STUDENT RESPONSIBILITIES AND COLLEGE POLICIES

Bulletin Boards
All student club notices and other publicity such as posters and flyers must be approved through the Student Success Center. Posters or other materials shall not be posted on glass, vinyl, wood or painted surfaces of the buildings.

Campus Safety and Security 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. 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 assault is classified as a forcible or non-forcible sex offense under the Uniform Crime Reporting System of the Federal Bureau of Investigation.

Stalking consists of a pattern of works (written or electronic) or conduct that causes fear in a targeted person.

SEXUAL ASSAULT 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 is facing dating violence, domestic violence or stalking, it should be reported to the Office of Public Safety for appropriate follow-up and reporting, maintaining the confidentiality of the victim at all times.

If a student 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 47-48.

VICTIM ASSISTANCE
Campus Security will advise victims of sexual assault, domestic violence, dating violence or stalking of their option to file criminal charges with local law enforcement authorities. They will also assist victims with transportation to the nearest designated treatment center. The college will provide victims 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 and both parties have the right to appeal. All procedures are found in the Student Code Procedures for Addressing Alleged Acts of Sexual Violence and Sexual Harassment on pages 50-52 of this Student Handbook.

EDUCATIONAL PROGRAMS
Piedmont Technical College provides programming to enhance the awareness and prevention of sexual assault, sexual harassment, domestic violence, dating violence and stalking. Designated staff members and community experts give presentations and provide resources on request.

NOTIFICATION TO STUDENTS
At the beginning of each term the Vice President for Student Development will send an e-mail to every student with links to information on available counseling, health and legal services for students as well as options that are available for academic accommodations, if appropriate.

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.

Copyright Policy and Infringement
Piedmont Technical College expects all students and employees to adhere to federal copyright laws. Copyright infringement is the reproduction, distribution, performance, public display or derivation of a copyrighted work without the explicit authorization of the copyright owner. Infringement is a serious offense that violates one or more of the exclusive rights granted to copyright holders. More information on copyright law and infringement is available at www.ptc.edu/college-resources/library/library-help/copyright-center.