

Piedmont Technical College students are expected to conduct themselves in a mature, dignified and honorable manner both inside and outside the college. Activities that are considered detrimental to the aims and objectives of the college may be cause for disciplinary action. All instructors, as well as administrators, have express authority for general supervision of student conduct. The Vice President for Student Development and the Dean of Students will recommend methods of handling cases of alleged misconduct, according to the Student Code for the South Carolina Technical College System.

HARASSMENT AND SEXUAL ASSAULT POLICY

Piedmont Technical College is committed to maintaining a safe and supportive campus for all faculty, staff and students. The college affirms the principle that individuals have the right to be free from any form of harassment or discrimination. Harassment consists of unwelcome conduct, whether verbal, physical or visual, that is based upon a person's sex, color, race, religion, national origin, age, disability or other protected status. Piedmont Technical College will not tolerate harassing conduct that interferes unreasonably with a student's educational process; an individual's work performance; or that creates an intimidating, hostile or offensive campus environment.

Definitions

Sexual Harassment includes unwelcome sexual advances; requests for sexual favors; and other physical, verbal or visual conduct based on sex. Sexual Harassment is indicated when: (1) submission to the conduct is an explicit or implicit term or condition of learning or employment; (2) submission to or rejection of the conduct is used as the basis for evaluating learning or for an employment decision; or (3) the conduct has the purpose or effect of unreasonably interfering with an individual's learning or performance or creating an intimidating, hostile or offensive campus environment.

Sexual Assault is any physical contact of a sexual nature up to and including rape, which occurs against a person's will and/or without a person's consent.

Sexual Harassment Reporting Procedures

If a student is sexually assaulted while at Piedmont Technical College, he/she should not change clothes or bathe before seeking medical attention or reporting the crime. Immediately contact Public Safety at (864) 941-8000, who will complete an incident report and refer the victim to the emergency room. They will also refer the student to the local County Sheriff's Department if the student wishes to press charges. The student will also be referred to the Sexual Trauma and Counseling Center. The Vice President for Student Development will investigate all allegations involving students for appropriate disciplinary follow-up. The Director of Human Resources will investigate all allegations involving faculty, staff or administration.

If a student at Piedmont Technical College is facing sexual harassment, he/she should contact the Vice President for Student Development in 239-A. A conference will be held with the student to determine the appropriate action that is required. Students can review the Student Grievance Procedure in this Student Handbook, pages 21-23.

Victim Assistance

Campus Security will advise a sexual assault victim of their option to file criminal charges with local law enforcement authorities. They will also assist victims with transportation to the nearest designated sexual assault treatment center. The college will provide victims of sexual assault and sexual harassment with counseling and information about victim support services, such as the Sexual Trauma and Counseling Center.

The college will grant victims' requests for reasonable and appropriate alternative accommodations to allay their security and safety concerns. Possible accommodations may include alternative classes, campus relocation, work reassignments and/or schedule changes.

The victim may choose to exercise the option to file formal disciplinary actions against the alleged assailant under the Student Code and the Student Grievance Procedure.

Disciplinary Procedures

Disciplinary actions imposed for sexual assault and sexual harassment offenses vary according to the severity of the conduct and may include expulsion of a student or termination of employment for a faculty or staff member. Due process under established college disciplinary procedures will be accorded all parties.

Both the complainant and the accused have the right to counsel, but solely for offering advice. Both parties will be notified of the resolution of any disciplinary proceedings regarding sexual assault and both parties have the right to appeal. All procedures are found in the South Carolina Student Code found on pages 16-22 of this Student Handbook.

Educational Programs

Piedmont Technical College provides programming to enhance the awareness and prevention of harassment, including sexual assault and sexual harassment. Designated staff members and community experts give presentations and provide resources on request. In addition, pamphlets and brochures are available in the Student Success Center.

CHILDREN ON CAMPUS

At this time, Piedmont Technical College is not able to offer child care services to students with children. As a result, students must make arrangements for child care while they are attending classes or working in labs. The presence of children in classes or labs is disruptive for the instructor and fellow classmates, and we want everyone to gain as much as possible from the educational experience at PTC. Thank you for helping to ensure the academic success of all of our students, including your own.

SEVERE WEATHER POLICY

The college is committed to providing a safe and secure campus for students, employees and visitors. To that end, college personnel will take appropriate actions to prevent conditions that could result in the harm of lives and/or property.

WATCH – means that conditions are present for severe weather to develop, e.g. thunderstorm, tornado.

WARNING – means that severe weather is imminent and that a tornado or funnel cloud, for example, has been sighted.

When a warning is issued, students will be directed to the many SAFE zones throughout campus. SAFE zones are interior classrooms, offices or hallways that do not have windows or outside doorways. Students should NOT attempt to leave campus during this period.

When weather conditions return to normal, students, faculty and staff will be directed to return to their classrooms and offices.

In the case of severe weather conditions during the night, such as snow and ice, students should monitor local radio stations to determine whether the college will be open, closed or on a late start schedule. This information is also posted on the homepage of the Piedmont Technical College Web site at www.ptc.edu.

POLICY REGARDING STUDENTS CALLED TO MILITARY DUTY

Tuition Refund: Students who are members of the National Guard or Reserves and have been ordered to active military duty will be provided a full refund of tuition and fees or will be provided a credit to be used against future terms. The adjustment of tuition will be made