

DEPARTMENT OF PUBLIC SAFETY

Snow College is a growing college with a population of over 6,000 students, faculty, and staff on both Ephraim and Richfield campuses. In addition, thousands of guests visit the campuses for a variety of special events and other activities. While the campuses are relatively safe, they are subject to some of the same problems experienced in other communities in central Utah.

Snow College campus police officers enjoy a special working relationship with Ephraim City Police Department and the Richfield City Police Department that enhances the level of law enforcement and safety on both campuses.

The mission of the Snow College Department of Public Safety is to provide and enhance a safe & secure educational environment for those that attend, work, or visit our campuses. Snow College Public Safety efforts are supportive and are consistent with the goals and ideals of Snow College and its community. Snow College Public Safety's primary purpose is to foster trust, reduce crime, help educate students in life skills and to enhance the quality of life for our students, faculty, staff, and visitors.

Annual Campus Security and Fire Report

Campus Security and Fire Report can be found on the Snow College Public Safety web page at www.snow.edu/publicsafety/ (<https://www.snow.edu/publicsafety/>), and in Statistical Information on the U.S. Department of Education web page in compliance with the federal CLERY Act. A copy can be obtained at the Public Safety office in the Business Building, Ephraim Campus.

Campus Facilities Security

Snow College uses a surveillance camera system to document activities in public areas both inside and outside buildings. Do not assume additional safety based on observing a surveillance camera because such cameras are not generally monitored.

Campus Police and Community Cooperation

Snow College Campus Police have complete police authority to apprehend and arrest anyone involved in illegal acts on campus and areas immediately adjacent to the campuses. If minor offenses involving college policies and regulations are committed by college students, the Campus Police may also investigate and refer the individual to the Vice President for Student Success for disciplinary action.

College police officers are sworn Ephraim City officers. Thus, they are actively involved with police calls for service off campus. Ephraim City officers have full jurisdiction on campus property within Ephraim City. College officers have full law enforcement authority on the Richfield Campus and the Richfield officers have full jurisdiction on campus property within Richfield City.

Both campuses are part of a 911 emergency system. By mutual agreement with these agencies, Campus Police officers can access the National Crime Information Center database and the Utah Bureau of Criminal Identification (BCI).

After Hours Security on Ephraim Campus

There is typically a student Campus Security Agent on duty from 6:15 PM until 1:30 AM Monday through Sunday. Campus Security Agents assist with special social and sporting events and provide security checks of campus buildings and the library throughout the evening. They also can provide a safety escort for persons who are walking on or near campus after hours. CSAs are not peace officers and do not have police authority but can provide assistance and will summon proper authorities if necessary.

- Campus Security Agents: (435) 340-8021

For Non-Law Enforcement Calls

- Campus safety escorts
- Access to or secure buildings
- Building type alarms
- Building damage or concerns
- Suspicious circumstances

Police/Fire Dispatch - In an Emergency

- Dial 911
- (435) 835-2345 Ephraim Campus
- (435) 896-6471 Richfield Campus

After Hours Security on Richfield Campus

All non-emergency safety issues should be reported to the Director of Safety, at (435) 893-2235. All criminal activity and emergencies should be reported to Richfield City Police by calling (435) 896-6471 or 911.

Off-Campus Violations

Because off-campus housing facilities are not Snow College property, the Ephraim Police Department responds to all calls for service at these locations. Students involved in criminal behavior may be subject to disciplinary action based on that conduct being a violation of the Student Code of Conduct.

Emergency Procedure Quick Reference Guide

Emergency procedure reference guides are posted in classrooms, offices and common areas on both campuses. They provide general information for reporting and responding to crimes or emergency incidents.

Fire Alarm

When a fire alarm goes off in a building, individuals should evacuate the building to an open space away from and up wind from any possible fire and remain outside the building at a safe distance until the fire department or law enforcement has indicated the building is safe to re-enter.

Reporting Accidents- Injuries- Incidents- Threats

All college-related accidents, injuries and incidents need to be reported to Risk Management through the "Accident-Injury Incident Report Form" found here: <https://www.snow.edu/offices/hr/4.1-IncidentReporting.html>

Completed forms should be turned into the person who supervised the class, work, or activity. Incidents should be reported as soon as possible

(within 24 hours or next business day) when they occur anywhere on campus or during any college sponsored activity away from Campus.

"If you see something, say something." Any person who sees something odd or suspicious or, becomes aware of a potential threat of violence to self or others should report the threat to any of the following:

- Snow College Campus Police: (435) 283-7170 or 7172 cellular: (435) 340-0676 or (435) 340-1311
- Ephraim City Police/Sanpete County Dispatch: (435) 835-2345
- Snow College Ephraim Wellness: (435) 283-7121
- Richfield Director of Safety: (435) 893-2235
- Richfield City Police: (435) 893-6471
- Emergency: 911

Reporting Potential Safety Concerns

Please report concerns about lighting, pedestrian hazards, building safety and other types of safety concerns to the Maintenance Department at (435) 283-7220 on the Ephraim Campus and (435) 893-2235 on the Richfield Campus.

Campus Parking

Under authority granted to Snow College by Utah State Code 53-B-103, 53-B-107, the Public Safety Department regulates parking on the campus and on public streets adjacent to the campus.

Parking of vehicles on the college campuses is on a first come, first served basis except where parking requires a parking permit or gate access. Each individual is not guaranteed a campus parking space and lack of space does not justify violation of college parking regulations.

Regulations are in force at the start of school, during test week, and when classes are not in session and throughout the year.

The following parking restrictions are enforced on campus:

1. Library/Bell Tower Parking lot by permit only M-F 7 a.m.- 5 p.m.
2. Gated west parking lot on the Richfield Campus. Only authorized faculty and staff may use this parking lot.
3. Reserved parking for individuals with disabilities. Failure to display a valid permit for these spaces will result in the vehicle being ticketed.

Parking violation citations may be paid or contested by contacting:

- **Ephraim Campus**
Ephraim City Justice Court
5 South Main Street
Ephraim, UT 84627
(435) 283-4867
Not less than 5 days or more than 14 days from the citation date.
- **Richfield Campus**
Sevier Justice Court
250 North Main Street, Suite 124
Richfield, UT 84701
(435) 893-0461
Not less than 5 days or more than 14 days from the citation date.

The following fines will be imposed for ticketed parking violations:

1. Spaces reserved for individuals with disabilities - \$125.00
2. All other violations - \$40.00

Snow College Vice President of Student Success may take administrative action on students that fail to settle any parking violation which may include but not be not limited to placing holds on transcripts or preventing registration for the next semester.

College safety personnel may place parking boots on illegally parked vehicles. The owner/driver will be required to pay a fee or receive a citation from a police officer to have the boot removed.

Vehicle(s) parked in violation of this policy are subject to impound at the owner's expense. Fees could exceed \$350.00, not including tow charges and fines.

Snow College Crime Statistics

For Crime statistics relating to both Campuses, review the Campus Annual Security and Fire Report found on the Public Safety Web Page: <https://snow.edu/offices/safety/index.html> (<https://snow.edu/offices/safety/>) or contact Public Safety at 435-283-7170.