

CAMPUS SAFETY AND SECURITY 2019

The information contained in this document is provided in compliance with the "College and University Security Information Act" which was enacted by the General Assembly of the State of Tennessee on May 8, 1989, approved by the Governor of Tennessee on May 16, 1989, and became effective on July 1, 1989. Its purpose is to assist the reader in understanding the process of campus security and its related policies and procedures at Roane State Community College.

1. Roane State is a two-year institution that serves a primarily rural population. The institution had a total headcount of 5861 for the fall of 2019.
2. Roane State does not have student housing.
3. There are approximately 626 employees at RSCC as of December 2019. This is the latest data available.
4. The Roane State Police and Security Department's main office is located on the main campus in Harriman with offices in the Yager Building, Room Y-102, and is responsible for security operations at all RSCC locations.
5. The Roane State Police and Security Department consists of commissioned and non-commissioned officers with a minimum of 40 hours of on-the-job training annually and first-aid/CPR training. Police Officers are certified under the Tennessee POST commission.
6. The Roane State Police and Security Department work in conjunction with all local, state, and federal law enforcement agencies. All Roane State campuses fall under the jurisdiction of the Tennessee Board of Regents.
7. All crimes are reported to the Roane State Police and Security Department. All crimes occurring on the Roane State Community College property are reported to the Tennessee Bureau of Investigation on a monthly basis.
8. The campuses and facilities of Roane State are restricted to faculty, staff, students, and guests except when all or part of the campus is open to the general public for scheduled events. An outside group may not use any campus facility for organizational fund raising. Religious groups are welcome to use RSCC facilities for business meetings but not for evangelical meetings.
 - a. All persons on any RSCC campus shall be subject to all rules and regulations of the institution, Tennessee Board of Regents, and to all applicable federal and state laws. In addition, all persons who operate motor vehicles on any RSCC campus agree by such operation to be subject to institutional regulations, policies, and procedures regarding traffic and parking.

CAMPUS SAFETY AND SECURITY 2019

- b. According to the RSCC catalog, "Children should not be brought to class or left unattended in any area of the college. Out of consideration to fellow students, faculty and staff, and for safety reasons, please secure appropriate babysitting services off-campus."
9. Security Guards maintain daily logs, which contain the name(s) of anyone admitted to any building after it has been secured at the end of the normal working day or when the campus is closed. For this reason, and because officers may not know all employees personally, they are required to determine proper identification before granting access. Therefore, it is required that all employees carry proper identification when requesting access to any campus facility. Acceptable documents include such items as Driver's License, RSCC/TBR Identification Card, passport, student ID card or similar documents that establish identity.
 - a. After regular working hours or when the campus is closed, guards may deny access to anyone that is unable to produce proper identification or to anyone they believe has no legitimate business on campus.
 - b. Students will not be admitted to buildings, rooms or laboratories after regular working hours or when the campus is closed unless accompanied or approved by an administrator or teaching faculty member. The administrator or faculty member is responsible for oversight of the student's conduct while on campus.
 - c. Students will not be permitted access to laboratories or other rooms that contain equipment where safety and security is of concern, unless the proper instructor or technician is present.

(RSCC Policy GA-08-01)

10. The Roane State Police and Security Department personnel are on duty 24 hours a day, seven days a week at the Roane County Campus and can be reached by phone at (865) 882-4500 and in Oak Ridge at (865) 481-2020. Please check with off campus directors and the VP at the Oak Ridge campus for Security schedules.
11. In order to minimize confusion, liability, and physical harm to occupants of buildings in emergencies, the following plan of response has been developed. Each person has responsibilities that must be fulfilled in order to make the plan work.

In case of a fire or bomb threat, a fire alarm will be pulled to set off the alarm in the building where the emergency is located. If the alarm is activated, the designated personnel will immediately call Security (after hours the switchboard operator must be called and he/she will notify security by radio).

CAMPUS SAFETY AND SECURITY 2019

Immediately on hearing a fire alarm, all faculty and staff must assist in getting all occupants out and at least 200' from the building until the alarm is silenced. The elevator in the building will immediately be checked and shut down by Physical Plant/Security employees. Physical Plant/Security will locate the fire zone and call the appropriate fire department, if necessary. If it is a false alarm, the alarm will be silenced and elevators will be turned on.

If an individual or group poses a threat to anyone on campus, Security should be notified immediately at extension 4565. If the threat occurs after 4:30 p.m., dial 0 for the operator or call extension 4500 for Security.

(RSCC Policy GA-13-01)

12. The use, possession, distribution, sale or manufacture of alcoholic beverages, or public intoxication on property owned or controlled by the institution (Roane State Community College), at an institution sponsored event (including any approved study abroad program), or on property owned or controlled by an affiliated clinical site is prohibited. This includes any violation of any item of the Roane State Community College's Drug-Free Environment policy GA-21-03.

- A. The president of RSCC is authorized to, and may from time to time designate a place on property owned or controlled by the institution where alcoholic beverages may be served by alumni and foundation organizations at a function or event sponsored by said organization.
- B. This area shall not be in classrooms, labs, faculty or administration offices, student gathering areas, outdoor public areas, or athletic facilities accessible to the public. Furthermore, under policy 1 the use and/or possession of alcoholic beverages by students is prohibited on property owned or controlled by the institution.
- C. The sale of alcoholic beverages at the designated place is prohibited. "Sale" means transfer, trade, exchange, or barter, in any manner or by any means, for consideration, including, but not limited to, requiring fees or the purchase of tickets for admission to the area or event at which alcoholic beverages will be served. State funds may not be used for the purchase of alcoholic beverages.
- D. Notwithstanding the provisions noted above, the sale of alcoholic beverages shall be permitted:
 1. If property owned by the Tennessee Board of Regents is disposed of by lease, it is permissible for the tenants of the lessee(s) to sell alcoholic beverage subject to approval by the institution of the tenants occupying the leased property.

CAMPUS SAFETY AND SECURITY 2019

2. Compliance with all applicable laws and regulations shall be required

E. This policy shall not be construed as prohibiting the use of alcoholic beverages as cooking supplies in Hospitality Management/Culinary Arts academic coursework where said beverages are not consumed as it, but, in which, the beverages are used solely in the cooking process, or in the wine tasting process, in a manner that is consistent with standard culinary practices.

Students

Pursuant to Tennessee Code Annotated §49-7-146, RSCC is required to notify a parent of a student under age twenty-one (21) if the student "has committed a disciplinary violation" with respect to the use or possession of alcohol or a controlled substance that is a violation of any federal, state, or local law, or of any rule or policy of RSCC, except as prohibited by the Family Educational Rights and Privacy Act (FERPA). The trigger for notification will be 1) a plea of guilty to the applicable code of conduct violation, or 2) a final finding of guilt pursuant to disciplinary procedures. The Drug-Free Schools and Communities Act of 1989 is included in the on-line Student Handbook.

Student Disciplinary Procedures

Disciplinary action may be taken against a student for violations of this policy (see RSCC Student Disciplinary policy SA-06-01 at <http://www.roanestate.edu/policies/>). Each student shall be responsible for his/her conduct from the time of application for admission through the actual awarding of a degree including periods prior to or between semesters. Conduct occurring while a student is registered or enrolled at RSCC, but not discovered until after the awarding of a degree is actionable under these provisions and may result in the retroactive application of a disciplinary sanction. Should a student withdraw from the college with disciplinary action or academic misconduct action pending, the student's record may be encumbered by the Dean of Students until the proceedings have been concluded.

Employees

As stated above, this policy is applicable to all RSCC employees. Employees may seek the assistance of the Director of Human Resources with any issues related to any sanctions levied as a result of violations of this alcohol policy.

(RSCC Policy GA-20-01, TBR Policy No. **3:05:01**):

13. Weapons on Campus - felony state law prescribes a maximum penalty of six (6) years imprisonment and a fine not to exceed three thousand dollars (\$3,000) for carrying a weapon on school property. "A...state or federal government entity or agent thereof is authorized to prohibit possession of weapons by any person at meetings

CAMPUS SAFETY AND SECURITY 2019

conducted by, or on the premises owned, operated, managed or under control of such...government entity. "

I. Purpose

To maintain a safe educational and working environment for students and employees by establishing rules for possessing and carrying firearms and other weapons on institutional property.

II. Definitions (as used in this policy)

- A. "Carry" means to physically transport a firearm or other weapon on or about the body.
- B. "Concealed" means not visible to ordinary observation.
- C. "Employee" means all faculty, executive, administrative, professional and support staff employed in the service of and whose compensation is paid by a TBR institution. "Employee" does not include independent contractors who provide goods or services to the institution or student workers as defined in TBR Policy 5:01 :01•.00.
- D. "Full-time Employee" includes all faculty, executive, administrative, professional and support staff who are employed on a full-time basis by a TBR institution, but does NOT include a person who is enrolled as a student at the institution, regardless of whether the person is also an employee. A full-time employee is one who has a regular work week of at least 37.5 hours, or who is scheduled to carry a full teaching load or its equivalent. This includes full-time modified fiscal year (MODFY) employees, temporary employees and term appointees who have a regular work week of at least 37.5 hours or are scheduled to carry a full teaching load or its equivalent. "Full-time Employee" does NOT include independent contractors who provide goods or services to the institution. For example, if an institution contracts for custodial services or food services, the contractor's employees are NOT allowed to carry a handgun on the premises, even if they work on the premises full time.
- E. "Enrolled as a Student" as used in the definition of "Full-time Employee" means to be registered for an academic offering at the TBR institution where one is employed, whether or not the academic offering is offered for credit or is not for credit. "Enrolled as a Student" does not include being registered for an academic offering that is delivered solely online, with no requirement for the student to appear on campus in order to complete the course.

CAMPUS SAFETY AND SECURITY 2019

- F. "Firearm" means any weapon designed, made or adapted to expel a projectile by the action of an explosive or any device readily convertible to that use.
- G. "Handgun" means any firearm with a barrel length of less than twelve inches (12") that is designed, made or adapted to be fired with one (1) hand.
- H. "Institution Property" means all land, ground, structures, and any other real property owned, operated or controlled by a TBR institution.
- I. "Motor Vehicle" means a motor vehicle as defined in T.C.A. §55-1-103.
- J. "On or about the person" means carried concealed on the person or carried concealed in a handbag, briefcase or other carrying case that remains within an arm's reach of the person at all times.
- K. "Parking Area" means property provided by the TBR institution for the purpose of permitting employees, students, or invitees to park motor vehicles.
- L. "Possess" means either: (1) direct physical control over a firearm or other weapon at a given time; or (2) the power and intention at any given time to exercise dominion and control over a firearm or other weapon. Examples of possessing a firearm or other weapon include, without limitation, the presence of a firearm or other weapon on or about the person of the employee or in the employee's motor vehicle, desk, lunch box, locker, tool kit, bag, purse, cabinet, or office.
- M. "Student" means any person who is admitted and/or registered for study at a TBR institution for the current academic period. This shall include any period of time following admission and/or registration, but preceding the start of classes for any academic period. It will also include any period which follows the end of an academic period through the last day for registration for the succeeding academic period, and during any period while the student is under suspension from the institution
- N. "Valid Handgun Carry Permit" means a current handgun carry permit issued by the State of Tennessee under T.C.A. §39-17-1351 or issued by another state that has been given reciprocity under T.C.A. §39-17-1351 (r).
- O. "Weapon" means firearm; explosive; explosive weapon; bowie knife; hawk bill knife; ice pick; dagger; slingshot; leaded cane; switchblade knife; blackjack; metal knuckles; razors and razor blades, except those

CAMPUS SAFETY AND SECURITY 2019

used solely for personal shaving; any sharp pointed or edged instrument, except unaltered nail files and clips and tools used solely for preparation

of food instruction and maintenance; or any other weapon of like kind, not used solely for instructional or school-sanctioned ceremonial purposes.

111. Policy

General Prohibition. Except as otherwise provided in this policy, possession of firearms or other weapons on institution property is prohibited.

A. Exceptions for Employees with Valid Handgun Carry Permits.

1. In accordance with T.C.A. §39-17-1309(e)(9) and subject to the limitations set forth in this policy, full-time employees who possess a valid handgun carry permit and are authorized to carry a handgun under T.C.A. §39-17-1351 may carry a handgun on property owned, operated, or controlled by the TBR institution at which they are employed, provided that they are not permitted to carry a hand gun openly or in any manner in which the handgun is visible to ordinary observation, or to intentionally disclose to other employees, students or third parties that they are carrying a handgun, except for the registration required in subsection (i), below.
2. Full-time employees who intend to exercise this right to carry a handgun must first register with the Roane State Community College Police Department. Additionally, the employee must register with the law enforcement agency or agencies designated by their employing institution to receive that registration. If an institution has locations in more than one jurisdiction, the employee must register with the law enforcement agency in each jurisdiction where they intend to carry on campus. To facilitate the registration with local law enforcement agencies, the Roane State police department will provide a copy of the completed registration form to local law enforcement agencies in the counties where the employee indicates on the registration form they may be working.
 - a. Anyone wishing to register will make an appointment with a Roane State Community College police officer at either the Roane County campus, Oak Ridge Branch Campus, or the Cumberland County campus. The employee will bring their gun permit and driver license. The employee will complete the Notification of Employee's Intent to Carry a Concealed Handgun registration form in the presence of a

CAMPUS SAFETY AND SECURITY 2019

witnessing Roane State police officer. The Roane State Police Department will provide a copy of the registration form to local law enforcement agencies in the counties where the employee indicates on the registration form they may be working. The employee is responsible for updating their registration form that is on file with the Roane State Police Department should they need to add campuses depending on where the employee may work or in the event of a change in status of their state handgun permit.

- b. The registering employees' names and other identifying information shall be confidential, not open for public inspection and shall not be disclosed except to the administrative officer of the institution responsible for security of the institution. However, that administrative officer will not be provided with the names or other identifying information of employees under their direct supervision or for whom they evaluate job performance. At Roane State Community College the designated administrative officer will be the president. Additionally, the registration information will be available to all Roane State POST certified police officers.
- c. Registered employees may not carry a handgun on the property of any TBR institution other than their employing institution. If two or more institutions share a property, properly registered employees of all sharing institutions may carry on the shared property
- d. Full-time employees who elect to carry a handgun under T.C.A. §39-17-1309(e)(9) shall have their valid hand gun carry permit in their immediate possession at all times when carrying a handgun and shall display the permit on demand of a law enforcement officer.
- e. Part-time employees may not carry a handgun on institution property, even if they have carry permits.
- f. Roane State's police department has developed a training course and it is available to employees electing to carry a handgun under T.C.A. §39-17-1309(e)(9). The institution is not required to offer such courses. Employees are not required to participate in such courses if they are offered.

CAMPUS SAFETY AND SECURITY 2019

- g. Employees who elect to carry a handgun under T.C.A. §3917-1309(e) are not permitted to carry a handgun at the following times and at the following locations:
- i. Stadiums, gymnasiums, and auditoriums when school-sponsored events are in progress, such as ball games; pep rallies; convocations; graduations; concerts, plays and other entertainment; etc. This includes such events that are sponsored by recognized student organizations.
 - ii. Formal meetings regarding employee or student disciplinary matters.
 - iii. Formal meetings regarding tenure issues.
 - iv. A hospital, or an office where medical or mental health services are the primary services provided, such as a clinic, student health center or a mental health counseling center.
 - v. Any location where a provision of state or federal law prohibits the carrying of a handgun on that property, including, but not limited to:
 1. On the premises of a child care agency, in any vehicle used by a child care agency to transport children, or in the presence of a child being cared for by a childcare agency, such as a campus day care center. (Source: Rules of the Tennessee Department of Human Services, Chapter 1240-04-03, Licensure Rules for Child Care Centers);
 2. In or on any public K-12 school building, bus, school campus, grounds, recreation area, athletic field or any other property owned, operated, or while in use by any K12 board of education, school, or directors for the administration of any public or private K-12 educational institution. This includes buildings or parts of buildings that are dedicated to use by a campus K-12 school, middle college, etc. (Source: T.C.A. §39-17-1309);

3. In or on any building, bus, campus, grounds, recreation area, athletic field or any other property owned, operated, or while in use by a private institution of higher education that prohibits possession of firearms on its property. For example, if your institution operates in a facility shared with a private institution of higher education that prohibits firearms on its property, a TBR employee will not be able to carry a handgun into the portion of the facility controlled by the private institution. (Source: TC.A. §39-171309);
 4. A public park, playground, civic center or other building facility, area or property which, at the time of the employee's possession of a handgun, the employee knows or should know is being used by board of education, school, college or university board of trustees, regents, or directors for the administration of any public or private educational institution for the purpose of conducting an athletic event or other school-related activity on an athletic field, permanent or temporary, including but not limited to, a football or soccer field, tennis court, basketball court, track, running trail, Frisbee field, or similar multi-use field (Source: T.C.A. §39-17-1311); and
 5. A federal facility. (Source: 18 United States Code § 1930)
- vi. Property leased to the institution, if the lessor has prohibited the possession of firearms on the premises.
- vii. In any motor vehicle that is owned, operated, or controlled by a TBR institution and that is provided to an employee for use during the course of employment. The Chancellor may grant an exception to this prohibition to presidents who are

CAMPUS SAFETY AND SECURITY 2019

provided a TBR vehicle under the terms of their employment agreement.

- viii. The employee shall not possess a handgun:
 - 1. While under the influence of alcohol or any controlled substance or controlled substance analogue (Source: T.C.A. §39-17-1321); or
 - 2. While consuming liquor, wine, beer, or other alcoholic beverage within the confines of an establishment open to the public where liquor, wine, beer, or other alcoholic beverages are served for consumption on the premises. (Source: T.C.A. §39-17-1321)

B. Any employee who is the holder of a valid handgun carry permit recognized in Tennessee may, unless expressly prohibited by federal law, transport and store a firearm or firearm ammunition in the permit holder's motor vehicle while on or utilizing a parking area if:

- 1. The employee's motor vehicle is parked in a location where it is permitted to be, and
- 2. The firearm or ammunition being transported or stored in the motor vehicle:
 - a. Is kept from ordinary observation if the employee is in the motor vehicle; or
 - b. Is kept from ordinary observation and locked within the trunk, glove box, or interior of the employee's motor vehicle or a container securely affixed to such motor vehicle if the employee is not in the motor vehicle.
- 3. An employee transporting, storing or both transporting and storing a firearm or firearm ammunition in accordance with this paragraph does not violate this policy or the law if the firearm or firearm ammunition is observed by another person or security device during the ordinary course of the employee securing the firearm or firearm ammunition from observation in or on a motor vehicle.

CAMPUS SAFETY AND SECURITY 2019

- C. When on the premises of the TBR institution where they are employed, employees who are registered to carry a handgun on the premises under T.C.A. §39-17-1309(e)(9) and this policy must have the handgun either:
 - 1. On or about their person, which means that the gun must be carried concealed on the person or it must be carried concealed in a handbag, briefcase or other carrying case that remains within an arm's reach of the person at all times; or
 - 2. Secured in their personal motor vehicle in accordance with T.C.A. §39-17-1313.

IV. Other Exceptions to the Prohibition on Weapons

- A. A person may possess or carry a firearm or other weapon used solely for instructional or school-sanctioned ceremonial purposes on institution property. However, the college's police department should be notified in advance.
- B. A non-student adult may possess a firearm, if the firearm is contained within a private vehicle operated by the adult and is not handled by the adult, or by any other person, while the vehicle is on institution property.
- C. Persons employed in the Army, Air Force, Navy, Coast Guard or Marine service of the United States or any member of the Tennessee National Guard, when in the discharge of their official duties and acting under orders requiring them to carry arms or weapons, may possess the weapons required by the orders.
- D. Civil officers of the United States in the discharge of their official duties may possess required weapons.
- E. Officers and soldiers of the militia and the National Guard, when called into actual service, may possess required weapons.
- F. POST-certified, active-duty law enforcement officers, whether on or off duty, may possess and carry their service firearm on institution property.

V. Right to Search for Weapons

Roane State has the right to search for illegally possessed weapons in any area on the institution's premises, including, but not limited to, lockers, furniture, containers, drawers, equipment or other facilities, lunch boxes, briefcases, personal bags, personal tool boxes or tool kits, parking lots, college vehicles and other vehicles parked on the institution's premises. Such searches may only be conducted by law enforcement officers.

CAMPUS SAFETY AND SECURITY 2019

VI. Sanctions

- a. Violation of the applicable laws regarding possession of firearms or other weapons on TBR institution property shall be reported to the law enforcement agency or agencies having jurisdiction and may result in arrest and prosecution.
- b. Violation of this policy and/or the applicable laws regarding possession of firearms or other weapons on TBR institution property shall result in disciplinary action, up to and including immediate termination of employment or expulsion from the institution.
- c. Roane State shall not take any adverse employment or disciplinary action against an employee or student based solely on the fact that the person has carried a handgun on Roane State property in compliance with T.C.A. §39-17-1309(e)(9) and this policy or stored a firearm or firearm ammunition in a motor vehicle on Roane State property in compliance with T.C.A. §39-17-1313.

VII. Limitations of Liability

- A. Unless carrying a handgun is a requirement of the employee's job description, the carrying of a handgun as allowed by T.C.A. §39-171309(e)(9) is a personal choice of the employee and not a requirement of the employing institution. Consequently, an employee who carries a handgun on property owned, operated or controlled by the TBR institution at which the employee is employed is not:
 1. Acting in the course of or scope of their employment when carrying or using the handgun;
 2. Entitled to workers' compensation benefits under T.C.A. §9-8307(a)(1)(K) for injuries arising from the carrying or use of a handgun; or
 3. Immune from personal liability with respect to use or carrying of a handgun under T.C.A. §9-8-307(h).
- B. Roane State is absolutely immune from claims for monetary damages arising solely from or related to an employee's use of, or failure to use, a handgun by an employee of that institution who has elected to carry a handgun under T.C.A. §39-17-1309(e)(9).

RSCC Policy GA-13-04, (T.C.A. § 39- 17-1309).

CAMPUS SAFETY AND SECURITY 2019

14. This statement is being distributed online to all Roane State Community College employees, faculty, and students in compliance with the provisions of the Drug-Free Workplace Act of 1988 (41 U.S.C. 701, et. seq.) and the Drug-Free Schools and Communities Act Amendments of 1989 (20 U.S.C. 3171, et. seq.).

1. Policy

Roane State Community College supports the provision of a drug-free environment by:

A. Providing notice to all employees and students that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace, and that violation of any of these prohibitions may result in termination of employees or expulsion of students;

B. Establishing a drug-free awareness program to inform employees and students about:

1. the dangers of drug abuse in the workplace;
2. the college policy of maintaining a drug-free environment;
3. the availability of drug counseling referral services;
4. the penalties that may be imposed for drug abuse violations (termination of employees or dismissal for students);
5. notification of Roane State administration of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction;

c. Providing any person employed under a grant of federal monies notice that as a condition of employment under the grant, the employee will:

1. Abide by the terms of paragraph (a);
2. The college would provide notice of the violation to the appropriate federal agency within ten days after receiving notice under subparagraph (b) (5), and take appropriate personnel action against the employee up to and including termination or requiring the employee to participate in a drug abuse assistance or rehabilitation program approved by a Federal, state, or local health, law enforcement, or other appropriate agency;

CAMPUS SAFETY AND SECURITY 2019

D. Providing that any student receiving federal grants, as a condition of the grant, will certify that they will not engage in the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance in conducting any activity connected with the grant.

II. Legal Sanctions

Various federal, state and local statutes make it unlawful to manufacture, distribute, dispense, deliver, sell or possess with intent to manufacture, distribute, dispense, deliver or sell, controlled substances. The penalty imposed depends upon many factors which include the type and amount of controlled substance involved, the number of prior offenses, if any, whether death or serious bodily injury resulted from the use of such substance, and whether any other crimes were committed in connection with the use of the controlled substance. Possible maximum penalties for a first-time violation include imprisonment for any period of time up to a term of life imprisonment, a fine of up to \$4,000,000 if an individual, supervised release, any combination of the above, or all three. These sanctions are doubled when the offense involves either: 1) distribution or possession at or near a school or college campus or, 2) distribution to persons under 21 years of age. Repeat offenders may be punished to a greater extent as provided by statute. Further, a civil penalty of up to \$10,000 may be assessed for simple possession of "personal use amounts" of certain specified substances under federal law. Under state law, the offense of possession or casual exchange is punishable as a Class A misdemeanor; if there is an exchange between a minor and an adult at least two years the minor's senior, and the adult knew that the person was minor, the offense is classified a felony as provided in T.C.A. §39-17417. (21 U.S.C. 801, et. seq.; T.C.A. §39-17-417)

It is unlawful for any person under the age of twenty-one (21) to buy, possess, transport (unless in the course of his employment), or consume alcoholic beverages, wine, or beer, such offenses being classified Class A misdemeanors punishable by imprisonment for not more than 11 months, 29 days, or a fine of not more than \$2500, or both (T.C.A. § 1-3-113, 57-5-301). It is further an offense to provide alcoholic beverages to any person under the age of twenty-one (21), such offense being classified a Class A misdemeanor. (T.C.A. §39-15-404) The offense of public intoxication is a Class C misdemeanor punishable by imprisonment of not more than 30 days or a fine of not more than \$50, or both.

(T.C.A. §39-17-310)

111. Institutional/School Sanctions

Roane State Community College will impose the appropriate sanctions on any employee or student who fails to comply with the terms of this policy.

A. Employees

As a condition of employment, each employee, including student employees, must abide by the terms of this policy and must notify their department head/supervisor of any criminal drug statute conviction for a

CAMPUS SAFETY AND SECURITY 2019

violation occurring in the workplace no later than five days after such conviction. A conviction includes a finding of guilt, a plea of nolo contendere, or imposition of a sentence by any state or federal judicial body. Possible disciplinary sanctions for failure to comply with this policy, including failure to notify of conviction, may include one or more of the following:

1. Termination
2. Suspension
3. Mandatory participation in, and satisfactory completion of, a drug/alcohol abuse program, or rehabilitation program
4. Recommendation for professional counseling
5. Referral for prosecution
6. Letter of warning
7. Probation

B. Students

Possible disciplinary sanctions for failure to comply with the terms of this policy may include one or more of the following:

1. Expulsion
2. Suspension
3. Mandatory participation in, and satisfactory completion of, a drug/alcohol abuse program, or rehabilitation program
4. Referral for prosecution
5. Probation
6. Warning
7. Reprimand

See Student Disciplinary policy SA-06-01 for the full detailed version of student due process procedures for violations of this

CAMPUS SAFETY AND SECURITY 2019

policy. Access the complete detailed RSCC policy, Student Disciplinary, at RSCC's policy website.

IV. Health Risks Associated With the Use of Illicit Drugs and the Abuse of Alcohol A cursory description of the health risks associated with the use of beverage alcohol and illicit drugs are as follows:

A. Alcohol

Use or abuse of alcohol is the most neglected health problem in the United States today. Alcoholism is a complex, progressive disease in which the use of alcohol interferes with health, social and economic functioning. Untreated alcoholism results in physical incapacity, permanent mental damage and/or premature death.

Alcohol is involved in one-third of all suicides, half of all murders, and is involved in over 50% of all arrests. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death.

Alcohol is the third leading cause of birth defects involving mental retardation. Use during pregnancy may cause spontaneous abortion, various birth defects, or fetal alcohol syndrome.

Drinking is implicated in cancer, heart disease, liver disease, gastrointestinal disease, and other illnesses. Alcoholism reduces life expectancy by twelve years.

Beverage alcohol can damage all body organs, leading to liver, heart and digestive problems, circulatory system interference, personality disorders, reproductive problems, and central nervous system disorders such as poor vision, loss of coordination, memory loss, loss of sensation, mental/physical disturbances and permanent brain damage.

The physical and psychological changes that occur as a result of addiction to alcohol can pave the way for addiction to pharmacologically similar (mood altering) drugs.

B. Illicit Drugs

Illicit drugs are natural and synthetic chemical substances used to affect body processes, the mind and nervous system and behavior and feelings used without medical supervision to alter the sensorium of the user. The

CAMPUS SAFETY AND SECURITY 2019

use of illicit drugs results in many of the health risks that are involved with alcohol use. However, specifically, the illicit use of drugs increases the risk of: mental deterioration, death from overdose, physical and mental dependence or addiction, hepatitis and skin infections from needle use, psychotic reactions, inducement to take stronger drugs, brain damage, danger of "flash-back phenomenon", hallucinations, unconsciousness, deep depression, distortion of time and space, permanent damage to the lungs, brain, kidneys and liver, death from suffocation or choking, anemia, amnesia, AIDS and other infections.

If used excessively, the use of alcohol and drugs singularly or in certain combinations may cause death.

V. Available Drug and Alcohol Counseling, Treatment, Rehabilitation Programs, and Employee Assistance Programs

The counselors in Roane State Counseling and Disability Services provide short term supportive counseling and referrals to appropriate community resources for current students who now have or have had a drug and/or alcohol problem. The procedures are:

- A. To encourage the individual with a problem to seek the assistance of a qualified drug/alcohol therapist or seek treatment from a drug treatment center, or other appropriate community resources. mental health center.
- B. Provide information to the individual regarding treatment and other community resources in the surrounding area Description materials are provided when available detailing the facility, length of stay, cost, etc. For a detailed list please view the RSCC Quick Reference Community Resource List.
- C. Provide short term supportive counseling and encourage the student to contact community resources.
- D. Employees seeking assistance should contact EAP directly, or they may contact Human Resources.

(RSCC Policy GA-21-03)

15. Roane State Community College has established, as allowed by legislation, a policy on smoking and use of tobacco products on campus. This policy is as follows:

1. Smoking and the use of other tobacco products is prohibited in all college buildings and indoor facilities, campus grounds and walkways, and all areas where non-smokers cannot avoid environmental smoke. Other tobacco

CAMPUS SAFETY AND SECURITY 2019

products include electronic cigarettes (e-cig or e-cigarette), personal vaporizer (PV), or electronic nicotine delivery system (ENDS) that are battery powered devices which simulate tobacco smoking. Appropriate signage will be posted designating the campus as non-smoking.

2. A small smoking area will be provided for employees and students in designated areas of the parking lot for the Roane County and Oak Ridge campuses and at designated areas for each satellite location.
3. Smoking or use of other tobacco products is prohibited inside any college vehicle.
4. Enforcement of this policy for staff will be the primary responsibility of supervisors. Roane State police officers and security guards will be responsible for enforcement at public events. Student offenders will be referred to the Dean of Students if disciplinary action is deemed necessary. All college personnel have the authority to enforce this policy.
5. This policy will be widely communicated through standard institutional communication channels.
6. The sale of any products containing tobacco is prohibited on all property owned or controlled by the Tennessee Board of Regents and its institutions.

(RSCC Policy No. GA-21-01)

16. Roane State has an approved landscaping plan, which takes into consideration the security of those on campus. Adequate outdoor lighting has been installed and is on a computer program to accommodate late night events.
17. Security matters that may affect the campus community can be communicated through memorandums and/or "The Communicator". "The Communicator" is a weekly newsletter distributed by e-mail to all faculty and staff.
18. The Roane State Police and Security Department consists of commissioned and non-commissioned personnel. Full-time commissioned officers carry firearms while on duty at Roane State Community College; non-commissioned officers are unarmed. Visiting commissioned officers from other law enforcement agencies may carry their weapons while on the campus with the proper identification.
19. All students who apply and meet regular admission requirements are admitted.
20. An applicant for employment who has been convicted of a felony will be subject to review by the Director of Human Resources. If the act for which the applicant was convicted directly affects the performance of the employee or poses a threat

CAMPUS SAFETY AND SECURITY 2019

to the campus community, the employee may be subject to rejection, reassignment, or further review by the Director of Human Resources.

Items (d) 1 - 9 of The Act relate to student housing and are not applicable to Roane State Community College.