



# CAMPUS Safety Office

## HCC Security MISSION

The Mission of HCC's Campus Security & Campus Safety office's is to provide a safe educational environment for faculty, staff, students, and visitors. It is the duty of HCC's Security Officers to enforce college rules, regulations, and safety policies: to work closely with local law enforcement to enforce local, state, and federal laws on campus; and to maintain an open line of communication with county-wide emergency agencies.

### Security Services:

- key extraction
- jump starts
- campus escort to vehicles (upon request)

#### Other Services:

- manage traffic flow
- address minor maintenance issues (utility outages, etc & notify the proper authorities)
- respond to public safety issues

Security Officers are trained first responders in the event of a campus emergency including:

- ✓ Accidents (motor vehicle and/or personal)
- ✓ Fire
- ✓ Medical Emergencies
- ✓ Civil Disorder
- ✓ Natural Disaster

Officers are in constant communication with county-wide emergency agencies.

**Security - 828.734.5410**

**1500 Hemlock Building - Room 1562**

**School Resource Officer - 828.593.8477**

**Lower 1500 Student Services Building**

**Campus Safety - 828.564.5113**

**3500 Campus Services Building - Room 3528**

**Email - [mgreenarch@haywood.edu](mailto:mgreenarch@haywood.edu)**



**FOR ALL EMERGENCIES REQUIRING LAW ENFORCEMENT, FIRE, AND/OR EMS DIAL 911**



## Contact Security

**For all Incidents submit a Maxient Report once Security has been contacted and incident is under control.**

### Security 828.734.5410

- Aggressive, Disruptive or Threatening Behavior
- Bomb Threats
- Criminal Activity
- Property Damage
- Lost or Stolen Property
- Danger to self or others
- Erratic Behavior
- Physical or Verbal Fights
- Fire
- Illness or Injury
- Intoxication / Substance Abuse
- Sexual Assault
- Suicidal Threats

### Maxient

- Link to Maxient Incident Report can be found under Safety & Security on HCC Website.
- Link: <https://cm.maxient.com/reportingform.php?HaywoodCC>
- A Maxient report must be completed for all incidents that take place on campus as well as off campus if it takes place during part of campus operations.

**SECURITY 828.734.5410**

## Parking Safety

**Never hesitate to call Security for an escort.  
Always keep your car locked whether you are in it or not.  
Ensure the windows are closed.  
Make note of where you have parked.  
park near a light, if possible, close to your building.**

*All state and local laws pertaining to traffic apply on all of Haywood Community College's property and will be enforced.*