARNING WILL AID IN THE PREVENTION OF SIMILAR OCCURRENCES**

Should the Campus Safety Director or his/her designee decide to issue a timely warning, the warning will include information that will promote safety and aid in the prevention of similar crimes. The timely warning will also include known information about the crime that triggers the warning, which may include the date and time the crime occurred, the location, and the type of crime which occurred. Timely Warnings will not include confidential information or information identifying a victim/survivor of a crime.

The Campus Safety Director or his/her designee, in determining the content of a timely warning notice, will consider whether information may compromise law enforcement efforts, for example, by disclosing law enforcement tactics or policies.

Under current Daytona State College policy, the Campus Safety Director or his/her designee may use the following to issue a timely warning:

- **The college email system to students, faculty, and staff;**
- **Posted bulletins in common areas of the campus;**
- **The official Daytona State College Facebook and Twitter accounts;**
- **The Daytona State College student and employee text messaging system;**
- **The Daytona State College and/or Daytona State College Campus Safety Website;**
- **The MyDaytonaState student and employee portal (on the Web);**
- **Other means deemed effective by the Campus Safety Director or his/her designee.**

# Notification to the Daytona State College Community about an Immediate Threat

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The Daytona State College Campus Safety Department, under the direction of the Campus Safety Director or his designees, is responsible for assessing situations and determining if it is necessary to initiate emergency mass notification procedures.

In addition to the Campus Safety Department, members of the Critical Incident Management Team (CIM Team) may initiate these procedures. The Campus Safety Department and the CIM Team maintain open channels of communication with and receive information from Campus Safety personnel, other various offices/ departments at the college, city, county, state, and federal law enforcement and emergency management agencies, and the safety and security departments of other higher education institutions in the area.

If Campus Safety or the Critical Incident Management Team confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the Daytona State College community, Campus Safety or CIM Team officials will:

- **Determine the content of the message;**
- **Determine the segment of the college community to be notified;**
- **Use some or all of the systems outlined on the following page to communicate the threat.**

Campus Safety and the CIM Team will initiate emergency notification of an immediate threat without delay and taking into account the safety of the college community, unless issuing a notification will, in the judgment of the first responders, (including Campus Safety, law enforcement and emergency services personnel), compromise the efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

## Emergency Broadcast Announcements

In the event of weather-related or other emergencies, information on the status of the College will be disseminated via the DSC Alert system, (text, phone call, email), the DSC Help Line at (386) 506-HELP (4357), and DaytonaState.edu.

# Notification to the Daytona State College Community about an Immediate Threat

Daytona State College's emergency mass notification system is built upon a platform of multiple, overlapping methods for notifying the College community. The following systems are used to issue a notification of an immediate threat:

- **DSC Alert**  
Text messages, phone calls and emails to students and employees.  
More information at:  
[DaytonaState.edu/safety-and-security/index.html](http://DaytonaState.edu/safety-and-security/index.html)
- **Voice Over IP Alerts**  
Voice messages broadcast to a network of speakers and speaker phones on DSC campuses.
- **Social Media**  
Official Daytona State College Facebook and Twitter accounts.
- **Campus Safety Officers**  
When possible Campus Safety officers will inform the community directly using bullhorns and moving throughout buildings.

Daytona State College's Emergency Mass Notification strategy is one of continuous improvement. Campus Safety is committed to researching and exploring new advances in mass notification, as well as upgrading and expanding existing systems to ensure that we are providing safety to the Daytona State College community at the highest possible level.

# Responding to Emergencies

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Daytona State College maintains a Comprehensive Emergency Management Plan (CEMP), which includes policies and procedures for responding to emergencies and notifying the college community during an emergency. The college's CEMP relies on two fundamental operational concepts, those given under FEMA's National Incident Management System (NIMS), as incorporated in the National Response Plan (NRP), and the "Emergency Support Function" (ESF) concept, which classifies common operations into organizational groups.

General information about the emergency response and evacuation procedures for Daytona State College are publicized each year as part of the institution's Clery Act compliance efforts.

When a serious incident occurs that causes an immediate threat to the campus, an Incident Commander, normally the Campus Safety Director or his designee, will be responsible for command and control of all aspects of the emergency response, including quickly assessing the emergency situation, determining the level of impact, assessing the effect, containing the incident and assigning the proper resources.

The Critical Incident Management Team is comprised of the college president, administrators, employees who serve key support functions, and their designees. The CIM Team includes direct response personnel as well as those with the role of policy and major decisions normally centered on planning and preparation prior to and recovery from the incident. The Incident Commander is responsible for keeping the Critical Incident Management Team up-to-date on all important matters pertaining to the incident.

The first responders to an emergency are usually Daytona State College Campus Safety officers and law enforcement and emergency services from the city of Daytona Beach, Volusia County, Flagler County and the city of Edgewater.

Depending on the nature of the incident, other Daytona State College departments and other local or federal agencies could also be involved in responding to the incident.

Daytona State College Campus Safety officers are trained in the emergency response and emergency notification procedures stated in the CEMP.

All Daytona State College employees are required to notify the Daytona State College Campus Safety Department and local law enforcement of any emergency or critical incident on campus that may pose an immediate or ongoing threat to the health and safety of the campus community. These agencies have the responsibility to respond and summon the necessary resources to mitigate, investigate, and document the emergency or critical incident. If these agencies determine that the situation does, in fact, pose a threat to the community, Campus Safety will immediately notify the campus community or the appropriate segments of the community that may be affected.

The three main emergency responses used at Daytona State College are Evacuation, Lockdown In Your Area, and Shelter-In-Place.

## **PUBLICLY ACCESSIBLE AUTOMATIC ELECTRONIC DEFIBRILLATORS (AEDs)**

Daytona State College has several Automatic Electronic Defibrillators (AEDs) in publicly accessible areas.

The AED unit provides lifesaving electrical shocks to victims of cardiac arrest and can be operated without formal training or experience.

However, we encourage students and employees to obtain Basic Life Support (CPR and AED) training. Courses are offered through the College of Health and Public Services.

For more information on courses, call (386) 506-3298.

For information on the locations of AEDs at the College, refer to a Campus Maps and Information brochure at [DaytonaState.edu](http://DaytonaState.edu), on your campus or contact Campus Safety.

# Evacuation

## EVAC CHAIRS

Emergency Evacuation Chairs are available for evacuating disabled persons from multi-storied buildings via the stairwell.

The chairs are designed to evacuate persons that weigh less than 300 lbs.

Campus Safety officers are trained to use the EVAC Chairs.

To avoid serious injury, do not use the EVAC Chair unless you have received training.

A list of EVAC chair locations is available in the Campus Safety Offices or by contacting (386) 506-4444.



## PREPARING FOR AN EVACUATION

- Know your building or classroom's floor plan. Know where the doors, windows, stairs, and fire extinguishers are.
  - Current evacuation floor plans with defined exits per building are posted in all DSC buildings. These plans are mounted in frames adjacent to exit doors for easy identification and recall.
- Determine in advance the nearest exit from your work or classroom location and the route you will follow to reach that exit in an emergency. Know the locations of alternate exits from your area, or the areas you frequent on campus.
- If you are in an unfamiliar building, look for exit signs and stairwells upon entering.
- If you work in an interior office, know exactly how many doors you will pass along your evacuation route before you reach the nearest exit. In heavy smoke, exit signs may be invisible. Even in heavy smoke, you can count the number of doors as you pass, so you will know when you reach the exit door.
- Do not return to the building until you have been instructed to do so by DSC Campus Safety, police or fire department emergency responders.

## DURING AN EVACUATION

- Evacuation of all or part of the campus will be announced through DSC Mass Notification System, which includes outdoor emergency notification speakers, indoor voice over IP speaker alerts, DSC Alert text, and phone alerts to mobile devices, and possible additional methods such as Campus Safety officers with bullhorns.
- When instructed to evacuate by Campus Safety or when a fire alarm sounds, all persons who can safely do so must evacuate the determined area.
- Do not slow down during an emergency to retrieve belongings. If time and conditions permit, take only your most important personal items such as a purse, car keys, or glasses, and secure your workplace.
- Follow instructions from DSC Campus Safety or emergency responders.
  - Keep noise to a minimum so you can hear emergency instructions.
- Watch for falling debris and glass inside and outside of building.
- If time/safety permits, attempt to keep existing groups and classrooms of students together. This will assist in identifying anyone who may not have made it out.
- In case of fire or earthquake, do not use elevators.
  - During a fire, if you open a door, check the door for heat with the back of your hand before opening it. Do not open the door if it is hot.
- If time/safety permits, assist people with disabilities in exiting the building.
  - If you cannot evacuate a disabled person, move them to the safest location possible, such as a stairwell or balcony during a fire, and let emergency responders know they are still in the building.
- Once outside, move quickly away from the building and proceed to the closest evacuation location. You should try to be at least 500 feet away from the affected building.
- Keep roadways, fire lanes, and fire hydrants clear for emergency vehicles and responders.
  - Let emergency responders know about anyone who is not accounted for.
- Do not return to the building until instructed by Campus Safety or emergency responders.
  - Do not assume because a fire alarm is silenced it is safe to return to a building. Wait for the official "all clear."

## **EVACUATION OF PERSONS WITH DISABILITIES**

- Faculty and supervisors should try to be aware of the potential needs of their students and employees in an emergency.
  - Be respectful of everyone's rights and privacy. Awareness may involve making a plan with people who come forward to do so, or it may merely involve being able to provide information to emergency responders about people who could evacuate.
  - The Campus Safety Department is available to assist in making an evacuation plan before an emergency for students and employees with disabilities.
- If time/safety permits, assist people with disabilities in exiting the building.
  - If you cannot evacuate someone, assist them to the safest location possible and let emergency responders know they are still in the building
  - Be ready to specify the building, room number and any additional location information. If possible, signal out the window to alert emergency responders if time/safety permits.

## **ASSISTING PEOPLE WHO ARE BLIND OR VISUALLY IMPAIRED:**

- Announce the type of emergency that is occurring.
- Offer your assistance, or your arm for guidance.
- Tell the person where you are going, or about any obstacles, you encounter.
- When you reach safety, ask if further assistance is needed.

## **ALERTING PEOPLE WHO ARE DEAF OR HEARING IMPAIRED:**

- Turn lights on and off to gain the person's attention.
- Write a note with evacuation instructions or directions based on the emergency.
- Indicate directions with gestures.

## **TO ASSIST PEOPLE WITH MOBILITY IMPAIRMENTS TO INCLUDE THOSE USING WHEELCHAIRS, CANES, CRUTCHES AND WALKERS:**

- Ask how to help.
- Remove obstructions.
- Some non-ambulatory persons have respiratory complications. Remove them from smoke and vapors as soon as possible.
- For persons in wheelchairs, ask if they need help driving their chair.
  - Do not attempt to push a power/electric chair.
  - The best way to move a power chair is to use the controls in the way the person does, usually with a hand on the joystick.
- When people with mobility impairments cannot evacuate, assist them to the safest place possible.
  - During a fire, many stairwell landings can help to provide temporary protection in fire emergencies. Close the door behind.
  - Alert DSC Campus Safety or emergency responders that a disabled person is waiting for rescue. Specify the building, floor, exit stairwell and any additional location information.
- During a life-threatening emergency, determine the best carry options for the person based on their input.
  - Power wheelchairs are too heavy to carry down stairs,
  - EVAC chairs are available for evacuating people with mobility impairments.

## **HOME EVACUATION PLAN**

You should also have a home evacuation plan, which should include where you will go (choose several alternatives such as friends and relatives and motels), road maps, and your disaster supplies kit. Visit [www.FloridaDisaster.org](http://www.FloridaDisaster.org), for a good source of information for developing your emergency plan.

Some tips from [www.FloridaDisaster.org](http://www.FloridaDisaster.org) for evacuating your home:

- **Leave as early as possible;**
- **Avoid going to shelters unless absolutely necessary;**
- **Be prepared for delays, traffic, and to take alternate routes;**
- **Stay away from flood waters. If you see water on the road, turn around and go another way;**
- **Bring bedding and clothing, including sleeping bags and pillows;**
- **Bring your portable disaster supply kit, including your documents and medications.**

## **TESTING EMERGENCY RESPONSE AND EVACUATION PROCEDURES**

At least one emergency response/evacuation drill/exercise will be scheduled and coordinated by Daytona State College each calendar year.

The purpose of emergency response drills and exercises is to prepare college community members to effectively respond during an emergency and to assess and evaluate emergency policies and procedures outlined in the Comprehensive Emergency Management Plan and Continuity of Operations Plan.

Daytona State will publish a summary of its emergency response and evacuation procedures in conjunction with at least one drill/exercise each calendar year.



## Shelter In Place

The term **Shelter In Place**, means to seek immediate shelter and remain there during an emergency. At DSC the term **Shelter In Place** is used for responding to a sudden outdoor hazard such as a weather emergency or cloud from a toxic chemical spill that approaches too quickly for evacuation to be a safe option.

The most common hazard requiring the need to **Shelter In Place** is a sudden severe weather emergency (e.g. a tornado).

The following procedures should be followed to **Shelter In Place** for a sudden weather emergency:

- **Try to reach an interior room on lowest floor possible**
- **Stay away from windows, doors, outside walls and DO NOT OPEN WINDOWS.**
- **Close the door and go to center of room.**
- **Cover your head with a blanket, pad, or cushion, if available. If nothing is available, cover head with arms and hands.**
- **Remain in shelter until given an “all clear” by authorities (Don’t assume that a calm in the weather means the danger has passed).**

Employees and students should think about where they would **Shelter In Place** for a sudden weather emergency prior to an incident occurring.

In the case of a toxic chemical spill/cloud, the procedure may be different. (For example, it may be better to move to a higher location to avoid certain chemicals.) Campus Safety will give instructions via the emergency mass notification system.



# Lockdown in Your Area

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**Lockdown in Your Area** means to quickly and quietly isolate yourself from danger.

Lockdown in Your Area is mainly used for responding to danger posed by a violent person or violent persons when evacuation may not be safe. You should determine in advance which locations in areas you frequent are best for Lockdown in Your Area.

The best locations:

- Can be secured by a locked door;
- Provide protection if shots are fired in your direction;
- Don't completely restrict your options for movement;

## TYPES OF EVENTS TRIGGERING LOCKDOWN IN YOUR AREA

The types of events that could require lockdown include situations such as the following:

- Violent Person - Active Threat/Active Shooter;
- Hostage Situation;
- Riot/Large Uprising;

## LOCKDOWN IN YOUR AREA PROCEDURES

- Quickly and quietly find a place to isolate yourself from the danger (hide).
- Lock all doors in area. If restricting entry with a locked door is not possible, use whatever is available, e.g. furniture, equipment, etc. to barricade entry.
- Move people to the point in the room that is most distant from a door entering the room from the outside or from a corridor/hallway. Spread out if possible. Do not huddle.
- Close blinds and drapes for concealment.
- Turn off lights. Put cell phones on silent, and if communication is needed, use text messaging only.
- Remain under lockdown until advised by Campus Safety, senior administration, or law enforcement personnel that danger has passed.

# Access to College Facilities

Daytona State College buildings and grounds are well maintained by the Facilities Services Department. Through cooperation between the Campus Safety, Facilities Planning and Facilities Services departments, the safety and security of the college community is a key focus in the design and maintenance of college buildings and grounds. The inspection and maintenance of locks, doors, windows, lights and alarms are coordinated between the Campus Safety and Facilities Services departments. Access to academic and administrative facilities is generally limited to students, employees, and visitors for the purpose of study, work, teaching, and conducting college business. Certain facilities, such as the library, bookstore, and cafeteria are normally open to the public. Also, many cultural and athletic events held in college facilities are open to the public.

## Daytona State College Identification Cards

All employees and students are issued identification cards. Campus Safety officers regularly check for this identification prior to allowing entrance when the campus or a building is not occupied, especially during non-business hours or in secluded locations. There may be circumstances when it becomes necessary for a Campus Safety officer to request proper college identification from an individual. These checks are necessary for the protection of everyone on campus. It is the policy of Daytona State College that employees and students are to be cooperative with the Campus Safety officer during such requests. ID cards may be obtained at the Question and Answer Center, Wetherell Center (Student Services, Bldg. 100), Rm. 119 on the Daytona Beach Campus and at the Administration office on all other campuses.

## Reporting Intruders or Suspicious Activity

If a person seems out of place or like they do not belong in an area, do not confront them or chase them if they flee. Take note of the individual's description, including age, height, weight, hair color, clothing description and direction of travel.

Contact Campus Safety as quickly as possible at **(386) 506-4444** (extension 4444 from a campus phone).

# Crime Prevention and Safety Tips

For more information  
on crime prevention  
and safety, go to:

[www.DaytonaState.edu/  
safety-and-security](http://www.DaytonaState.edu/safety-and-security)

## PERSONAL SAFETY

- There is safety in numbers. Walk in a group or at least with a friend.
- Walk only in well-lighted areas.
- Never lend out keys. Keys can be duplicated.
- When leaving your office or work area, tell someone where you are going and when you will return.
- Don't offer a ride to any individual you don't know, even if the person claims to be a student.
- Report to Campus Safety any malfunctioning corridor, hallway, or exterior lighting.
- Trust your intuition! If you do not feel comfortable, call Campus Safety at 506-4444 for an escort.

## PARKING LOTS

- Try to park in well-lighted areas.
  - If you arrive during the day and work until after dark, consider moving your car closer during daylight hours.
- Always lock your car doors.
- Be aware of the locations of emergency phones in parking lots and call boxes on buildings.
- Be aware of the name of the lot in which you are parked so you can give your location quickly during an emergency call
  - (e.g. Parking Lot B).
- Carry a whistle attached to your keychain.
- Have keys ready. Be prepared to enter car quickly and lock doors immediately.
- Be all thumbs
  - Carry cell phone with 911 entered and thumb on Send.
  - Carry keyless remote in hand with thumb on panic button.
- Trust your intuition! If you do not feel comfortable, call Campus Safety at 506-4444 for an escort.

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## ELEVATORS

- If you are in an elevator and someone suspicious enters, stand near the controls.
- If necessary, use the emergency alarm.
- The phone in the elevator automatically dials the Campus Safety Office when the button is pushed or the handset is lifted.
- Trust your intuition! If you feel uncomfortable, you do not have to use the elevator. Go back to an office or classroom and call Campus Safety.

## PREVENTING THEFT

- Do not leave valuables unlocked or unattended, even for short periods of time! It only takes a thief seconds to steal your property.
- If you are an employee, lock doors when leaving your office, classroom, or lab. If you do not have a key, call Campus Safety for assistance.
- Do not prop doors open. If a lock is not working properly, report it to Campus Safety.
- Keep a list of your debit/credit card numbers in a safe place. Never loan debit/credit cards or identification cards to anyone.
- Do not carry large amounts of cash on campus.
- Register your bicycle.

## AUTO BURGLARY AND THEFT

- Do not leave valuables or important papers in your vehicle on campus. Especially don't leave any valuables or indication that valuables may be in the car (e.g. mounts for navigation systems) in visible locations.
- Lock all doors and windows.
- Use an alarm or wheel-locking device (e.g. "The Club"), and install an anti-theft device such as a starter-disabler, kill switch, or fuel shut off switch.
- Never leave your vehicle running while unattended.
- Report any individuals who appear to be wandering through lots or looking into vehicles.
- Photocopy your registration and insurance information and leave it in a secure place other than your vehicle.
- Report all other suspicious activity to Campus Safety.

# Missing Student Procedures

## DEFINITIONS

**Residential Student** – Any student who lives in our Student Residence Hall

**Missing** – A student is deemed missing by the College when there is no contact with the student, through regular or normal contacts, for more than 24 hours, when the student is reported missing to Campus Safety and law enforcement, or when Campus Safety and/or College administration determine the student is missing based on other criteria such as the circumstances being out of character or indication that the person may be the victim of a crime or risk of harm to themselves or others.

## CONTACT INFORMATION

All new Daytona State students are presented with the option to provide emergency contact information. This information is only accessible to authorized College officials.

## REPORTING A MISSING STUDENT

Any Daytona State College employee who has knowledge that any Daytona State College student is or may be missing is required to notify Campus Safety as soon as possible.

Any student who has reason to believe that a student is or may be missing should immediately notify Campus Safety at (386) 506-4444.

## INVESTIGATIVE PROCESS

Upon receiving information that a student is or may be missing, Campus Safety will generate a missing student incident report and will immediately launch an initial investigation coordinated with other departments and College administration.

Investigative procedures will be expeditious and may include the following:

- Coordinating with the Residence Hall Coordinator, Resident Assistants, Student Life, and Athletics (if applicable)
- Communicating with contacts the student has designated as emergency contacts with the College.
- Conducting a search of the Student Residence Hall
- Contacting roommates/suitemates, teammates, friends, etc.
- Contacting instructors, coaches, advisors, etc.
- Checking parking lots for student's vehicle
- Checking class schedules and attendance
- Issuing a campus-wide notification at determination of the Campus Safety Director and senior administration.

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## NOTIFICATION PROCEDURES

The Campus Safety Department will notify law enforcement immediately upon determination that a residential student is missing.

Within 24 hours of determination that a residential student is missing, the Campus Safety Department, in coordination with Student Life, (and Athletics if the student is an athlete), will begin notifying each emergency contact designated by the student.

If a student designates multiple contacts for missing person notification, the College will continue notifying all designated contacts unless the College is able to make contact with the student in question and determine that the student is safe.

If the College is unsuccessful in contacting a designated contact, additional attempts will be made based on the determination of the Campus Safety Director and/or senior administration.

When applicable, i.e., for some students under 18 years of age or students who have signed a release, the College will notify a custodial parent or guardian, (in addition to notifying any emergency contacts designated by the student), within 24 hours of the determination that the student is missing.

### Contacts

- Campus Safety – (386) 506-4444
- Student Residence Hall Coordinator – (386) 506-3486
- Student Life Director – (386) 506-4417

# Drug and Alcohol Policies

In compliance with the Federal Drug Free Schools and Campuses Regulations (34 CFR Part 86), Daytona State College prohibits the illegal use, purchase, sale, distribution, manufacture, or possession of drugs and alcohol on its campuses or at any college-related activities. Any student who reports for class or performs his/her duties while under the influence of alcohol or other drugs will be in violation of this policy. This policy applies to all employees and students. Violation of this policy can result in referral to appropriate law enforcement authorities, disciplinary action up to and including immediate suspension, expulsion, termination, probation, loss of financial aid and/ or a requirement of satisfactory participation in a college-approved alcohol or drug rehabilitation program. A criminal conviction is not required for sanctions to be imposed upon a student or employee for violation of this policy. The college will impose sanctions consistent with local, state and federal law upon all employees and students who violate these standards of conduct. Students who violate this policy will be referred to the senior vice president of enrollment and student development for appropriate disciplinary action. Employees will be referred to the human resources officer for appropriate disciplinary action. Drug testing may be required if the college develops a “reasonable suspicion” that the student has used drugs in violation of the campus policy. Reasonable suspicion will be based upon objective facts such as causing or contributing to an accident at the college, exhibiting abnormal conduct, erratic behavior or manifestations of using drugs or being under the influence of a drug. Students will be referred to the Judicial Affairs Office which will consult with appropriate officials to determine the need for drug testing. All students receiving financial aid will notify the college within five days of any conviction for any offense relating to the possession, sale, purchase, delivery, use, manufacture, or distribution of illegal drugs or controlled substances.

## PROVISIONS OF FLORIDA’S DUI LAW

The following includes highlights of Florida’s DUI law. All provisions of the law can be found online at:

<https://www.flhsmv.gov/driver-licenses-id-cards/education-courses/dui-and-iiid/>

Under Florida law, DUI is one offense, proved by impairment of normal faculties or unlawful blood alcohol or breath alcohol level of .08 or above. The penalties upon conviction are the same, regardless of the manner in which the offense is proven.

## STATE OF FLORIDA FINES

- First Conviction: Not less than \$500, or more than \$1,000. With Blood/Breath Alcohol Level (BAL) of .15 or higher or minor in the vehicle: Not less than \$1,000, or more than \$2,000.
- Second Conviction: Not less than \$1,000, or more than \$2,000. With BAL of .15 or higher or minor in the vehicle: Not less than \$2,000, or more than \$4,000.
- Third Conviction More than 10 years from second: Not less than \$2,000, or more than \$5,000. With BAL of .15 or higher or minor in the vehicle: Not less than \$4,000.
- Fourth or Subsequent Conviction: Not less than \$2,000.

## COMMUNITY SERVICE AND PROBATION

First Conviction: Mandatory 50 hours of community service or additional fine of \$10 for each hour of community service required. First conviction, total period of probation and incarceration may not exceed 1 year.

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## **IMPRISONMENT**

At court's discretion, sentencing terms may be served in a residential alcoholism or drug abuse treatment program, credited toward term of imprisonment.

- First Conviction: Not more than 6 months. With BAL of .15 or higher or minor in the vehicle: Not more than 9 months.
- Second Conviction: Not more than 9 months. With BAL of .15 or higher or minor in the vehicle: Not more than 12 months. If second conviction within 5 years, mandatory imprisonment of at least 10 days. At least 48 hours of confinement must be consecutive.
- Third Conviction: If third conviction within 10 years, mandatory imprisonment of at least 30 days. At least 48 hours of confinement must be consecutive. If third conviction more than 10 years, imprisonment for not more than 12 months.
- Fourth or Subsequent Conviction: Not more than 5 years or as provided in s.775.084, Florida Statutes, as habitual/violent offender.

## **DRIVER'S LICENSE REVOCATION PERIODS**

A. First Conviction: Minimum 180 days revocation, maximum 1 year.

B. Second Conviction Within 5 Years: Minimum 5 years revocation. May be eligible for hardship reinstatement after 1 year. Other second offenders same as "A" above.

C. Third Conviction Within 10 Years: Minimum 10 years revocation. May be eligible for hardship reinstatement after 2 years.

Other: 3rd offenders same as "A" above; one conviction more than 10 years prior and one within 5 years, same as "B" above.

D. Fourth Conviction, (regardless of when prior convictions occurred) and Murder with Motor Vehicle: Mandatory permanent revocation. No hardship reinstatement.

E. DUI Manslaughter: Mandatory permanent revocation. If no prior DUI related convictions, may be eligible for hardship reinstatement after 5 years.

F. Manslaughter, DUI Serious Bodily Injury, or Vehicular Homicide Convictions: Minimum 3-year revocation. DUI Serious Bodily Injury having prior DUI conviction is same as "B-D" above.

## **LEGAL SANCTIONS FOR ALCOHOL AND ILLICIT DRUGS**

Florida state law prohibits the possession of alcoholic beverages by persons under age 21, punishable for the first offense by a definite term of imprisonment not exceeding 60 days and/or a fine of \$1,000. It is similarly prohibited and punishable to distribute alcohol to persons under age 21. State law makes it a crime for any person to possess or distribute illicit drugs (controlled substances). The crimes range from second-degree misdemeanors (up to 60 days and \$500 fine) to first-degree felonies (up to 30 years and \$10,000 fine). Distributing large quantities of various controlled substances is punishable, depending on the particular drug and quantity involved, by first offense range from not more than five years imprisonment and fine of not more than \$100,000 to 40 years to life and \$200,000 fine. Even first offenders may face 15 year mandatory sentences if the quantity of drugs is large enough. Subsequent convictions are punishable by not less than five years imprisonment and not more than \$8 million fine.



# Drug and Alcohol Abuse Prevention and Support Activities and Initiatives

## **DAYTONA STATE COLLEGE EAP PROGRAM:**

The Employee Assistance Program (EAP) continues to provide mental health services (including drug and alcohol counseling) for employees and their family members. The service is available 24 hours a day, seven days a week. EAP can be voluntary by employee, or mandatory by employer.

**For more information contact EAP support 24 hours a day, 7 days a week at (888) 293-6948.**

## **CAMPUS DRUG & ALCOHOL SURVEY**

In an effort to assess the effectiveness of DSC's prevention initiatives, surveys of students' perceptions of campus drug and alcohol norms have been conducted in 2004-05 and again in 2010-11. The college utilized the CORE Alcohol and Drug Survey in both cases. The survey sample consisted of a cross-section of students enrolled in general education courses. The survey has been widely used by colleges and universities across the country to measure alcohol and other drug usage, attitudes and perceptions among students. The surveys also measure student awareness of college rules and regulations regarding alcohol and drugs.

## **SUICIDE PREVENTION**

Recognizing the linkage between suicide, substance abuse and other mental health issues, DSC remains focused on suicide prevention and awareness initiatives. The college completed a three-year Campus LIFE Suicide Prevention grant in December 2013 and has continued the efforts that began under the grant. At the end of the grant, the project had provided "GateKeeper" suicide prevention and awareness training to more than 600 persons. Participants (students and staff) were taught how to recognize and respond to signs of depression, substance abuse, and suicidal ideation. The college's Crisis Intervention Services program offers short-term crisis intervention services for students who are in immediate emotional distress. The college has established relationships with outside agencies for students who present complex issues that require services beyond the scope of short-term crisis intervention.

## **STUDENT LIFE AND INTRAMURAL SPORTS**

All members of student clubs and organizations who participate in college-sponsored travel must sign an agreement to not engage in the use of alcohol or illegal substances. The agreement also states that students who violate the agreement will be subject to applicable college disciplinary sanctions. The college's food service provider does not sell alcohol at any of its campus locations. Advertisements for the sale of alcohol are not allowed on campus and the campus newspaper does not carry alcohol or tobacco advertising.

# Drug and Alcohol Abuse Prevention and Support Activities and Initiatives

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Alcohol is prohibited at all student programs, events and activities, whether they occur on or off campus. Several campus programs and activities promote and encourage safe and healthy lifestyle choices. Alcohol and drug-free events give students opportunities to experience social activities where there are no social expectations or pressures to drink or experiment with drugs.

Examples of these activities include:

## **NATIONAL COLLEGIATE ALCOHOL AWARENESS DAY/RED RIBBON WEEK**

Description: Conducted in conjunction with the local school district's observation of Red Ribbon Week, this event focuses on the harmful health and legal consequences of alcohol and drug abuse. Many local agencies that provide substance abuse prevention and treatment services, as well as local law enforcement agencies, are invited to distribute literature and conduct activities.

Great American Smokeout: An interactive attempt to prevent, reduce or eliminate addiction to tobacco products. Conducted annually in November.

Workshops: Tobacco Cessation workshops offered throughout the year.

Safe Spring Break Campaign: This event focuses on personal health and safe issues as students prepare for Spring Break. Substance abuse prevention messages are a major focus of this event. Many local health and human services agencies and law enforcement representatives participate in this event.

## Intercollegiate Athletics

The Intercollegiate Athletics Department is committed to preventing substance use and abuse among student athletes through education, testing and professional referral. All student-athletes and athletics staff are required to attend annual drug education programs and student-athletes are subject to random and or "reasonable suspicion" drug and alcohol testing. The department also facilitates appropriate treatment and rehabilitation for student-athletes as needed. The department's alcohol and drug prevention procedures apply to student athletes on campus, while on college-sponsored activities, as well as in off-campus athletics housing that is owned by the college Foundation.

## Curriculum Infusion

The college credit course Building Stronger Families and Communities (HUS 2540) includes drug and alcohol and suicide prevention and awareness information as a part of the curriculum.

## Tobacco-Free Policy

In 2013, the DSC Board of Trustees approved a policy that prohibits smoking or any use of tobacco products on all college property. The prohibition, which includes any lighted tobacco product or the use of any smokeless tobacco product, applies to students, employees and visitors.

## RESOURCES

SMA Healthcare  
(800) 539-4228  
[SMAhealthcare.org](http://SMAhealthcare.org)

Volusia County Intergroup  
(Alcoholics Anonymous)  
(386) 756-2930  
[Adaytona.org](http://Adaytona.org)

Substance Abuse Mental  
Health Services  
(800) 662-4357

New Season Opioid Addiction  
Treatment Center  
877-284-7074  
(386) 254-1931

[www.newseason.com/clinics/  
daytona-methadone-  
treatment-center](http://www.newseason.com/clinics/daytona-methadone-treatment-center)  
1823 Business Park Blvd  
Daytona Beach, FL 32114

Hearthstone Foundation  
(386) 238-1348  
814 N. Beach St.

Al-Anon  
East Volusia and Flagler  
(904) 315-0233  
[www.al-anon4serenity.org/](http://www.al-anon4serenity.org/)  
West Volusia  
[www.afgdistrict6.org/](http://www.afgdistrict6.org/)

## Drug and Alcohol - Health Risks

### **AMPHETAMINES: Cocaine, Crack**

Cocaine use leads to increased alertness, agitation, apathy, dilated pupils, elevated heart rate and respiratory rate, increased body temperature and with olfactory use can cause stuffy and runny nose and perforated nasal septum. Depression follows use along with the strong desire to repeat usage. Crack can cause delirium, hallucinations, blurred vision, chest pain, muscle spasms, convulsions and death. These drugs are highly addictive.

### **OTHER AMPHETAMINES: Methamphetamine, Ritalin, Speed, Ecstasy**

Amphetamines are highly addictive and have the ability to cause euphoria, increased pulse rate and blood pressure, loss of appetite, excitation, increased body temperature, hallucinations, irrational behavior, convulsions and upon withdrawal causes long periods of sleep, irritability, depression, tremors, loss of coordination, collapse and death. Amphetamines are addictive.

### **HALLUCINOGENS: Peyote, PCP, Mescaline**

Hallucinogens produce hallucinations, panic, confusion, suspicion, anxiety, loss of control, flashbacks and an altered perception of time and distance. They produce a blocking of pain receptors and affect the center of the brain that controls intellect and keeps instincts in check. The use of hallucinogens can cause death.

### **MARIJUANA**

Marijuana is classified as a hallucinogen. It causes euphoria, relaxed inhibitions, fatigue, paranoia, altered sense of time, reduced coordination, increased appetite and impaired comprehension and memory. The immune system of users is lowered and there is an increased risk for lung diseases. The active ingredient, THC, is stored in the fatty tissue of the brain and reproductive system for a minimum of 28-30 days.

### **STEROIDS**

Steroids have many legitimate health benefits in the hands of medical professionals. However, abuse of these powerful drugs can cause irreversible damage to your body. Androgenic steroids, which are related to male sex hormones, are commonly abused for the purpose of gaining muscle mass and enhancing athletic performance.

Well-documented research shows that the long-term health risks of taking these drugs far outweigh any athletic benefits. Health risks include testicular atrophy, reduced sperm count and increased risk of prostate cancer for men. For women, the risks include growth of facial hair, male-pattern baldness, changes in or cessation of the menstrual cycle. Liver tumors and kidney damage in both men and women have been linked to steroid use. Aggressive behavior and other psychiatric side effects have also been documented in both men and women steroid abusers.

### **DEPRESSANTS: Valium, Librium, Phenobarbital, Roofies, Quaaludes**

Depressants slow body functioning and cause slurred speech, disorientation, drunken behavior, shallow respiration, clammy skin, dilated pupils, weak and rapid pulse, anxiety, insomnia, tremors, delirium, convulsions, coma and death. Depressants produce high to moderate levels of tolerance and addiction.

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## ALCOHOL

Although responsible and legal consumption of alcohol is a common social custom in America and many other countries, alcohol is also considered one of the most widely abused drugs in the world. Classified as a depressant, alcohol affects the nervous system, impairing speech, vision and other motor skills. It can impair judgment and abstract mental functioning, including the ability to learn and remember. Alcohol abuse has been associated with increased violent or aggressive acts such as spouse/child abuse, sexual assaults, vandalism and fights. Consumption of large quantities of alcohol (binge drinking) can cause fatal alcohol poisoning. Alcohol is highly addictive and its withdrawal can be life threatening. Use during pregnancy can cause permanent birth defects. Children of alcoholics are at greater risk for alcoholism. Alcohol abuse can cause permanent damage to vital organs, such as the brain and liver and has been associated with various types of cancers.

**OPIATES: Demerol, Dilaudid, Heroin, Methadone, Codeine, Morphine, Oxycontin**  
Opiates are narcotics, painkillers, which cause diminished perception of pain, euphoria, drowsiness, nausea, constricted pupils, reduced heart rate and depression. Narcotics are highly addictive and an overdose can result in death.

## INHALANTS: Paint, Glue

Inhalants can cause nosebleeds, nausea, loss of consciousness and with prolonged use cause damage to the nervous system and other organs. High doses can result in loss of consciousness. The use of inhalants is psychologically addicting.

## TOBACCO PRODUCTS

Although state law defines legal uses of tobacco products, health-care experts consider tobacco use to be the leading preventable cause of disability, disease and death in the United States. Nicotine, the active drug in all tobacco products, is considered as addictive as heroin and cocaine. Daytona State offers free quit smoking classes. Just call 1-877-QUIT-IT-NOW.

## Weapons Policy

Florida State Statute 790.115 and Daytona State College policy prohibit the possession of any firearm, electric weapon or device, destructive device, or other weapon as defined in s. 790.001(13), on any campus, college-sponsored event or property controlled by the college. The only exceptions are weapons carried by sworn law enforcement officers, weapons carried in a case to College-authorized firearms training programs and weapons kept in a vehicle pursuant to 790.25(5).

Individuals licensed to carry a concealed weapon or firearm who are not sworn law enforcement officers are not exempt.

# CRIME STATISTICS

The Clery Act requires colleges and universities to publicly publish three years of campus crime statistics.

Daytona State College crime statistics have been disclosed in compliance with the Clery Act.

## DEFINITION OF CLERY CRIMES:

- **Murder/Manslaughter** - defined as the willful killing of one human being by another.
- **Negligent Manslaughter** - is defined as the killing of another person through gross negligence.
- **Forcible Sex Offenses** - is defined as any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent, including: forcible rape, forcible sodomy, sexual assault with an object, forcible fondling.
- **Non-Forcible Sex Offense** - unlawful, non-forcible sexual intercourse, including, incest and statutory rape.
- **Domestic Violence** - felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is 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 violence laws of the jurisdiction receiving grant monies under VAWA, 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. Any incident that meets the definition of domestic violence is considered a crime for Clery purposes.
- **Dating Violence** - violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; where the existence of such a relationship is determined based on a consideration of the length of the relationship, the type of relationship, the frequency of interaction between the persons involved in the relationship, and whether the victim considers herself or himself in a relationship with the assailant.
- **Stalking** - a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others; or suffer substantial emotional distress.
- **Robbery** - defined as the taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
- **Aggravated Assault** - is defined as an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm.
- **Burglary** - the unlawful entry of a structure to commit a felony or theft.
- **Motor Vehicle Theft** - the theft of a motor vehicle.
- **Arson** - to unlawfully and intentionally damage, or attempt to damage, any real or personal property by fire or incendiary device.
- **Liquor Law Violations** - the violation of laws, ordinances, or college policy prohibiting the sale, purchase, possession or use of alcoholic beverages.
- **Drug Law Violations** - the unlawful cultivation, manufacture, distribution, sale, purchase, possession, or transportation of any controlled drug or narcotic substance.
- **Weapons Law Violations** - the violation of laws, ordinances, or college policy prohibiting the manufacture, distribution, sale, purchase, possession or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons.
- **Hate Crimes** - any of the aforementioned offenses and any other crime where victim intentionally selected based on race, gender, religion, sexual orientation, ethnicity/national origin or disability.

# CRIME STATISTIC TABLES

The following Daytona State College Campus crime, arrest and referral statistics include those reported to the Daytona State College Campus Safety Department, designated campus officials, and local law enforcement agencies surrounding our main campus and regional sites.

Daytona State College monitors, through local law enforcement agencies, criminal activity in which students engaged at off campus locations of official Daytona State College student organizations, including the college's off-campus Athletics student housing, the Whisper Oaks Student Village.

Information on Daytona State College crime statistics is also available on the web-based data collection survey maintained by the Department of Education. The comprehensive user's guide for the survey is located online at: <https://surveys.ope.ed.gov/security>.

Daytona Beach Campus (Main)												
	On Campus			On-Campus Student Housing Facilities			Non-Campus			Public Property		
	2020	2021	2022	2020*	2021*	2022*	2020	2021	2022	2020	2021	2022
Murder	0	0	0	0	0	0	0	0	0	0	0	0
Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	1	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	4	3	7	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	4	2	2	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	1	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Referrals	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Referrals	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Referrals	2	0	2	0	0	1	0	0	0	0	0	0
Hate Crimes	There were no reported hate crimes for the years 2020, 2021, or 2022. * Daytona State College's first on-campus student housing facility opened in Summer of 2022.											

Advanced Technology College									
	On Campus			Non-Campus			Public Property		
	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder	0	0	0	0	0	0	0	0	0
Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	1	1	1	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Weapons Law Arrests	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0	0	0
Weapons Law Referrals	0	0	0	0	0	0	0	0	0
Liquor Law Referrals	0	0	0	0	0	0	0	0	0
Drug Law Referrals	0	0	0	0	0	0	0	0	0
Hate Crimes	There were no reported hate crimes for the years 2020, 2021, or 2022.								

# CRIME STATISTIC TABLES

DeLand Campus									
	On Campus			Non-Campus			Public Property		
	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder	0	0	0	0	0	0	0	0	0
Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	1	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	1	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Weapons Law Arrests	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0	0	0
Weapons Law Referrals	0	0	0	0	0	0	0	0	0
Liquor Law Referrals	0	0	0	0	0	0	0	0	0
Drug Law Referrals	0	0	0	0	0	0	0	0	0
Hate Crimes	There were no reported hate crimes for the years 2020, 2021, or 2022.								

Deltona Campus									
	On Campus			Non-Campus			Public Property		
	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder	0	0	0	0	0	0	0	0	0
Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	1	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Weapons Law Arrests	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0	0	0
Weapons Law Referrals	0	0	0	0	0	0	0	0	0
Liquor Law Referrals	0	0	0	0	0	0	0	0	0
Drug Law Referrals	0	0	0	0	0	0	0	0	0
Hate Crimes	There were no reported hate crimes for the years 2020, 2021, or 2022.								

# CRIME STATISTIC TABLES

Flagler/Palm Coast Campus									
	On Campus			Non-Campus			Public Property		
	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder	0	0	0	0	0	0	0	0	0
Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	1	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Weapons Law Arrests	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0	0	0
Weapons Law Referrals	0	0	0	0	0	0	0	0	0
Liquor Law Referrals	0	0	0	0	0	0	0	0	0
Drug Law Referrals	0	0	0	0	0	0	0	0	0
Hate Crimes	There were no reported hate crimes for the years 2020, 2021, or 2022.								

News-Journal Center at Daytona State College									
	On Campus			Non-Campus			Public Property		
	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder	0	0	0	0	0	0	0	0	0
Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Weapons Law Arrests	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0	0	0
Weapons Law Referrals	0	0	0	0	0	0	0	0	0
Liquor Law Referrals	0	0	0	0	0	0	0	0	0
Drug Law Referrals	0	0	0	0	0	0	0	0	0
Hate Crimes	There were no reported hate crimes for the years 2020, 2021, or 2022.								



# CRIME STATISTIC TABLES

New Smyrna Beach/Edgewater Campus									
	On Campus			Non-Campus			Public Property		
	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder	0	0	0	0	0	0	0	0	0
Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Weapons Law Arrests	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	2	0	0	0	0	0	0	0
Weapons Law Referrals	0	0	0	0	0	0	0	0	0
Liquor Law Referrals	0	0	0	0	0	0	0	0	0
Drug Law Referrals	0	0	0	0	0	0	0	0	0
Hate Crimes	There were no reported hate crimes for the years 2020, 2021, or 2022.								

Crime Statistics - Totals for All Campuses												
	On Campus			On-Campus Student Housing Facilities			Non-Campus			Public Property		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder	0	0	0	0	0	0	0	0	0	0	0	0
Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	1	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	5	5	10	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	4	2	2	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	1	0	1	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	2	0	0	0	0	0	0	0	0	0	0
Weapons Law Referrals	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Referrals	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Referrals	2	0	2	0	0	1	0	0	0	0	0	0
Hate Crimes	There were no reported hate crimes for the years 2020, 2021, or 2022.											
	On Campus			On-Campus Student Housing Facilities			Non-Campus			Public Property		
	2020	2021	2022	2020*	2021*	2022*	2020	2021	2022	2020	2021	2022
<b>Totals</b>	13	9	15	0	0	1	0	0	0	0	0	0

\* Daytona State College's first on-campus student housing facility opened in Summer of 2022.

# DAYTONA STATE COLLEGE ANNUAL FIRE SAFETY REPORT

Daytona State College is committed to providing a safe learning, working and living environment.

The mission of the DSC Residence Hall is to empower students to create safe, caring and inclusive communities, and to encourage and support students in their academic, social and personal growth. To accomplish this mission, DSC Residence Hall will foster students' personal awareness, appreciation of others, and development of skills to succeed in a diverse, global society.

Fire safety is a top priority in the Student Residence Hall. Many fires can be avoided through personal responsibility, common sense and by following the community living standards presented in the Daytona State College Residence Hall Student Housing Guide.

The responsibility for fire safety is not only for residents to protect themselves but their neighbors as well.

If a fire occurs in any Daytona State College building, community members immediately notify Campus Safety at **(386) 506-4444**. Campus Safety will initiate response from the local fire department.

Daytona State College buildings are equipped with fire safety systems including fire alarms that are monitored 24/7 by Campus Safety.

## **The Student Residence Hall fire safety system is equipped with the following:**

- Heat and smoke detectors throughout the building
- Horns and strobes for audible and visual alerting
- 24/7 fire alarm monitoring by Campus Safety dispatchers on campus
- A full sprinkler system covering the entire building for fire suppression, (with a booster pump to ensure correct pressure at all time)
- Manual pull stations throughout the building
- Fire extinguishers in every residence and in the hallways
- Back-up generator that powers the fire safety systems in case of power loss

## **Inspections**

- The fire alarm system is inspected annually.
- The sprinkler fire suppression system is inspected quarterly - four times per year.
- All fire extinguishers are inspected annually.

## **Fire Drills**

A fire drill is conducted at the Residence Hall twice a year, before each Spring and Fall semester. During each drill residents and staff are evacuated from the building and guided to a predetermined location. The Daytona Beach Fire Department and Daytona Beach Police Department participate in these drills.

## **In the Event of a Fire**

If a fire is detected by the heat or smoke detectors, the fire alarm system will activate with horns and strobes throughout the building. All residents and their guests must evacuate immediately when a fire alarm is activated. If you observe fire or smoke and have not been alerted by horns or strobes, evacuate the building immediately and pull the nearest manual pull station along your evacuation route.

# DAYTONA STATE COLLEGE ANNUAL FIRE SAFETY REPORT

## Evacuation

Whether during an active fire, fire drill, other threat-related incident, failure to evacuate a building when an alarm has sounded or when directed by Daytona State College staff is strictly prohibited and may result disciplinary action and termination of your Student Residence Hall housing agreement. Before a need to evacuate arises, know the safest and quickest route out of the building, and be aware of alternative routes. Use stairwells to evacuate. Do not use the elevator. Residents who cannot use stairs should contact 911 or Campus Safety to give their location and wait inside a stairwell for assistance.

Do not rush out into the hallway. If the door to evacuate is closed, first, feel the door by gently applying the back of your hand. If it is hot, use another way out. If the door is cool, you may leave through that door and locate the nearest exit.

### If You Are Not Able to Evacuate

If you encounter excessive smoke along your escape route, get down on floor and crawl out of the building. Smoke rises, so the air near the floor is the cleanest.

If you cannot escape your room due to fire, stuff wet towels, sheets or other wet fabric around the door and vents to keep smoke out. Call 911 and give your location.

### Re-entry to the Building:

Do not re-enter the Residence Hall or any campus building you have evacuated until you are instructed to do so. Campus Safety or Residence Hall staff will inform you when it is safe to reenter the building.

## Daytona State College Student Residence Hall Policies Related to Fire Safety

The setting of any fire in the Student Residence Hall is strictly prohibited and will result in college disciplinary action and possible dismissal from residential housing. Violations of this rule include setting fire to items on a room door or bulletin board or any other flammable material in the hall, and fires caused by a lit candle or cigarette.

Residents are prohibited from having guests in numbers that exceed fire safety occupancy.

Fireworks and Weapons possession and/or use of firecrackers and/or fireworks are strictly prohibited. Violations of this rule include, but are not limited to: discharging, or in any way attempting to discharge, any type of manufactured or homemade fireworks including cannons or bottle rockets in, out of, or adjacent to the Residence Hall. The size of the firecracker is irrelevant.

The possession and/or use of firearms and other dangerous weapons (including firearm and dangerous weapon replicas) are strictly prohibited. This includes, but is not limited to, guns, pellet guns, BB guns, Air soft BB Guns, bows and arrows, clubs, hunting knives, shiv, and ninja stars. Individuals may not display or portray as real any object that resembles a dangerous weapon, including 3D printed weapons or likenesses of weapons.

*Possession of fireworks and weapons are cause for immediate dismissal from the College and immediate removal from the Residence Hall.s*

Tampering with fire equipment such as fire extinguishers and smoke detectors is prohibited. Violations of this policy include removing a fire extinguisher from a prescribed location; discharging a fire extinguisher for any purpose other than putting out a fire; or tampering with smoke detector equipment. Persons violating this policy will face disciplinary action and dismissal from residential housing.

### Hazardous Materials

Gasoline, lighter fluid, turpentine, dry cleaning fluid, and other highly flammable chemicals and dangerous chemicals such as hydrochloric or sulfuric acid, nitrous oxide and liquid nitrogen, are prohibited in the Residence Hall. If in doubt, do not bring materials that might be considered hazardous into the Residence Hall.

# DAYTONA STATE COLLEGE ANNUAL FIRE SAFETY REPORT

## Cooking

Cooking is not allowed in the Residence Hall rooms. All residents are required to purchase a meal plan through Metz Culinary Management. Students are allowed to use microwave ovens to warm food items, however any other cooking appliances (hot pads, InstaPots, etc.) are strictly prohibited. Residents found to be cooking will face disciplinary action.

## Washers/Dryers

These items are provided for by the College. It is the responsibility of the student residents to use this equipment appropriately and to further clean the lint traps regularly to avoid fire risks.

## Banned Substances

Alcohol, tobacco use, vaping and other illegal drugs are not permitted by anyone on campus or within the residence hall.

## Alcohol

The negative effects from alcohol use and abuse impacts our Residence Hall community. Additionally, it is a clear violation of state law to consume alcohol if you are under the age of 21. It is also a violation of the Housing Code of Conduct to engage in this behavior. Housing staff will address residents who they believe may be violating alcohol policies or having trouble due to drinking.

## Drugs

The possession, use, or intent to deliver narcotics or other dangerous drugs, including marijuana, is strictly prohibited. The possession, use, or intent to deliver, narcotics or dangerous drugs, including marijuana, on grounds adjacent to the residence hall is strictly prohibited. The possession of paraphernalia that is specific and unique to illegal drug use (such as bongs or pipes) is prohibited. The possession, use, or intent to deliver, narcotics or dangerous drugs, including marijuana, on grounds and/or in motor vehicles on the grounds adjacent to the residence hall is strictly prohibited. The misuse of prescription medication, including, but not limited to, sales and distribution, is prohibited. The misuse of over-the-counter medication is also prohibited. Information regarding drug-related services and counseling can be found at [www.daytonastate.edu](http://www.daytonastate.edu).

## Tobacco Free Campus

All Daytona State College campuses are tobacco free. Policy prohibits the use of any lighted tobacco or smokeless tobacco, including all vaping/e-cigarette products. Any use of tobacco products in the Residence Hall will result in disciplinary action and surrender of 100% of lease fees for the term of the lease.

## Room Inspections

In order to protect the health and safety of residence hall students, Student Residence Hall Staff will conduct room inspections on a regular basis; some with advance notice and some at random times.

## Reporting

Residents must report all fire incidents to a Residence Hall staff member, i.e. a Resident Assistant or the Residence Life Coordinator, or to Campus Safety by contacting (386) 506-4444. If a staff member or resident is aware of evidence that a fire has occurred, for example, evidence of fire damage from a fire that has been extinguished, that individual should immediately notify Campus Safety.

## Daily Fire Log

A Daily Fire Log recording the date, time, general location, and nature of all fire-related incidents is available for public inspection at all Daytona State College Campus Safety office locations during College business hours Monday – Friday.

## Statistics and Related Information Regarding Fires in On-Campus Residential Facilities

Daytona State College's first and only on-campus residential facility, the Student Residence Hall, first opened in the Summer of 2022.

Residential Facility	Address	2020*	2021*	2022*	Cause	Injuries	Damage
Student Residence Hall Bldg. 350	1200 W. Int'l Speedway Blvd.	0	0	0	N/A	0	\$0.00

*\*Daytona State College's Student Residence Hall Bldg. 350 first opened in Summer 2022*



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