Principles of Accreditation

Compliance Report

Chipola College Compliance Audit Report

SACS Comprehensive Standard 3.11.2

3.11.2 - Institutional Environment

The institution takes reasonable steps to provide a healthy, safe, and secure environment for all members of the campus community.

Judgment of Compliance

☑ In Compliance

Statement of Rationale for Judgment of Compliance

Chipola College takes reasonable steps to provide a safe, healthy, and secure environment for the administrators, faculty, staff, students, and visitors to the campus.

Every employee is issued a Safety, Healthy & Security Manual ([Ref 1]), which is reviewed and updated periodically by the Safety Committee, a college standing committee ([Ref 2]). It is the main source of information for safety, health, and security. It contains the following information:

- Emergency numbers (both on campus and off campus);
- Procedures for violent or illegal behavior;
- Guidelines for responses to the following:
  - Accidents and injuries
  - Seizures
  - Fire
  - Bomb threats
  - Hurricanes and other severe weather conditions;
- Employee rights for safety and health; and
- College policies for health and safety.

This manual is intended to help Chipola College employees create, promote, and maintain a healthful environment for all who visit the campus. In addition to the manual’s listing emergency numbers, each employee is provided a sticker with all emergency phone numbers. This sticker is designed to be affixed to the office phone for ready access.

Each building supervisor has a first aid kit for use as needed during normal working hours. Students have access to safety procedures in the Chipola College 2006-2007
Annual comprehensive safety surveys are conducted by the Florida Community College Risk Management Office in accordance with State Board of Education Administrative Rule and State Requirements for Educational Facilities (\[5\]). As required by Florida statutes, the food services and swimming pool inspections are conducted by the Jackson County Health Department, and the boiler and machinery inspections are conducted by qualified engineers.

College buildings have egress diagrams posted for potential emergencies.

The college maintains a good working relationship with local city, county, and state law enforcement agencies. The college maintains a contractual agreement (\[6\]) with the Sheriff of Jackson County to provide law enforcement services within the geographical area under the control of the college. This agreement requires the Sheriff to provide continuous law enforcement service to the college at days and times as mutually agreeable between the college and the Jackson County Sheriff’s Office. The normal duties required during hours of continuous coverage include but are not limited to:

\begin{itemize}
  \item a. Providing campus patrol;
  \item b. Providing campus escort service;
  \item c. Enforcing traffic ordinances;
  \item d. Physically checking doors and windows, securing as necessary;
  \item e. Preparing daily incident reports;
  \item f. Providing assistance in emergency situations;
  \item g. Conducting investigations into thefts, vehicular accidents, etc.; and
  \item h. Advising the college of any observed unsafe practices.
\end{itemize}

The Sheriff’s office also provides Auxiliary Officers, at an established hourly rate, as needed, for college events and activities.

Student safety in instructional labs is addressed by professors in lectures, lab demonstrations, handouts, and safety videos. For sample syllabi illustrating that lab safety is dealt with during the first week of classes, see (\[7\]) for a General Chemistry I Lab and (\[8\]) for an Applied Welding syllabus.

**Documentation:**

\begin{itemize}
  \item [1] \url{Safety, Health & Security Manual}
  \item [2] \url{Safety Committee Purposes and Tasks}
  \item [3] \url{Chipola College 2006-2007 Catalog, pp. 42-44}
\end{itemize}


[6] Law Enforcement Service Agreement

[7] CHM 1045L - General Chemistry I Lab Syllabus