**Policy on Closure of the College**

**Due to Adverse Weather and Other Conditions**

The following is an excerpt from the “Policy on Closure of the College Due to Adverse Weather and Other Conditions”:

**General Policy**

When inclement weather prevails (ice, snow, or natural disaster) or other hazardous conditions exist, the President or his designee will determine whether the college will be closed and/or what activities of the college will be canceled or postponed. The President’s designee is the Chief of Staff. Announcements about the closing and reopening of the college, cancellations or postponements of classes and other activities, and whether college personnel and students should report to work or class will be made over radio and television stations, Spartan Alert System (SAS), and social media outlets. The Director of Marketing and Publications will make contact with the radio and television stations and update the website. The Director of Public Safety and Security will maintain the SAS. Activities of the college will proceed as scheduled unless specifically announced otherwise. The college will reschedule classes canceled because of inclement weather as necessary. Additional information is available in the college catalog.

**Drug and Alcohol Policy**

1. **PURPOSE**

James Sprunt Community College is committed to the maintenance and protection of an environment in which students and faculty members “can responsibly pursue their goals through learning, teaching, research, and discussion, free from internal or external restraints that would unreasonably restrict their academic endeavors.” Additionally, it is the obligation of all members of the college community — students, faculty, administration, and other employees — to help maintain an atmosphere where academic freedom thrives and in which the rights of each person within the college community are respected.

1. **UNLAWFUL USE**

Illegal drug use poses a threat to higher education communities. Drugs endanger the health and safety of all persons within these communities and jeopardize the integrity of the pursuit of learning and teaching. Therefore, it is the policy of this college that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance or alcohol, is prohibited while in the work place, on college premises or as part of any college-sponsored activities. Any employee or student violating this policy will be subject to disciplinary action up to and including termination or expulsion and referral for prosecution. The specifics of this policy are as follows:

1. James Sprunt Community College does not differentiate between drug users, drug pushers, or sellers. Any employee or student who unlawfully possesses, uses, sells, gives, or in any way transfers a controlled substance or alcohol to another person, or manufactures a controlled substance or alcohol while in the work place, on college premises, or as a part of any college-sponsored activity, will be subject to disciplinary action up to and including termination or expulsion and referral for prosecution.
2. The term “controlled substance” means any drug listed in 21 CFR Part 1308 and other federal regulations; as well as, those listed in Article V, Chapter 90 of the North Carolina General Statutes. Generally, these are drugs which have a high potential for abuse. Such drugs include, but are not limited to, Heroin, Marijuana, Cocaine, PCP, and "Crack.” They also include "legal drugs” which are not prescribed by a licensed physician. Alcoholic Beverages include beer, wine, whiskey, and other beverages listed in Chapter 18B of the General Statutes of North Carolina.
3. If any employee or student is convicted of violating any criminal drug or alcoholic beverage control statute while in the college workplace, on college premises, or as a part of any college-sponsored activity, he or she will be subject to disciplinary action up to and including termination or expulsion. Specifically, any such person who is convicted of a felony or a misdemeanor which results in an active prison sentence will, if a student, be expelled, or if an employee, be terminated from employment. Other misdemeanor convictions will be evaluated on a case-by-case basis, and the penalties to be imposed may range from written warnings or mandatory counseling or rehabilitation to expulsion from enrollment or discharge from employment. Any person charged with a violation of these "Unlawful Use” policies may be suspended from enrollment or employment before initiation or completion of disciplinary proceedings if the Chief of Staff determines that the continued presence of such person within the college community would constitute a clear and immediate danger to the health or welfare of other members of the community after an appropriate predetermination inquiry.
4. Each employee is required to inform HR, and students to inform Associate Vice President of Student Services in writing, within five (5) days after he or she is convicted of violation of any federal, state, or local criminal drug or alcoholic beverage control statute where such violation occurred while in the college workplace, on college premises, or as a part of any college-sponsored activity. A conviction means a plea of or a finding of guilt (including a plea of *nolo contendere*) and the imposition of a judgment by a judge sitting with or without a jury in any federal or state court.
5. The Chief of Staff or HR must notify the U. S. governmental agency from which a grant was made within (10) days after receiving notice from the grant employee or otherwise receiving actual notice of a drug conviction. Disciplinary action against the convicted employee must be undertaken by the college within 30 days. As a condition of employment on any federal government grant, the law requires all employees to abide by this policy.
6. A description of applicable state sanctions and the health risks associated with the use of both illicit drugs and alcohol is attached and included as a part of this policy.

**Additional Policy:**

No employee, student, or guest shall knowingly use or be under the influence of any non-prescribed narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, or intoxicant of any kind on the College campus; however, the legal use of alcoholic beverages may be allowed as appropriate at selected off-campus college-sponsored activities. Infractions that violate this policy will be reported to the Vice President of Student Services for appropriate disciplinary actions.

**Policy Concerning Weapons on Campus**

**or Other Educational Property**

It is against college policy for any person, while on college property, to possess or carry, with a limited exception, any gun, rifle, pistol, or other firearm; dynamite cartridge, bomb, grenade, mine, powerful explosive as defined in G.S. 14.284.1; BB gun, stun gun, air rifle, air pistol, bowie knife, dirk, dagger, slingshot, leaded cane, switchblade knife, black jack, metallic knuckles, razor or razor blades (except solely for personal shaving), firework, or any sharp-pointed or edged instrument except instructional supplies, unaltered nail files, clips, and tools used solely for preparation of food, instruction, maintenance, or for school-sanctioned ceremonial purposes, or any other weapon of any kind.

A firearm is permissible on campus only under the following circumstances:

1. The firearm is a handgun; **AND**
2. The individual has a valid concealed handgun permit or exempt from the law requiring a permit; **AND**
3. The handgun remains in either: a closed compartment or container within the individual with the permit’s locked vehicle; or a locked container securely affixed to the individual with the permit’s locked vehicle; **AND**
4. The vehicle is only unlocked when the individual with the permit is entering or exiting the vehicle; **AND**
5. The firearm remains in the closed compartment at all times.

College property refers to any college building or vehicle, campus grounds, recreation areas, athletic fields, or other property owned, used or operated by the college Board of Trustees. Any person violating this policy shall be guilty of a felony or misdemeanor depending on the weapon involved and the enrollment status of the individual.

Infractions that violate this policy will be reported to the Chief of Staff for appropriate disciplinary actions.

**Campus Security and Safety Information**

James Sprunt Community College seeks to provide an atmosphere of openness for the encouragement of collegiate activity on campus facilities. However, this policy of promoting openness must be balanced by controls designed to promote security on campus facilities.

The President is primarily responsible for campus security, and the Director of Public Safety and Security is responsible for campus safety. Statistics on campus crime are gathered and annually published in a document entitled “Annual Security Report”. This report is posted in the McGowen Building and available in the Office of the Director of Public Safety and Security. It can also be found on the website at [www.jamessprunt.edu](http://www.jamessprunt.edu).

**Crime Prevention**

Security’s number one priority is to maintain high visibility as a deterrent to crime. Every effort is made to prevent the occurrence of criminal activity through frequent patrolling of all campus buildings, grounds, and parking lots.

All officers are equipped with two-way radios for immediate dispatch to an emergency. When necessary, an outside agency, such as the Duplin County Sheriff’s Office or Kenansville Police Department is contacted for assistance.

Students, faculty and staff should report to the JSCC Security incidents and concerns immediately so that response measures may be taken.

**Student Injuries and Campus Sickness**

Students who are injured on campus should seek urgent medical assistance when the need exist. All injuries should be reported to the College Resource Officer (CRO) who will assist with providing illness and injury updates to the Director of Public Safety and Security, and to the Associate Vice President of Student Services. Students, at their earliest opportunity, should complete JSCC's Student Incident form as well as the required paperwork for filing a student insurance claim. These forms may be obtained in the Student Services Department located in the Strickland Building. Student should make every effort to accurately report injuries and serious illnesses to the CRO.

**College Policy On Campus Crime**

In accordance with the Student Right-To-Know, Campus Crime Security Act of 1990, and the Clery Act, JSCC exhibits “zero tolerance” toward violence on campus, including sexual assault, aggravated assault, physical confrontations of any kind, verbal threats of intent to cause harm, harassment designed to intimidate another, hate crimes, robbery, burglary, and property crimes such as destruction, theft, and sabotage. For more information regarding this policy, please feel free to contact the Associate Vice President of Student Services and/or the Director of Public Safety and Security.

**Emergency Services**

Security and the Associate Vice President of Student Services are the primary First Responders. They respond to campus emergencies such as injury, illness, fire, tornadoes, etc. In the event of an emergency, students and campus visitors should follow the instructions of college officials. In addition, emergency instructions are posted throughout the campus.

FOR **MEDICAL** EMERGENCIES DIAL: **911**

**Non-Medical Emergency Assistance**

**Day:**

Director of Campus Safety and Security – (910) 275-6175 McGowen Building

Security, (910) 275-6174, Cell – (910) 375-2150

Receptionist, (910) 275-6100 McGowen Building Lobby

**Evening:**

Security, (910) 275-6101 Evening Coordinator – Strickland Building

Receptionist, (910) 275-6101 Strickland Lobby

**Public Safety Concerns:**

Coordinator of Campus Safety and Security – (910) 275-6175

College Resource Officer - (910) 275-6174 – Office

College Resource Officer - (910) 375-2150 - Mobile

**Please remember: Safety Tips**

* **Park in well-lit areas.**
* **Avoid walking alone in the dark.**
* **Be alert! Your safety depends mostly upon your attitude and actions.**
* **Please report any suspicious individuals or activities to the JSCC Resource Officer (CRO).**

**Spartan Alert System**

**(S.A.S.)**

The Spartan Alert System (S.A.S.) is a messaging system that is used to send out messages to 1000s of people at one time as emails, text messages and/or voice messages. James Sprunt uses this system for emergency alerts, school closings, and important school information. Registered Students are automatically given an account with S.A.S. and messages are automatically sent to the user’s James Sprunt email account. If a student chooses to receive messages as text or voice messages, it is necessary for the student to log into their S.A.S. account and enter the phone number directly.

To log into the alert system, go to [www.jamessprunt.edu](http://www.jamessprunt.edu) and click on the “Student Toolbar”at the top of the page. Scroll down to the Spartan Alert System and follow the instructions. Once logged into the account, the user will have access to add and remove phone numbers for texts and voice messages as well as additional email addresses. On the right side of the page, non-curriculum students can create a login and receive any public messages that are transmitted. For assistance, contact the Just Ask Tech Support team ([justasktechsupport@jamessprunt.edu](mailto:justasktechsupport@jamessprunt.edu); (910) 275-6400 or Room #105 in the Hoffler building.