

## MCC POLICE

MCC Police is available 24 hours a day, seven days per week, including holidays at the Fort Omaha Campus. Police are on duty at the South Omaha and Elkhorn-Valley campuses during scheduled hours of operation. Police Officers are scheduled on a limited basis at the various MCC centers, i.e. Fremont, ATC, Sarpy, and Express. **MCC Police can be reached by calling 531-622-2222 or dialing 22222 from any MCC telephone.** The numbers listed below can be used to reach MCC Police personnel at specific campuses/centers in non-emergency situations. Remember – if you need Police for an emergency situation, crime in progress, or if someone is sick or injured and you need medical assistance, you should call 911.

Elkhorn Valley (EVC).....531-622-1218  
Fort Omaha (FOC).....531-622-2313  
South Omaha (SOC).....531-622-4569

The following tips are intended as a measure of prevention against becoming a crime victim and are not intended as a promise or guarantee by Metropolitan Community College. Many criminals do not plan their crimes, they are crimes of opportunity. The best way to avoid being victimized is to lessen the opportunity. Be aware, be alert and be safe.

### Personal Safety Tips

- Know the building and room number you are in.

- If you call 911 (or 9-911 from an MCC phone) or MCC Police – give your location first. Be prepared to provide details such as: description of suspect including clothing and last known direction of travel.
- Keep your purse, wallet, keys or other valuable items with you at all times or locked in a drawer or closet.
- Don't put your name or address on keys or key ring.
- Alert MCC Police if you work in an isolated area and would like officers to stop by on occasion.
- Ask MCC Police for an escort to your car if you feel uncomfortable walking alone.

### Car Safety

- Have your keys ready before you get to your car. It isn't safe to delay entering your car as you look for your keys.
- Keep your car locked at all times and take a second to quickly scan the interior before you get in the car.
- Keep your car in good running condition and avoid running out of gas.
- Do not ask a stranger for directions. Pull into a business if necessary to seek directions.
- Do not leave valuables or packages in plain sight in your car.
- Park in well-lit areas at night.

**Elevators** - Don't get into elevators with people who look out of place or behave in a strange or threatening

manner. If you find yourself in an elevator with someone who makes you nervous, get off as soon as possible.

**Restrooms** - Attackers can hide in stalls and corners. Be extra cautious when using restrooms that are isolated.

**After Hours** - Create a buddy system for walking to parking lots or public transportation or ask public safety to escort you. If you are working late alone, notify MCC Police of your location and when you plan to leave.

**Parking lots** - Always lock your car and roll the windows up all the way. If you notice any strangers hanging around the parking lot, notify MCC Police. Lock your car as soon as you get in - before you buckle your seat belt.

### Help Prevent Office Theft and Other Crimes

Check the identity of any strangers who are in your office - ask whom they are visiting and if you can help them find that person. If this makes you uncomfortable, inform MCC Police or your supervisor about your suspicions.

Always let someone know where you'll be - whether it's coming in late, working late, going to the photocopier or mail room, going out to lunch or in a meeting.

If you bring valuable personal items to

work, mark them with your name or initials and an identification number.

Report any broken or flickering lights, dimly lit corridors, doors that don't lock properly, or broken windows to facilities. Don't wait for someone else to do it.

Be discreet. Don't advertise your social life or vacation plans and those of your co-workers to people visiting or calling your place of work, or on social media that is accessible to strangers.

### If Forced to Defend Yourself

Look at your assailant so they can later be identified. Your most important weapon is your voice - **SCREAM!** Strike the assailant in a vulnerable area. Your aim is to inflict intense pain in the fastest manner possible. Some of the basic vulnerable areas are the eyes, bridge of the nose, the groin, the knee area, the shins and the instep. Use your fingernails, teeth, knees, feet, keys, or any object ... the possibilities are endless.

Your aim is to do maximum damage in the minimum amount of time, in an attempt to incapacitate your assailant. As soon as you have made your move, run for help as fast as you can!

Call 911 and give your location and a description of the attacker.

## **In Conclusion**

- As you arrive at work, be aware of your surroundings. If you notice anything unusual or suspicious, leave at once and notify MCC Police.
- Keep your purse and other valuables locked in a secure location when you leave your work area.
- Always know your location and room number and be aware of escape routes for emergencies.
- Don't use enclosed stairways unless there is a fire or other emergency.
- Make bank deposits at different times, so criminals won't learn your routine.
- Don't keep large sums of money at work.
- When working late by yourself, let public safety or maintenance know you're there. Ask them to periodically check on you.
- When you leave the office during the workday, let a co-worker know when you go, where you're going, who you are planning to see, and when you will return. In this way, you'll have someone who knows your plans and can help police find you if something happens.

- When you encounter unfamiliar persons passing through your office, offer a friendly, "May I help you? This lets them know they've been observed, something a potential thief doesn't want.

## **Nondiscrimination & Equal Opportunity Statement**

Metropolitan Community College does not discriminate on the basis of race, color, national origin, religion, sex, marital status, age, disability or sexual orientation in admission or access to its programs and activities or in its treatment or hiring of employees. The College complies with Title VI of the Civil Rights Act of 1964, the Civil Rights Act of 1990, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, as amended, the Age Discrimination Act of 1975, related Executive Orders 11246 and 11375 and all civil rights laws of the State of Nebraska and the City of Omaha.

Contacts:

Concerning Title VI (race), Title IX (gender equity), Section 504 (disability) and Americans with Disabilities Act/Program and Services Accessibility, and Age, contact:

Vice President for Campuses and Student Affairs: (531) 622-2681 (students) or Dean of Student Advocacy and Accountability: 531-622-2202

Associate Vice President of Human Resources: (531) 622-2236 (employees)

Director of Facilities: (531) 622-2529 (accessibility)

Concerning hiring and employment-related complaints of discrimination or harassment based on race, color, national origin, religion, sex, marital status, age, disability, sexual orientation, retaliation or for affirmative action and diversity issues, contact:

Associate Vice President for Equity and Diversity: (531) 622-2649

The address for all of the above individuals is as follows:

Metropolitan Community College  
P.O. Box 3777  
Omaha, NE 68103-0777



## **Crime Prevention & Personal Safety Tips**

*"The safety of students, faculty, staff and visitors is a top priority at Metropolitan Community College."*

Donald W. Thorson, Police Chief