

ANNUAL SECURITY REPORT AND FIRE STATISTICS FOR 2020

Published 10/1/2021



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Chowan University Annual Security Report and Fire Statistics for 2020

Published 10/1/2021

The Annual Security Report and Fire Statistics for 2020 is prepared in order to fulfill the requirements set forth by the Jeanne Clery Campus Security Act. This document is also a tool for Chowan University faculty, staff and students, as well as prospective students, employees and guests to know the many ways Chowan University meets the safety needs of its community. The Annual Security Report and Fire Statistics is generally published October 1 for the previous year (ex. 2017 calendar year statistics are published on Oct. 1, 2018 and the 2018 calendar year statistics will be published on Oct. 1, 2019).

The Chief of Campus Police and the Associate Vice President for Student Affairs compiled this final document, presented here. If you have any specific questions about this document, feel free to contact Public Safety Monday-Friday at (252) 398-1234 or via email at publicsafety@chowan.edu.

This document has input from many aspects of the University. The crime statistics included are from reported crimes that happened on the campus of Chowan University and the adjacent public properties. Chowan University takes input from Public Safety Incident and Police Reports, surroundings jurisdictions, and Chowan Campus Security Authorities'.

Campus Police

The Public Safety office is located at 401 Union Street behind Belk Hall. The department provides law enforcement services to our university community. Chowan University has its own campus police department under the direction of the Chief of Campus Police. Our officers are trained and certified to enforce the laws of the State of North Carolina just as any other law enforcement officer in the state. The department works in conjunction with local municipal and county agencies to provide police protection 24 hours per day, 7 days per week, 365 days per year. The department's primary goal is to provide a safe and secure environment for the University community to accomplish its mission. Public Safety officers have the authority to detain individuals on campus.



**Director of Public Safety and
Chief of Campus Police**

publicsafety@chowan.edu

***“Public safety is everyone’s
responsibility and must be
viewed as a joint effort for
our programs to be
successful.” Chief Burke***

Security and Access

The primary function of Chowan University Public Safety Staff and Campus Police is to be available to the University community and patrol campus. It is not unusual to pass a Public Safety Officer doing rounds on campus or within a University facility.

Chowan University provides all faculty, staff and students with an official University ID called the HawksCard once enrolled or employed. The HawksCard is required to be carried at all times and presented to University officials upon request. Any University employee that carries that HawksCard must submit to a background check prior to being hired.

The HawksCard, in addition to being the University identification card is also used as a contactless key card to gain access to approved facilities on campus. All residential facilities are accessible with the HawksCard. Only assigned residents and approved personnel are given access to residential facilities (ex. Belk Hall residents only have access to Belk Hall). Only authorized personnel are able to bypass the keycard in the event there is a system failure. All faculty/staff and students are approved users, with the use of their HawksCards, of the Jenkins Center (workout center and gym), Hawks Nest and classroom buildings during their open hours.

During the summer of 2020, Chowan University implemented a mobile HawksCard. Faculty, staff and students are now able to download the E-Accounts app from the Apple Store or the Google Play Store onto their mobile device. Once downloaded, the user can enable their HawksCard to work on their mobile phone. This allows the user to easily access their residence halls, academic facility, or even purchase a meal in the cafeteria with their mobile phone. The mobile credential resides in the Apple Wallet or Google Pay. This mobile HawksCard greatly enhances safety as most people carry their mobile phones at all times. With this ease of use, they tap their phone where access is accepted and they enter without having to dig through their wallet or purse for the traditional plastic HawksCard.

Traditional Residence Halls (Belk, Simons, Mixon, Dunn, and Parker), Jenkins Center, the Hawks Nest and Reed Hall have a propped door alarm feature. This feature allows the community to be aware of when the door is left open for anyone to access. In traditional residence halls, any exterior door, that gains immediate access to student housing, that is propped open longer than 30 seconds activates a local door siren at the door. The alert sounds to let residents know that someone has propped the door open and they should go and close it. The siren will remain activated until the door is shut. The only time this feature is cut off is during move in days. The prop alarm feature is available and active at the Jenkins Center. The Hawks Nest and Reed Hall doors are unlocked automatically, based on opened hours, through our Blackboard door access system. During operating hours, these doors will not activate the prop alarm feature.

Propped Door Alarm features are unavailable in Whites Crossing (suite and apartment housing) Residence Halls. Whites Crossing doors are the responsibility of the four (apartment) or eight (suite) residents that are assigned in these spaces. It is incumbent on these residents to ensure their door is shut upon arrival or departure. Public Safety completes random checks of doors and have access to see through Blackboard Security Monitor. Residents should not depend on this random check.

Within all University residence halls, each resident room is secured by either a deadbolt or knob lock. Deadbolts and knobs come keyed with a special interchangeable core. This core allows only a specially cut key to access the lock. The lock system and custom key blanks are specially ordered from the manufacturer and are not able to be duplicated at a local hardware store or locksmith. Ordering these special key blanks, from the manufacturer, is only permitted by authorized University personnel. In the event a student's residential room key is lost/stolen, a new core and key will be issued. This replacement ensures that if the key is found by someone else, it cannot be used to access the student's room. It is incumbent on the resident(s) of the room to notify Residence Life, Public Safety or Maintenance that their space is vulnerable. Fees may be assessed to situations where there was personal negligence.

Per University policy, any residential student that has an overnight guest must register their guest with either Public Safety or Residence Life. All guests must follow University policy and must be of the same gender. During the COVID-19 Pandemic, overnight guests are not allowed.

In an effort to promote a healthy educational and living environment, Area Directors, Graduate Assistants, and/or Residential Assistants are located in each residence hall to oversee the behavior of residents, inspect the condition of fire safety equipment, exit lighting and to report any safety hazard or concerns. Residential living staff also conduct mandatory floor meetings with the residents that cover crime prevention practices and define what type of behavior is expected. They also monitor access to the building through the enforcement of the visitation policy and HawksCard access system.

University facilities that do not have the Hawks Card access system are generally unlocked at the beginning of the day and locked when University functions cease for the day. Employees that have offices in these facilities have keys to the exterior door. High use facilities have schedules that are posted in the Student Handbook and are subject to change depending on closures, holidays and when school is not in session.

If there are any maintenance related issues to any safety or security devices, in any facility on campus, that information should be reported to Public Safety at 252-398-1234 or our Maintenance Office at 252-398-1227

Law Enforcement and Jurisdiction

Chowan University Public Safety is comprised of two classifications of officers; public safety officers and sworn Campus Police officers. The public safety officers perform basic safety and security duties. Campus Police are fully commissioned law enforcement officers and are granted full powers of arrest for violation of federal, state and local laws by the N.C. Campus Police Act and commissioned by the N.C. Department of Justice.

Chowan University Campus Police have jurisdiction on the campus of Chowan University. The University also has a mutual aid agreement with the Murfreesboro Police Department to assist in both jurisdictions, as needs may arise. Memorandum of Understanding (MOU) also exist between Chowan University Campus Police and the following agencies: Hertford County Sheriff's Office, and Northampton County Sheriff's Office. NC Highway Patrol works in conjunction with campus police as they have statewide jurisdiction and no MOU is required.

Any agency that has an MOU and/or jurisdiction may arrest on Chowan's campus. This includes NC Highway Patrol, FBI, Alcohol Law Enforcement, NC Department of Motor Vehicles, US Marshalls and NC Probation and Patrol.

Off Campus and Reporting of Criminal Activity

Chowan University does not have any non-campus housing facilities nor does it have any non-campus student organizations. Chowan University does not provide separate housing or off-campus housing for any groups or organizations, e.g., NO Greek affiliated housing.

Accurate and Prompt Reporting

Chowan University expects all community members and guests to acknowledge their responsibility in keeping our community safe. The University acknowledges that it cannot, on its own, protect all individuals without the help of its members and guests. The University asks community members and guests to report any crime, suspected crime, suspicious person, harmful activity immediately. Chowan University encourages prompt and accurate reporting. Since the Public Safety Department is staffed 24 hours per day, individuals should always report a crime, even if you are not sure about pressing charges (i.e. assault, sexual assault), or other emergencies by calling (252) 398-1234 or 911, as soon as possible.

The Department of Public Safety investigates each incident. Our follow-up investigations, strive to identify and adjudicate cases, recover stolen property, and encourage restitution, when possible.

Reporting of Criminal Offenses

The following is a list of persons and/or offices to which Chowan encourages all members of the community to report crimes to ensure timely warnings and disclosure of statistics.

- **On Campus:**
 - Immediate Response Campus Wide Emergencies
 - Emergencies 911
 - Chowan Public Safety (252) 398-1234
- **Residence Halls**
 - Resident Assistants (located on each hall, or Whites Crossing building)
 - Graduate Assistants (Located in Whites Crossing, Simons Hall, Belk Hall)
 - Area Directors (Located in Belk Hall, Parker Hall, and Whites Crossing).
- **Campus Wide**
 - Any Chowan University Faculty or Staff Member may contact Public Safety or other able bodied staff on your behalf.
 - Campus Security Authorities (see below)
- **Anonymous Reporting (not always an immediate response)**
 - Silent Witness
 - For those that wish to report crimes or suspicious activity anonymously, there is a system in place. If you would like to make the Chief of Campus Police aware of questionable/illegal activity, you may submit a form via the Internet. This form is transmitted to the Chief of Campus Police as a filtered email message. No one is able to determine who sent the message. If you wish to submit information in this manner, simply go to: www.chowan.edu/silent-witness
 - University Counselor
 - Yolanda Majette, (252) 398-6249 majety@chowan.edu
 - Campus Minister
 - Mari Wiles, (252) 398-6268 wilesm@chowan.edu
 - Title IX
 - Alan Scott, (252) 398-6437 scotta1@chowan.edu
- **Off Campus:**
 - Murfreesboro Police 911 A crime, which occurs off-campus, should be reported to the police department having jurisdiction for that area.

Campus Security Authorities (CSA)

The Clery Act requires the University to disclose statistics concerning the occurrence of certain crimes that both occur within the University's Clery geography and that are reported to University campus security authorities ("CSAs"). As defined by the Clery Act, CSAs include any member of the Department of Public Safety; any individual who has responsibility for campus security, but who is not a member of the Department of Public Safety; any individual identified by the University as someone to whom a crime should be reported; and any University official who has significant responsibility for student and campus activities. Individuals with these job functions or who have been designated as CSAs.

Examples of the University's CSAs include, but are not limited to, the following:

- Department of Public Safety personnel; (Chief of Police and Public Safety Officers);

- Student Affairs Professional Staff members;
- Title IX Coordinator;
- Residential Area Directors, Graduate Assistants for Residence Life, Resident Assistants
- Athletic department coaches, trainers and directors;
- University Department Directors and Assistant Directors;
- Academic Deans and Assistant Deans;
- Student Organization Advisors

A designated CSA is not required to disclose to the Department of Public Safety confidential information concerning an incident, such as information that would identify a victim of a crime who wishes to remain confidential. However, CSAs are required to inform the department of the existence of all known incidents, including confidential incidents, so that those incidents can be recorded as statistics and, where appropriate, included in the University's Annual Security Report.

If a victim of, or witness to, a crime decides to report the crime but does not consent to disclosure of his or her identity; the reporting party may confidentially report the crime to a University CSA. To accomplish the confidential reporting, the CSA must complete the Campus Security Authorities Crime and Incident Report Form, available on the Chowan University Public Safety. The Campus Security Authorities Crime and Incident Report Form does not require personally identifiable information to file a report and record the crime. In the event any Campus Security Authorities Crime and Incident Report Form reflects a gender based or discriminatory crime under Title IX, the report is also forwarded to Chowan's Title IX coordinator. Chowan will maintain confidentiality under this framework to the extent permissible under the law, subject to the requirements of Title IX.

Though CSA's may not have to report victims' names to the Department of Public Safety, who wish to remain confidential, they are required to report the incident without names. However, the details (including names) of the incident must be reported to Student Affairs or Human Resources for follow-up and advocacy. There are only two members of the university community that are considered confidential and exempt from reporting to the university and that is the university counselor and the Campus minister. All reported incidents at Chowan University that are not reported to the Campus Minister or the University Counselor must be reported.

The University urges all community members who are not CSAs to report any criminal incident to the Department of Public Safety or law enforcement for the geographical jurisdiction in which an incident occurs, particularly where a victim is unable to do so. In the event an individual who chooses not to report a crime formally is not a CSA, the University urges the person to at least disclose the occurrence of the incident to a campus security authority so it may be counted, as appropriate, in the University's Annual Security Report.

***Emergencies 911
and/or
(252) 398-1234***

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Voluntary Confidential Reporting

The University makes every effort to protect the privacy and confidentiality of people who report or are named in a report of sexual misconduct. Information reported will be shared only on a need-to-know basis and in accordance with applicable policies and procedures.

Limited disclosure of confidential information is often necessary in order to respond to a report of sexual misconduct. This disclosure is most typically internal to the University. For example, Title IX Staff may confirm the fact that the accommodation or protective measure is justified with other institutional employees who have a need to know, e.g. Residence Life staff member, faculty member, advisor—without disclosing any details of the report or investigation. Only the Title IX Coordinator (in consultation with other University staff, the coordinator deems appropriate) will determine whether to take an interim measure that would reveal confidential information and determine whether to otherwise disclose confidential information. If an interim measure would require some disclosure of confidential information to someone other than a school official, this is typically made in consultation with, and with the consent of the reporting party; if safety concerns do not allow such consent, the reporting party is promptly notified.

Mandated public disclosures of sexual assault, dating or domestic violence, or stalking offenses are made without including personally identifiable information. This means, for example, that the University's Daily Crime Log does not include names. The Chowan University Department of Public Safety staff responsible for these disclosures are trained in appropriate protocols and the need to protect privacy.

Confidential Reporting

Chowan University encourages pastoral counselors and professional counselors, if and when they deem it appropriate, to inform the persons they are counseling of the procedures to report crimes on a voluntary, confidential basis. When counselors disclose crime statistics, such reporting will not include personally identifiable information, unless mandated by law or overriding community safety concerns.



Timely Warnings

Policies for Timely Warnings

Timely Warnings are issued when crimes or situations are considered a serious or continuing threat to the campus community. In addition to warning community members, these alerts can aid in crime prevention. The decision to issue a Timely Warning is made on a case-by-case basis, taking into consideration the facts surrounding the Clery Act crime, including, but not limited to, such factors as: the nature of the crime, the serious or continuing threat to the campus community, and the possible risk of compromising law enforcement efforts. Timely warnings are sent out by Public Safety to the campus community. Timely warning communications may be sent out via email, text message, website and/or social media. Those responsible for sending out the information will likely be comprised of individuals or a group of individuals from the Student Affairs Response Team and/or members of University administration. The Student Affairs Response team is comprised of; Chief of Campus Police, Vice President for Student Affairs, Associate Vice President for Students Affairs, Director of Residence Life and Associate Dean of Students.

Emergency Notifications and Evacuation

Policies for Emergency Notification and Evacuation

Chowan University receives information from students, faculty, staff, as well as other University constituents and sources, both on and off campus (911, parents, Silent Witness, external Public Safety sources). If the University confirms that there is an emergency or dangerous situation, that poses an immediate threat to the health or safety of some or all members of the University community, the University will send out appropriate notifications without delay. These notifications will take into account the safety of the community unless issuing a notification will, in the professional judgment of the team, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the situation. If, issuing a notification potentially compromises efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency, the University may elect to delay issuing an emergency notification. As soon as the condition that may compromise efforts is no longer present, the team will issue an appropriate emergency notification to the campus community.

Members of the Student Affairs Response Team in collaboration with University administration is responsible for initiating CUHawkAlert. CUHawkAlert is the University campus wide emergency alert system that uses text messaging, email, social media, as well as a loud speaker system that brings attention of a campus wide emergency to the entire Chowan community. As further details are available, the University will release updates during a critical incident, as necessary.

Based on the characteristics of the situation, a determination will be made as to the breadth of the emergency communication. The entire campus community is notified when there is the potential that a large segment of the Chowan community is affected by a situation, or when a situation threatens the operation of the campus as a whole. Smaller segments of the Chowan community will be notified if the situation is more specific to that population. Due to the size of the Chowan University campus, most incidents will likely be communicated to the entire community.

Examples:

Active Shooter unknown location – Entire community notified.

Gas Leak in a specific residence hall- notification to residents of that residence hall

Impending Tornado- Entire community notified

Notification Development and Initiation

Members of the Student Affairs Response Team in collaboration with University Administration, will determine the contents of the notification based on each situation. The University has developed a wide range of template messages addressing several different emergency situations. The team will select the template message most appropriate to the ongoing situation and modify it to address the specifics of the present incident. In those cases where there are no predetermined template messages in the system, the individuals authorizing the alert will develop the most significant message to convey the appropriate information to the community. The goal is to ensure that individuals are aware of the situation and they know the steps to take to safeguard their personal and community safety.

Emergency Notification Team

The Student Affairs Response Team in collaboration with member or members of University administration is responsible for initiating CUHawkAlert.

- University Administration
 - President
 - Provost
 - Vice President for Students Affairs
 - Vice President for Business and Finance
 - Vice President for Advancement
 - Vice President for Athletics
 - Director of Human Resources
 - Director of University Relations and Communication
- Student Affairs Response Team
 - Vice President for Student Affairs
 - Associate Vice President for Student Affairs
 - Chief of Campus Police
 - Director of Residence Life
 - Associate Dean of Student for Campus Life

Annual Testing

At minimum, on an annual basis, Chowan University tests fire systems, conducts fire drills, and tests emergency alert systems. Outside vendors tests fire systems in all campus facilities on an annual basis and make necessary repairs. At the beginning of each semester, residential students are involved in fire drills in their assigned residence halls as well new students being involved in fire education programs during their orientation to the Chowan campus. Chowan University administration and Student Affairs Response Team review the Critical Issues Management Plan on an annual basis. Student Affairs Response Team members and University administrators meet with local emergency managers to discuss improvements to safety plans and emergency situations. The Chief of Campus Police and the Associate VP for Student Affairs are members of the Hertford County Local Emergency Preparedness Team that meet at least twice a year and work with agencies in table top exercises and full scale drills.

The Department of Public Safety publicizes the University's emergency response and evacuation procedures in an email notification in conjunction with at least one regularly scheduled test of the University's emergency plans and capabilities.

The Department of Public Safety documents each test it conducts, including a description of the test, the date the test was held, the time the test started and ended, and whether the test was announced or unannounced.

General Prevention and Awareness Programs

Security Awareness Programs

Security Awareness and prevention programs are extremely important as students matriculate into the Chowan Community. During the week of move-in, new students are placed in a vast array of required meetings that provide awareness of security services offered, how to use public safety services and ways to prevent becoming a victim of crime or a friend becoming a victim of a crime while at Chowan University.

During the semester, the Department of Public Safety work with outside agencies (i.e. Highway Patrol) as well as professional, internal staff, to present programming to students that assist with the dangers of prohibited/illegal activity. Public Safety sends out safety tips during the year; eg. personal safety tips and personal property protection

The University cannot depend on the Department of Public Safety alone to provide personal safety and prevention, so the University depends also on its community throughout the year. The Office of Residence Life offers residential programming through hall programs, meetings during the semester, and safety meetings. The Office of Greek Life provides training of Greek members as well as those that are preparing to be a member.

Chowan University uses multiple internal notification programs to assist with identifying safety concerns with students, including students that are involved in behavior that is contrary to University policy and law. Faculty and Staff incorporate the use of Aviso, which is used by academics to report grades as concerns to stakeholders about any issue a student may be facing. Faculty and Staff are able to report to key Public Safety staff and other student advocate personnel of student issues in regards to public safety concerns. Residential staff use a program called RADAR, the program allows the residential staff to report student safety concerns to key Residence Life staff that alert Public Safety staff as well as other student advocate.

During the Fall of 2019 Chowan University instituted the Chowan Care Team. The core team consists of the Associate VP for Student Affairs, Chief of Campus Police, Associate Dean of Students and Minister to the University, University Counselor, Director of Academic Success and others key staff when they are needed. This team meets on a weekly basis, while classes are in session, to discuss potential concerns within the university community and works with key members of the university to address concerns that could impact the greater Chowan community.

Chowan University expects all community members and guests to acknowledge their responsibility in keeping our community safe. The University acknowledges that it cannot, on its own, protect all individuals without the help of its members and guests. The University asks all community members and guests to report any crime, suspected crime, suspicious person, or harmful activity. They can reach Public Safety by calling 252-398-1234. Those that wish to remain anonymous are welcome to alert using the following link, <https://www.chowan.edu/silent-witness>.

***Remember....by always protecting your property
you can reduce the opportunity for a thief to
commit a crime.***

DO report all crimes and/or suspicious activities to the Department of Public Safety as soon as possible at 398-1234.

DO register your car with the department

DO protect your personal property just as you would your money

DO call if you are being stalked or harassed; if you are a victim of a crime, do not touch anything, call (252) 398-1234 immediately

DO preserve all evidence of a crime; this includes your person if you are a victim of sexual assault. Do not bathe, brush your teeth, go to the rest room or change your clothes

DO register all your valuables with the department on the form provided at registration or call (252) 398-1234 for assistance

DO call us for a personal escort

DO attend the Chief of Campus Police's annual Public Safety presentations

DO mark your property such as tv's, calculators, laptops, tablets, etc., with some form of identification number that only you know, such as your North Carolina driver's license number.

DO NOT leave books, jewelry, purses, wallets, backpacks or other valuables unattended for any length of time

DO NOT leave personal property in a locker unattended and unlocked; do not leave your residence hall room unlocked

DO NOT leave purses in desks or file cabinets unattended unless locked

DO NOT leave valuables on a chair behind you while at a study session

DO NOT walk alone after darkTHINK!!!

Ongoing Prevention and Awareness campaigns

- Annual Security Report and Fire Statistics yearly publication
- Student Athletic Advisory Council Meetings
- First and Second Year Experience Curriculum
- Student Life programs
- Campus Ministries
- Counseling Services
- Student Government Association
- Greek Organizations

- Residence Life Programs
- RA Programming
- 2020 Calendar Year Programming *(Traditional programming was limited due to world wide pandemic)*
 - **2020 Student Training**
 - Mandatory New Student Meeting: 1/12/2020
 - Greek Life Intake Educational Session - 1/21/2020 - 4pm
 - Greek Life Intake Educational Session - 1/29/2020 - 6:30pm
 - Safe Colleges Online Training for ALL students: Title IX Rights and Protections Fall 2020
 - Fall 2020 Hall Meetings with RA's during first week virtual
 - Fall 2020 September Public Safety Week

Chowan University faculty and staff are provided additional trainings through the Department of Human Resources. Training topics include, but are not limited to:

- Student Drug and Alcohol Abuse
- Sexual Violence for Employees
- Drug Free Workplace
- Sexual Harassment Refresher
- Prescription Drugs and Alcohol Impact on Students

Chowan University Campus Police are required to complete 24 hours of in-service training annually. This training includes firearm training and qualification,

Chowan University Public Safety Department (including police and public safety officers), complete annual refreshers in CIT (Crisis Intervention Training), First Aid, CPR, AED, and NARCAN.

Weapons

Chowan University prohibits the possession of any weapons on University property or at University related events. This includes any firearm, even with the possession of a valid concealed carry permit. This prohibition extends to weapons secured or unsecured in a vehicle while on University property. Examples of weapons include, but are not limited to: guns, rifles, pistols, bullets, explosives, BB guns, air soft guns, paint pellet guns, bow and arrow, sling shots, bowie knives, daggers, switch-blade knives, metallic knuckles, throwing stars, knives of more than six inches when opened and/or the use of any object used as a weapon or in a threatening manner.

Punishment: Punishable by suspension, expulsion and/or prosecution to the fullest extent of Federal, State and/or local Law.

Drug, Alcohol and Substance Abuse

Drug and Alcohol Abuse Prevention Program (DAAPP)

In compliance with the Drug-Free Schools and Communities Act Amendments of 1989, Chowan University has implemented the following policies to prevent the illicit use of drugs and the abuse of alcohol by students and employees.

The Mission of the University states that, "Chowan University, grounded in its Christian faith, transforms the lives of students of promise." Drug and alcohol use and abuse can interfere with a student's ability to pursue an education that transforms his/her life and therefore drug and alcohol abuse is inconsistent with the University's Mission. Alcohol and drug abuse affects the health, safety and well-being of all students and employees. Thus, it is in this context that the University views the presence of illicit drugs as conflicting with this mission and therefore strives to maintain a drug and alcohol-free campus environment.

The unlawful manufacture, distribution, dispensation, possession, or use of any controlled substance or illicit drug is prohibited on campus, including all University premises where the activities of the institution are conducted, while on University business or as part of any of the institution's programs or activities. In addition, the University also prohibits the possession, use or distribution of alcohol on campus, while on University business or as part of any of the institution's programs or activities.

Storing any unauthorized controlled substances, drug paraphernalia or alcohol in a locker, desk, University owned vehicle or other places on Chowan owned or occupied premises is prohibited. It is the responsibility of students and employees to know and comply with this policy. To facilitate this, the campus alcohol and drug policy is clearly laid out and distributed to all students and employees as follows:

- The University's drug and alcohol policy is available in the Student Handbook and the Employee Handbook, as well as posted on the Human Resources section of the MyCu intranet platform, which are made available to every student and employee. Information on Chowan's drug and alcohol policies are distributed to all new and current students and employees through various University departments. At orientation sessions for new students and new employees, information about the University's drug and alcohol policies are provided and discussed.
- Each year, copies of this policy are sent to all students and employees via email. Those who violate this drug and alcohol use policy will be subject to disciplinary action up to and including dismissal. Employees and students who violate this policy may be referred for criminal prosecution. The use of controlled substances/illicit drugs or narcotics and the service of or selling of alcohol to those less than 21 years of age is against the law. Many states will not grant driver's license privileges to graduates convicted of a federal offense.
- This policy is subject to the jurisdiction of the University Senior Staff. The University conducts a biennial review of this policy to determine the effectiveness of this policy and to ensure that disciplinary sanctions for violating this policy are enforced consistently for all University students and employees.

The Student Body

The Department of Student Affairs shall be responsible for the administration of this policy as it pertains to the students of the University. Their role and specific responsibilities include:

- Education directed toward preventing the use of illicit drugs and alcohol consumption by providing programs, which view illicit drugs and alcohol consumption from various perspectives.
 - A. Students and parents shall be informed of;
 - i. the educational programs available;
 - ii. the counseling and rehabilitation opportunities; AND
 - iii. the penalties that apply to those individuals found guilty of violating the policy.
 - B. The entire University community shall be made aware of the institution's stance and concerns for the recognition and understanding of and adherence to this policy. Specific published information and floor meetings with students during the first week of the semester shall be used to emphasize the importance of this matter.
- Counseling for preventing the use of drugs and/or illegal substances including alcohol consumption/possession shall be provided and, where deemed appropriate and/or necessary, individuals may be directed to off- campus consultative professional services. The success of the counseling program depends on classmates, friends or family members to identify and refer individuals to the Student Affairs staff.

Obviously, the earlier the referral the better and thus it is the responsibility of the community to refer individuals before their being reported and charged with a violation of the policy. Students referred for counseling or who seek counseling will be evaluated by one or more members of the Student Affairs staff. Individuals whom evidence drug and/or alcohol related problems may be directed to seek other on-campus counseling provided by the Student Affairs department or an off-campus counseling service. Those who refuse to seek such assistance will be denied continued enrollment. University judicial action does not preclude the possibility of criminal charges being brought against a student if he/she is found in violation of any federal, state, or local regulations. It is not considered "double jeopardy" for both the civil authorities and the University to proceed to prosecute a single offense of federal, state, and/or local statutes and a violation of University policy.

Chowan University Community

Members of the Student Affairs Staff, in collaboration with the Human Resources Department, will provide the Chowan University community with an educational program which views illicit drugs and alcohol consumption from many perspectives.

- Students and parents will be informed at orientation programs of:
 - A. the educational program for the preventative use of illicit drugs and the effects of alcohol consumption on the physical person;
 - B. the counseling program for preventive use and/or rehabilitation the policy of Chowan University on the illegal use of drugs and forbiddance of alcohol, and its consumption, on any University owned/operated location; AND
 - C. the penalties which are imposed on individuals found guilty of violation the policy on illicit drugs and alcohol possession/consumption.

Counseling for preventive use and/or rehabilitation:

The success of the counseling program depends on citizens of the community and friends, or relatives, of citizens of the community who see fit to refer individuals to a member of the Student Affairs Staff (in the case of students) or to the Office of Human Resources, or other appropriate University Administrator, in the case of employees. Referrals for counseling may be made before individuals are reported and charged for having violated the Chowan University policy on illicit drugs and alcohol possession/consumption.

- Students referred for counseling will be evaluated by one or more members of the Student Affairs staff.
- Employees of the University who demonstrate drug and/or alcohol related problems are referred to their immediate supervisor(s) in concert with the Human Resources Office.
- Individuals referred for counseling, but do not respond to opportunities for evaluations and assistance may be issued written directives requiring them to meet with an appropriate official at a specified time and date. Individuals who demonstrate serious drug and/or alcohol related problems and who refuse professional help may be given the option of seeking such assistance or be denied continued enrollment/employment at the institution.

Chowan University Employees

Chowan University prohibits the use of any illicit drugs and consumption of alcoholic beverages by any University employee where the consumption adversely affects job performance. Employees which demonstrate evidence of impairment to perform their assigned duties and/or endangers the physical well-being of other persons will be directed to their immediate supervisor(s) and/or the Office of Human Resources for evaluation assistance. Employees are never permitted to take illicit drugs and/or consume alcoholic beverages of any kind at any University owned or operated location at any time. The only potential exception to this policy statement is where the employee is under a licensed medical providers care and the medication has been prescribed to the employee and documentation exists stating that the medication will not adversely affect the employee's ability to perform their duties and does not project a safety risk for fellow employees.

The consumption of alcoholic beverages or possession of open containers of alcoholic beverages in public places including hallways, lounges, buildings, outdoor spaces or anywhere on the grounds is prohibited. The University also prohibits driving in the local community while under the influence of alcohol, illicit drugs or controlled substances in concert with the laws of the State of North Carolina.

All employees, will be required to participate annually in on-line training sessions for a better understanding of a Drug Free Workplace and Drug & Alcohol Abuse.

Student Conduct policies on Drugs and Alcohol

Drugs

The following sanctions are intended to reflect a student's entire academic career at Chowan University and will not restart once there is a break in enrollment:

- A. Individuals who violate the University policy on illicit drugs are reported to the Vice President for Student Affairs. Formal charges are brought against those for whom there is sufficient evidence to support such charges.

- B. The following sanctions are intended to reflect a student's entire academic career at Chowan University and will not restart once there is a break in enrollment.
- a. Possession and/or use of Illicit drugs:
 - i. 1st Offense - \$50 fine, drug education program, parents notified, probation.
 - ii. 2nd Offense - \$100 fine, drug education program (Judicial Educator), preliminary suspension, and parental notification.
 - iii. 3rd Offense – suspension from the University for one year, required drug counseling prior to readmission and drug test.
 - b. Manufacture, sale or distribution of drugs:
 - i. 1st Offense - suspension from the University for one year. Counseling, community service, and positive letter of recommendation prior to readmission.
 - ii. 2nd Offense - expulsion from the University.
 - c. Possession of drug related paraphernalia to include bong, roach-clips, pipes, and other instruments for that purpose.
 - i. 1st Offense - \$25 fine, drug education program, and warning.
 - ii. 2nd Offense - \$100 fine, drug education program, probation, parental notification.
 - iii. 3rd Offense - \$200 fine, drug education program, preliminary suspension, parental notification.
 - iv. 4th Offense – suspension from the University for one year. Counseling, community service, and positive letter of recommendation prior to readmission.
 - d. In the presence of drugs.
 - i. 1st Offense - warning, educational activity (hall program, reflection paper, bulletin board, etc.
 - ii. 2nd Offense - \$25 Fine, drug education program, probation, and parental notification.
 - iii. 3rd Offense - \$100 Fine, drug education program, preliminary suspension, and parental notification.

Alcohol

The following sanctions are intended to reflect a student's entire academic career at Chowan University and will not restart once there is a break in enrollment.

- A. Possession/Consumption
 - a. 1st Offense - \$25 fine, alcohol education program (Choices), probation and parental notification.
 - b. 2nd Offense - \$75 fine, alcohol education program (Judicial Educator), preliminary suspension, and parental notification.
 - c. 3rd Offense - Suspension from the University for One year, required alcohol counseling prior to readmission.
 - d. 4th Offense – expulsion from the university.
- B. Distribution of Alcohol to a Minor (Violation of Law)
 - a. 1st Offense - \$300 fine, alcohol education program (Judicial Educator), preliminary suspension and parental notification.

- b. 2nd Offense - Suspension from the University for One year, counseling, community service, and positive letter of recommendation prior to readmission.
 - c. 3rd Offense – expulsion from the university.
- C. In the Presence of Alcohol
 - a. 1st Offense – Warning, and educational activity (hall program, reflection paper, bulletin board, etc.)
 - b. 2nd Offense - \$25 fine, alcohol education program (Choices), probation, and parental notification.
 - c. 3rd Offense - \$75 fine, alcohol education program (Judicial Educator), preliminary suspension, and parental notification.
 - d. 4th Offense – Suspension from the University for One year, Counseling, Community Service, and a positive letter of recommendation prior to readmission.
- D. Public Intoxication or Drunken Behavior
 - a. 1st Offense - \$100 fine, alcohol education program (Judicial Educator), preliminary suspension, and parental notification.
 - b. 2nd Offense – within a 12 month period suspension is the most likely response.

Off-Campus Conduct

A student who is charged or convicted of a crime off campus will not automatically be subject to University disciplinary proceedings unless the offense is of a nature that the student is considered to be a threat to the health, safety and welfare of the faculty, staff, and students. Additionally, a student whose behavior off campus negatively impacts the University and/or student body may be held accountable through normal disciplinary proceedings. Students who reside off campus and host parties or similar functions will be held responsible for the actions of those attending such activities, in the event the behavior of those in attendance negatively impacts the University. In such an incident, the student(s) will be required to appear before an administrative officer to offer an explanation as to why he/she is not a threat or has not negatively impacted the University. During this time the student(s) will be able to explain his/her actions. If a reasonable explanation is not offered, the student will be given sanctions ranging from a reprimand to expulsion.

Note: Chowan University reserves the right to hold the Official University Transcripts of individuals who have failed to fulfill the requirements of on-campus judicial proceedings.

Employee Standards of Conduct:

The Drug-Free Workplace Act and the Drug-Free Schools and Campuses Regulation require that it will provide a drug-free workplace and campus. Each University employee will, as a condition of employment, abide by the Drug-Free Workplace Act and the policies of the University as listed below:

Employees may not possess, use, purchase, sell or transfer illicit drugs/controlled substances and/or alcoholic beverages in any amount on Chowan University property (including parking lots), or in University owned vehicles, (either owned or leased to or used on behalf of the institution), or while on University business or performing institution-related duties on or off campus. Illicit drugs or substances and

controlled substance analogues, as well as those drugs which, although legal, have been illegally obtained (i.e., prescribed drugs not being used for prescribed purposes or not being used by the intended recipient of the prescription, including amphetamines and barbiturates). Examples of illicit drugs include marijuana, cocaine, “crack” cocaine, heroin, morphine, phencyclidine (PCP), hallucinogens, narcotics, etc.

- Employees may not possess, use or consume illicit drugs/substances and/or alcoholic beverages on or off University property during working hours, lunch periods, breaks or relief periods.
- Employees may not report to work “under the influence” of illicit drugs/substances or alcohol. “Under the influence” is defined as a person being affected by alcoholic drink and/or drugs. It is also a term used to describe the state of intoxication which is criminal during certain activities.
- Employees are prohibited from bringing drug paraphernalia onto University property (including parking lots) at any time.
- Employees may not possess, use, purchase, sell, or transfer alcohol on University property (including parking lots), or in University vehicles (either owned by, leased to or used on behalf of the University), or while on University business or performing University related duties on or off campus.

Failure to abide by the policies detailed above will result in appropriate disciplinary actions up to and including termination of employment based on the severity of the offense as well as the options for possible rehabilitation. Pursuant to the Drug-Free Workplace Act, any employee engaged in the performance of a federal grant or contract is required to notify his or her supervisor and the Human Resources Director no later than five days after any conviction under the criminal drug statute for a violation that occurred in the workplace. When a supervisor and the Director of Human Resources are notified by an employee of such a conviction, they will notify the appropriate federal agency within ten (10) days of receiving notice of such conviction. Discipline for violations of Chowan University’s policies on drugs and/or drug paraphernalia include up to termination of employment.

Legal sanctions

There are significant criminal penalties under state and federal law for the unlawful possession or distribution of alcohol and illicit drugs.

North Carolina Laws on Alcohol

Under North Carolina State Law, it is unlawful for:

- Persons under the age of 21, to buy or possess beer or unfortified wine
- Persons under the age of 21 to buy or possess fortified wine, or spirituous liquor or mixed beverages
- Any person to sell or give beer or unfortified wine to anyone under the age of 21
- Any person to assist or encourage (aid or abet) an under aged person in obtaining liquor, beer, or wine
- Effective September 1, 1986, it is unlawful for anyone under age 21 to purchase and/or possess malt beverages and/or unfortified wine. It is unlawful for anyone to sell or give beer and/or unfortified wine to any person under the age of 21
- Those holding provisional driver’s license (ages 16 and 17) will have their licenses revoked until they are 18, or for 45 days, whichever is longer, if tests show they have any alcohol or controlled substances in their bodies while driving, or if they refuse to take a chemical test. This also holds true for a provisional licensee who is convicted of an impaired driving offense. No limited driving privileges are available, either. Additionally, other penalties imposed by the court, conviction of

under-age persons of the following ABC law violations results in a one-year revocation of the driver's license:

- Purchasing or attempting purchase
- Aiding or abetting someone to illegally purchase
- Lending or borrowing a driver's license or other identification, or using a fraudulent or altered driver's license or other identification to purchase alcohol.

North Carolina Laws on Controlled Substances (Drugs)

G.S. 90-89 to 90-96: Controlled Substances:

- **Schedule I Controlled Substances:** These substances have a high potential for abuse, but no currently accepted medical use in the United States, or lack accepted safety for use in treatment under medical supervision. This schedule includes some opiates such as heroin, hallucinogenic substances including LSD (lysergic acid diethylamide), peyote, MDMA, psilocybin, PCP (phencyclidine), and depressants such as methaqualone (Quaaludes).
- **Schedule II Controlled Substances:** These substances have a high potential for abuse, and currently accepted medical use with severe restrictions. The abuse of the substance may lead to severe psychic or physical dependence. This schedule includes opium, codeine, morphine, cocaine, and amphetamines.
- **Schedule III Controlled Substance:** These substances have a potential for abuse less than the substances listed in Schedule I and II; have currently accepted medical use in the United States, and abuse may lead to moderate or low physical dependence or high psychological dependence. This schedule includes barbiturates such as amobarbital, secobarbital, pentobarbital, Paregoric, codeine containing medications.
- **Schedule IV Controlled Substances:** These substances have a low potential for abuse relative to the substances listed in Schedule III, have currently accepted medical use in the United States, and limited physical or psychological dependence relative to the substances listed in Schedule III. This schedule includes depressants such as diazepam (Valium) and some stimulants.
- **Schedule V Controlled Substances:** These substances have a low potential for abuse relative to the substances listed in Schedule IV, have currently accepted medical use in the United States, and limited physical or psychological dependence relative to the substances listed in Schedule IV. This schedule includes substances that contain limited amounts of narcotic drugs such as codeine, dihydrocodeine, ethyl morphine, atropine sulfate, and opium.
- **Schedule VI Controlled Substances:** These substances have no currently accepted medical use in the United States, or a relatively low potential for abuse in terms of risk to public health and potential to produce psychic or physiological dependence liability based upon present medical knowledge. This schedule includes marijuana and tetrahydrocannabinols (THC).

Violations – Penalties

It is unlawful for any person to manufacture, sell or deliver, or possess with intent to manufacture, sell or deliver, a controlled substance and violations include the following:

- Controlled substances classified in Schedule I or II shall be punished as a Class H felony
- Controlled substances classified in Schedule III, IV, or VI shall be punished as a Class I felony

It is unlawful for any person to create, sell or deliver, or possess with intent to sell or deliver, a counterfeit controlled substance. Anyone who violates this law shall be punished as a Class I felony.

It is unlawful for any person to possess a controlled substance. Anyone who violates this law with respect to:

- A controlled substance classified in Schedule I shall be punished as a Class I felony
- A controlled substance classified in Schedule II, III, or IV shall be guilty of a misdemeanor and be sentenced to a term of imprisonment of not more than two years or fined not more than two thousand dollars (\$2,000) or both
- A controlled substance classified in Schedule V shall be guilty of a misdemeanor and shall be sentenced to a term of imprisonment of no more than six month or fined not more than five hundred dollars (\$500) or both
- A controlled substance classified in Schedule VI shall be guilty of a misdemeanor and shall be sentenced to a term of imprisonment of not more than 30 days or fined not more than one hundred (\$100) or both.

Federal Penalties and Sanctions for Illegal Possession of a Controlled Substance (Drugs):

21 U.S.C. 844 (a)

- First conviction – Up to one year imprisonment and fined at least \$1,000 but not more than \$100,000, or both.
- After one prior drug conviction: At least 15 days in prison, not to exceed two years and fined at least \$2,500 but not more than \$250,000, or both.
- After two or more prior drug convictions: At least 90 days in prison, not to exceed three years and fined at least \$5,000 but not more than \$250,000.
- Special sentencing provision of crack cocaine: Mandatory at least five years in prison, not to exceed 20 years and fined up to \$250,000, or both if:
 - First conviction and the amount of crack possessed five grams.
 - Second crack conviction and the amount of crack possessed exceeds 1 gram.
 - Third or subsequent crack conviction and the amount of crack possessed exceeds 1 gram.

21 U.S.C. 853(a)(2) and 881 (a)(7)

Forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than one year imprisonment.
(See special sentencing provisions re: crack)

21 U.S.C. 881(a)(4)

Forfeiture of vehicles, boats, aircraft or any other conveyance used to transport or conceal a controlled substance.

21 U.S.C. 844

A civil fine up to \$10,000.

21 U.S.C. 853

A denial of Federal benefits, such a student loans, grants contracts, and professional and commercial licenses, up to one year for first offense, up to five years for second and subsequent offenses.

18 U.S.C. 922(G)

Ineligible to receive or purchase a firearm.

Additional penalties, including imprisonment and fines, apply for the manufacture or distribution of a controlled substance or possession with intent to manufacture, distribute or dispense a controlled substance.

Notwithstanding the enactment of state laws permitting certain transportation, sale, dispensing, distribution, possession and consumption of marijuana under specified conditions with intent to manufacture, the U.S. Department of Justice has made clear that marijuana remains an illegal drug under the U.S. Controlled Substances Act and federal prosecutors will continue to aggressively enforce this statute.

Drug and alcohol health risks

In compliance with the Drug Free Schools and Communities Act of 1989 (Public Law 101-226) the University has adopted a program to prevent the unlawful possession, use and distribution of illicit drugs and alcohol by members of the University community. In compliance with this requirement, information below describes the various health risks associated with alcohol abuse and the use of specific types of drugs. The following list is not intended to be an exhaustive or complete statement of all the possible health consequences of substance abuse, but an example of the serious nature of drug and/or alcohol use has on the individual.

Alcohol use and abuse

Alcohol is the most widely used and abused drug in the United States. Alcohol acts as a central nervous system depressant. Alcohol intake causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident.

Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death.

If combined with other depressants of the central nervous system, much lower doses of alcohol can be fatal. Repeated use of alcohol can lead to dependence. In addition, research indicates that children of alcoholic parents are at a greater risk of developing alcohol dependency later in life.

Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations and convulsions. Alcohol withdrawal can be life threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs, such as the brain and liver.

Mothers who consume alcohol during pregnancy may give birth to infants with fetal alcohol spectrum disorders. Because every woman metabolizes alcohol differently, even the smallest amount of alcohol could harm a developing baby. Infants with fetal alcohol spectrum disorders have irreversible physical abnormalities and mental retardation. Alcohol can affect the baby during every trimester of pregnancy.

Drinking alcohol up to the 13th week of pregnancy can cause:

- severe brain damage

- problems with the heart, liver and kidneys
- miscarriage
- facial malformations

Drinking alcohol between weeks 14 and 26 can cause:

- brain damage
- miscarriage
- damaged muscles, skin, teeth, glands and bones

Drinking alcohol between weeks 27 and 40 can cause:

- brain and lung damage
- low birth weight
- early labor and delivery

Amphetamines/Other stimulants

Amphetamines (speed, uppers), methamphetamines and other stimulants can cause increased heart and respiratory rate, elevated blood pressure, dilated pupils and decreased appetite. In addition, users may experience sweating, headache, bad breath, blurred vision, dizziness, sleeplessness, and anxiety. Extremely high doses can cause a rapid or irregular heartbeat, tremors, loss of coordination, and even physical collapse. An amphetamine injection causes a sudden increase in blood pressure that can result in stroke, very high fever or heart failure.

In addition to the physical effects listed above, stimulant users report feeling restless, anxious and moody. People who use large amounts of amphetamines over a long period of time can develop an amphetamine psychosis that includes hallucinations, delusions and paranoia.

Barbiturates/Other depressants

Barbiturates (downers), methaqualone (Quaaludes), tranquilizers (Valium and Rohypnol) and other depressants have many of the same effects as alcohol. Small or prescribed doses can produce calmness and relaxed muscles, but larger doses can cause slurred speech, staggering and altered perception. Very large doses can cause respiratory depression, coma and death. The combination of depressants and alcohol can multiply the effects of the drugs, thereby multiplying the risks. Use can also cause liver damage, convulsions, and coma.

Cannabis / Marijuana

The physical effects of marijuana include a substantial increase in heart rate, bloodshot eyes, a dry mouth and throat, and increased appetite. It may impair short-term memory and comprehension, alter sense of time and reduce ability to perform tasks requiring concentration and coordination, such as driving a car. Research also shows that motivation and cognition may be altered, making the acquisition of new information difficult. When marijuana contains 2 percent THC, it can cause severe psychological damage, including paranoia and psychosis. Since the early 1980's, most marijuana has contained from 4 to 6 percent THC - two or three times the amount capable of causing serious damage.

Because users often inhale the unfiltered smoke deeply and then hold it in their lungs as long as possible, marijuana is damaging to the lungs and pulmonary system. Marijuana smoke contains more cancer

causing agents than tobacco smoke. Long-term users of marijuana may develop psychological dependence and require more of the drug to get the same effect.

Cocaine / Crack

Cocaine stimulates the central nervous system. Its immediate effects include dilated pupils and elevated blood pressure, increased heart and respiratory rate, and elevated body temperature. Injecting cocaine with contaminated equipment can cause AIDS, hepatitis and other diseases. Crack, or freebase rock, is a purified form of cocaine that is smoked. Smoking crack provides intensified cocaine effects because higher doses of the drug reach the brain very quickly. Crack is far more addictive than heroin or barbiturates. Continued use can produce violent behavior and psychotic states similar to schizophrenia.

Health risks include malnutrition, respiratory problems, addiction, stroke, liver problems, seizures, heart and respiratory failure, psychosis, coma, convulsions, and sexual dysfunction. Cocaine in any form, but particularly in the purified form known as crack, can cause sudden death from cardiac arrest or respiratory failure.

Hallucinogens

Hallucinogens phencyclidine (PCP, angel dust), mescaline, peyote, LSD, and mushrooms interfere with the part of the brain that controls the intellect and keeps instincts in check. Hallucinogens are psychedelic, mind-altering drugs that affect a person's perceptions, feelings, thinking, and self-awareness. Use causes increased body temperature, heart rate and blood pressure, sweating, loss of appetite, sleeplessness, tremors, confusion, paranoia, and sometimes violence.

Because PCP blocks pain receptors, violent PCP episodes may result in self-inflicted injuries. Large doses may produce convulsions and coma, as well as heart and lung failure. Psychological reactions may include panic, confusion, suspicion, anxiety and loss of control. Delayed effects or flashbacks can occur even after use has ceased.

Inhalants

The immediate negative effects of inhalants (laughing gas, whippets) include nausea, sneezing, coughing, nosebleeds, fatigue, and lack of coordination and loss of appetite. Solvents and aerosol sprays also decrease heart and respiratory rates and impair judgment. Amyl and butyl nitrite cause rapid pulse, headaches and involuntary passing of urine and feces. Long-term use may result in hepatitis or brain damage. Deeply inhaling the vapors or using large amounts over a short period of time may result in disorientation, violent behavior, unconsciousness, or death. High concentrations of inhalants can cause suffocation by displacing the oxygen in the lungs or by depressing the central nervous system to the point that breathing stops.

MDMA / Ecstasy

MDMA is a stimulant with psychedelic properties. Short-term effects include feelings of mental stimulation, emotional warmth, enhanced sensory perception, and increased physical energy. Adverse health effects can include nausea, chills, sweating, teeth clenching, muscle cramping, and blurred vision. Chronic use of MDMA may lead to changes in brain function.

Narcotics

Narcotics such as opium, Demerol, heroin, codeine and morphine initially produce a feeling of euphoria that often is followed by drowsiness, nausea and vomiting. Users also may experience constricted pupils, watery eyes and itching. An overdose may produce slow and shallow breathing, clammy skin, convulsions, coma and possible death. Narcotics are extremely addictive.

Steroids

Steroids are synthetic drugs that resemble natural hormones made in the body. The type of steroids that are misused are anabolic androgenic steroids (AAS), which copy the effects of the male hormone, testosterone. People use AAS to build muscle or increase strength. These types of steroids can be swallowed or injected into the muscles. AAS is different to corticosteroids, which are medically prescribed to treat conditions such as asthma. Corticosteroids copy the effects of the cortisol hormone and have no muscle-building or performance-enhancing effects.

AAS drugs affect people in different ways with varied intensity. However, adverse effect will increase the longer the drug is used when people take several AAS drugs simultaneously (known as stacking) the risk and harms associated with use are increased. Some harmful effects of this type of use are as follows:

- Water retention
- Acne
- Reduced sex drive
- High blood pressure and cholesterol
- Heart disease, stroke and abnormal liver function
- Diabetes

Additional information about the health risks of drug use and abuse can be accessed through the [National Institute on Drug Abuse](#).

Where to go for help/community resources

Student Drug and Alcohol Assistance

Students are encouraged to contact Chowan University's Counselor for information regarding counseling, treatment services and self-help programs related to substance use and abuse. Call the Office of Student Affairs at 252-398-1227 to schedule an appointment.

Employee Drug and Alcohol Assistance

Chowan University has communicated with its employees through educational literature and materials detailing the dangers of drug and alcohol abuse in the workplace. The University provides voluntary substance abuse counseling/referrals through the Human Resources Department and its Employee Assistance Program (EAP), Health Advocates. The EAP services are offered through a third party professional counseling service under contract with the University. In conjunction with, or as an alternative to disciplinary action, the Human Resources Department may offer or mandate referrals to Health Advocates and/or other rehabilitation programs. Employees may contact Health Advocates at 800-854-1446.

Community Resources

The following community resources are available to **all** members of the University community

Integrated Family Services, PLLC

312 Academy St. S, Ste B
Ahoskie, NC 27910
252-209-0388
<http://www.integratedfamilyservices.net/>

Port Health Services

144-B Community College Rd.
Ahoskie, NC 27910
252-209-8932
<https://www.porthealth.org/>

Alcohol Addiction Center

<https://alcoholaddictioncenter.org/>

Get Smart About Drugs

<https://www.getsmartaboutdrugs.gov/>

Addiction Resource

<https://addictionresource.com/>

Start Your Recovery

<https://startyourrecovery.org/>

Nar-Anon Family Support Group

1st and 3rd Thursday at 7:00 pm
Gates County Community Center
130 US Hwy 158
Gatesville, NC 27938

AA Meetings

Wednesday - 8pm – 9pm
Murfree Center
201 E. Broad Street
Murfreesboro, NC

Thursday – 7:30pm
St Thomas Episcopal Church Fellowship Hall
424 Church Street
Ahoskie, NC

Saturday – CrossOver Ministry 4pm – 5pm
Soul Saving Station Church
337 Ahoskie Cofield Road
Ahoskie, NC

NA Meetings

Tuesday – 8pm

St Thomas Episcopal Church Fellowship Hall

424 Church Street

Ahoskie, NC

Substance Abuse and Mental Health Services Administration (SAMHSA)

National Helpline 1-800-662-HELP (4357).

SAMHSA is a confidential, free, 24-hour-a-day, 365-day-a-year, information service, in English and Spanish, for individuals and family members facing mental and/or substance use disorders. This service provides referrals to local treatment facilities, support groups, and community-based organizations.

North Carolina Department of Health & Human Services; Alcohol/Drug Council of North Carolina –
Hotline: 1-800-688-4232

Trillium Health Resources Office

201 W. First Street

Greenville, NC 27858-1132

Crisis Hotline: 1-877-685-2415

Policy Distribution Requirements

On-Going Distribution Requirements:

Annual distribution of the most current DAAPP is to be conducted on a perpetual cycle to ensure that all current and new students/employees have access to the program policy and an understanding of their rights and obligations to ensure an educational, social, and work environment free of drugs and alcohols as influenced by University policy and legal requirements. The University takes its obligations seriously and therefore requires the following distribution actions annually:

- ***DAAPP Distribution to students:***
 - incorporated in the annual student handbook;
 - made available on the Student Affairs section of the University website;
 - made available on the Student Affairs section of the University intranet (MyCU);
 - included in new student orientation programs to include dialog of awareness and comprehension;
 - included in start of term residential hall orientation/semester meetings to solicit understanding and feedback;
 - formatted into an annual student-centric brochure distributed to residential students via their University assigned mailbox and sent to student home addresses of non-residential students; and
 - e-mailed to all currently enrolled students per fall and spring academic semester.
- ***DAAP Distribution to employees:***
 - incorporated in the annual faculty/staff (employee) handbook;
 - made available on the Human Resources section of the University website;
 - made available on the Human Resources section of the University intranet (MyCU);

- included in new employee orientation programs to include dialog of awareness and comprehension;
- formatted into an annual employee-centric brochure distributed to current employees via University mail system; AND
- e-mailed to all current employees at the beginning of each fall/spring academic semester.

Required DAAPP Review:

The University DAAPP is expected to be reviewed biennially through a program/policy review team as directed by the Biennial Review policy. The review expectations will include, but not be limited to:

review of current Department of Education regulations to ensure the DAAPP remains compliant with DoE and Federal expectations and make necessary adjustment recommendations for University adoption;

- review of all sources (federal, state, and local) law/regulations which impacts directly or indirectly the University DAAPP to ensure continued compliance and to make necessary adjustment recommendations for University adoption;
- review the most current two academic years of drug and/or alcohol related University issues
 - to determine whether the cases were adjudicated consistently and fairly under the framework of the current DAAPP;
 - to investigate and report the effectiveness of the current DAAPP and recommend improvements to the University for adoption;
 - to determine whether new opportunities have arisen to offer students/employees with resources to strengthen the University DAAPP; AND
 - determine the effectiveness of the distribution requirements above to verify/ensure adequate program distribution to all aspects of the University community.

CHOWAN
UNIVERSITY

Sexual Assault, Domestic Violence, Dating Violence and Stalking: Prevention

Primary Prevention and Awareness

Chowan University's primary prevention and awareness program is conducted each fall for all new faculty staff and students. The programs covers Title IX issues related to Rape, Sexual Violence, Sexual Assault Sexual Harassment, Dating Violence, Domestic Violence, Stalking, Sexual Exploitation and Sexual Coercion. These programs shall include a statement that the University prohibits sexual assault, dating violence, domestic violence and stalking; Bystander Intervention and other community expectations are provided. The mandatory trainings are provided by The Association of Title IX Administrators (ATIXA).

Chowan University WILL NOT TOLERATE dating violence, domestic violence, sexual assault or stalking, IN ANY FORM, including acquaintance rape or group (gang) rape. When there is probable cause to believe that the Chowan University regulations prohibiting dating violence, domestic violence, sexual assault or stalking have been violated, the University will pursue strong disciplinary actions through its own channels including the University's Title IX process. This discipline includes the possibility of suspension or expulsion from the University. A student charged with sexual assault can be prosecuted under North Carolina criminal statutes AND disciplined under the University code of student conduct.

Even if the criminal justice authorities choose not to prosecute, the University can pursue disciplinary action.

Definitions:

Chowan University will follow NC state statutes and definitions where applicable. When a state definition is not available, Chowan will defer to the federal definition and statute for the following crimes: Dating Violence, Domestic Violence, Sexual Assault and Stalking.

Dating Violence

Chowan University Definition:

Chowan utilized the federal definition and statutes.

North Carolina State Definition:

There is no NC definition for Dating Violence, please see NC statute on Domestic Violence.

Federal Definition:

- I. Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.
 - a. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- II. For purposes of this definition-
 - a. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
 - b. Dating violence does not include acts covered under the definition of domestic violence.

- III. For the purposes of complying with the requirements of this section, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting

Domestic Violence

State of North Carolina Definition:

- I. Domestic violence means the commission of one or more of the following acts upon an aggrieved party or upon a minor child residing with or in the custody of the aggrieved party by a person with whom the aggrieved party has or has had a personal relationship, but does not include acts of self-defense:
- (1) Attempting to cause bodily injury, or intentionally causing bodily injury; or
 - (2) Placing the aggrieved party or a member of the aggrieved party's family or household in fear of imminent serious bodily injury or continued harassment, as defined in G.S. 14-277.3A, that rises to such a level as to inflict substantial emotional distress; or
 - (3) Committing any act defined in G.S. 14-27.2 through G.S. 14-27.7.

Federal Definition:

- I. A felony or misdemeanor crime of violence committed-
- a. By a current or former spouse or intimate partner of the victim
 - b. By a person with whom the victim shares a child in common
 - c. By a person who is cohabitating with or has cohabitated with the victim as a spouse or a partner
 - d. By a person similarly situated to a spouse of the victim under the domestic violence laws of the jurisdiction in which the crime of violence occurred, or
 - e. By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Sexual assault

State of North Carolina definition

Article 7B. Rape and Other Sex Offenses.

- I. § 14-27.20. Definitions. As used in this Article, unless the context requires otherwise:
- (1) "Mentally disabled" means
 - (i) a victim who suffers from mental retardation, or
 - (ii) a victim who suffers from a mental disorder, either of which temporarily or permanently renders the victim substantially incapable of appraising the nature of his or her conduct, or of resisting the act of vaginal intercourse or a sexual act, or of communicating unwillingness to submit to the act of vaginal intercourse or a sexual act.
 - (2) "Mentally incapacitated" means a victim who due to any act committed upon the victim is rendered substantially incapable of either appraising the nature of his or her conduct, or resisting the act of vaginal intercourse or a sexual act.
 - (3) "Physically helpless" means

- (i) a victim who is unconscious; or
 - (ii) a victim who is physically unable to resist an act of vaginal intercourse or a sexual act or communicate unwillingness to submit to an act of vaginal intercourse or a sexual act.
- (4) "Sexual act" means cunnilingus, fellatio, analingus, or anal intercourse, but does not include vaginal intercourse. Sexual act also means the penetration, however slight, by any object into the genital or anal opening of another person's body: provided, that it shall be an affirmative defense that the penetration was for accepted medical purposes.
- (5) "Sexual contact" means
 - (i) touching the sexual organ, anus, breast, groin, or buttocks of any person,
 - (ii) a person touching another person with their own sexual organ, anus, breast, groin, or buttocks, or
 - (iii) a person ejaculating, emitting, or placing semen, urine, or feces upon any part of another person.
- (6) "Touching" as used in subdivision (5) of this section, means physical contact with another person, whether accomplished directly, through the clothing of the person committing the offense, or through the clothing of the victim. (1979, c. 682, s. 1; 2002-159, s. 2(a); 2003-252, s. 1; 2006-247, s. 12(a); 2015-181, s. 2.)

II. § 14-27.21. First-degree forcible rape.

- (a) A person is guilty of first-degree forcible rape if the person engages in vaginal intercourse with another person by force and against the will of the other person, and does any of the following:
 - a. Uses, threatens to use, or displays a dangerous or deadly weapon or an article which the other person reasonably believes to be a dangerous or deadly weapon.
 - b. Inflicts serious personal injury upon the victim or another person.
 - c. The person commits the offense aided and abetted by one or more other persons.
- (b) Any person who commits an offense defined in this section is guilty of a Class B1 felony.
- (c) Upon conviction, a person convicted under this section has no rights to custody of or rights of inheritance from any child born as a result of the commission of the rape, nor shall the NC General Statutes - Chapter 14 Article 7B 2 person have any rights related to the child under Chapter 48 or Subchapter 1 of Chapter 7B of the General Statutes. (1979, c. 682, s. 1; 1979, 2nd Sess., c. 1316, s. 4; 1981, c. 63; c. 106, ss. 1, 2; c. 179, s. 14; 1983, c. 175, ss. 4, 10; c. 720, s. 4; 1994, Ex. Sess., c. 22, s. 2; 2004-128, s. 7; 2015-181, ss. 3(a), (b); 2017-30, s. 1.)

III. § 14-27.22. Second-degree forcible rape.

- (a) A person is guilty of second-degree forcible rape if the person engages in vaginal intercourse with another person:
 - a. By force and against the will of the other person; or
 - b. Who is mentally disabled, mentally incapacitated, or physically helpless, and the person performing the act knows or should reasonably know the other person is mentally disabled, mentally incapacitated, or physically helpless.

- (b) Any person who commits the offense defined in this section is guilty of a Class C felony.
- (c) Upon conviction, a person convicted under this section has no rights to custody of or rights of inheritance from any child conceived during the commission of the rape, nor shall the person have any rights related to the child under Chapter 48 or Subchapter 1 of Chapter 7B of the General Statutes. (1979, c. 682, s. 1; 1979, 2nd Sess., c. 1316, s. 5; 1981, cc. 63, 179; 1993, c. 539, s. 1130; 1994, Ex. Sess., c. 24, s. 14(c); 2002-159, s. 2(b); 2004-128, s. 8; 2015-181, s. 4(a), (b).)

IV. § 14-27.23. Statutory rape of a child by an adult.

- (a) A person is guilty of statutory rape of a child by an adult if the person is at least 18 years of age and engages in vaginal intercourse with a victim who is a child under the age of 13 years.
- (b) A person convicted of violating this section is guilty of a Class B1 felony and shall be sentenced pursuant to Article 81B of Chapter 15A of the General Statutes, except that in no case shall the person receive an active punishment of less than 300 months, and except as provided in subsection (c) of this section. Following the termination of active punishment, the person shall be enrolled in satellite-based monitoring for life pursuant to Part 5 of Article 27A of Chapter 14 of the General Statutes.
- (c) Notwithstanding the provisions of Article 81B of Chapter 15A of the General Statutes, the court may sentence the defendant to active punishment for a term of months greater than that authorized pursuant to G.S. 15A-1340.17, up to and including life imprisonment without parole, if the court finds that the nature of the offense and the harm inflicted are of such brutality, duration, severity, degree, or scope beyond that normally committed in such crimes, or considered in basic aggravation of these crimes, so as to require a sentence to active punishment in excess of that authorized pursuant to G.S. 15A-1340.17. If the court sentences the defendant pursuant to this subsection, it shall make findings of fact supporting its decision, to include matters it considered as egregious aggravation. Egregious aggravation can include further consideration of existing aggravating factors where the conduct of the defendant falls outside the heartland of cases even the aggravating factors were designed to cover. Egregious aggravation may also be considered based on the extraordinarily young age of the victim, or the depraved torture or mutilation of the victim, or extraordinary physical pain inflicted on the victim.
- (d) Upon conviction, a person convicted under this section has no rights to custody of or rights of inheritance from any child born as a result of the commission of the rape, nor shall the NC General Statutes - Chapter 14 Article 7B 3 person have any rights related to the child under Chapter 48 or Subchapter 1 of Chapter 7B of the General Statutes.
- (e) The offense under G.S. 14-27.24 is a lesser included offense of the offense in this section. (2008-117, s. 1; 2015-181, s. 5(a), 5(b).)

V. § 14-27.24. First-degree statutory rape.

- (a) A person is guilty of first-degree statutory rape if the person engages in vaginal intercourse with a victim who is a child under the age of 13 years and the defendant is at least 12 years old and is at least four years older than the victim.
- (b) Any person who commits an offense defined in this section is guilty of a Class B1 felony.
- (c) Upon conviction, a person convicted under this section has no rights to custody of or rights of inheritance from any child born as a result of the commission of the rape, nor shall the person have any rights related to the child under Chapter 48 or Subchapter 1 of Chapter 7B of the General Statutes. (1979, c. 682, s. 1; 1979, 2nd Sess., c. 1316, s. 4; 1981, c. 63; c. 106, ss. 1, 2; c. 179, s. 14; 1983, c. 175, ss. 4, 10; c. 720, s. 4; 1994, Ex. Sess., c. 22, s. 2; 2004-128, s. 7; 2015-181, s. 6.)

VI. § 14-27.25. Statutory rape of person who is 15 years of age or younger.

- (a) A defendant is guilty of a Class B1 felony if the defendant engages in vaginal intercourse with another person who is 15 years of age or younger and the defendant is at least 12 years old and at least six years older than the person, except when the defendant is lawfully married to the person.
- (b) Unless the conduct is covered under some other provision of law providing greater punishment, a defendant is guilty of a Class C felony if the defendant engages in vaginal intercourse with another person who is 15 years of age or younger and the defendant is at least 12 years old and more than four but less than six years older than the person, except when the defendant is lawfully married to the person. (1995, c. 281, s. 1; 2015-62, s. 1(a); 2015-181, s. 7(a), (b).)

VII. § 14-27.26. First-degree forcible sexual offense.

- (a) A person is guilty of a first degree forcible sexual offense if the person engages in a sexual act with another person by force and against the will of the other person, and does any of the following:
 - a. Uses, threatens to use, or displays a dangerous or deadly weapon or an article which the other person reasonably believes to be a dangerous or deadly weapon.
 - b. Inflicts serious personal injury upon the victim or another person.
 - c. The person commits the offense aided and abetted by one or more other persons.
- (b) Any person who commits an offense defined in this section is guilty of a Class B1 felony. (1979, c. 682, s. 1; 1979, 2nd Sess., c. 1316, s. 6; 1981, c. 63; c. 106, ss. 3, 4; c. 179, s. 14; 1983, c. 175, ss. 5, 10; c. 720, s. 4; 1994, Ex. Sess., c. 22, s. 3; 2015-181, ss. 8(a), (b); 2017-30, s. 2.)

VIII. § 14-27.27. Second-degree forcible sexual offense. NC General Statutes - Chapter 14 Article 7B 4

- (a) A person is guilty of second degree forcible sexual offense if the person engages in a sexual act with another person:
 - a. By force and against the will of the other person; or
 - b. Who is mentally disabled, mentally incapacitated, or physically helpless, and the person performing the act knows or should

reasonably know that the other person is mentally disabled, mentally incapacitated, or physically helpless.

- (b) Any person who commits the offense defined in this section is guilty of a Class C felony. (1979, c. 682, s. 1; 1979, 2nd Sess., c. 1316, s. 7; 1981, c. 63; c. 179, s. 14; 1993, c. 539, s. 1131; 1994, Ex. Sess., c. 24, s. 14(c); 2002-159, s. 2(c); 2015-181, s. 9(a), (b).)

IX. § 14-27.28. Statutory sexual offense with a child by an adult.

- (a) A person is guilty of statutory sexual offense with a child by an adult if the person is at least 18 years of age and engages in a sexual act with a victim who is a child under the age of 13 years.
- (b) A person convicted of violating this section is guilty of a Class B1 felony and shall be sentenced pursuant to Article 81B of Chapter 15A of the General Statutes, except that in no case shall the person receive an active punishment of less than 300 months, and except as provided in subsection (c) of this section. Following the termination of active punishment, the person shall be enrolled in satellite-based monitoring for life pursuant to Part 5 of Article 27A of Chapter 14 of the General Statutes.
- (c) Notwithstanding the provisions of Article 81B of Chapter 15A of the General Statutes, the court may sentence the defendant to active punishment for a term of months greater than that authorized pursuant to G.S. 15A-1340.17, up to and including life imprisonment without parole, if the court finds that the nature of the offense and the harm inflicted are of such brutality, duration, severity, degree, or scope beyond that normally committed in such crimes, or considered in basic aggravation of these crimes, so as to require a sentence to active punishment in excess of that authorized pursuant to G.S. 15A-1340.17. If the court sentences the defendant pursuant to this subsection, it shall make findings of fact supporting its decision, to include matters it considered as egregious aggravation. Egregious aggravation can include further consideration of existing aggravating factors where the conduct of the defendant falls outside the heartland of cases even the aggravating factors were designed to cover. Egregious aggravation may also be considered based on the extraordinarily young age of the victim, or the depraved torture or mutilation of the victim, or extraordinary physical pain inflicted on the victim.
- (d) The offense under G.S. 14-27.29 is a lesser included offense of the offense in this section. (2008-117, s. 2; 2015-181, s. 10(a), (b).)

X. § 14-27.29. First-degree statutory sexual offense.

- (a) A person is guilty of first-degree statutory sexual offense if the person engages in a sexual act with a victim who is a child under the age of 13 years and the defendant is at least 12 years old and is at least four years older than the victim.
- (b) Any person who commits an offense defined in this section is guilty of a Class B1 felony. (1979, c. 682, s. 1; 1979, 2nd Sess., c. 1316, s. 6; 1981, c. 63; c. 106, ss. 3, 4; c. 179, s. 14; 1983, c. 175, ss. 5, 10; c. 720, s. 4; 1994, Ex. Sess., c. 22, s. 3; 2015-181, s. 11.)

XI. § 14-27.30. Statutory sexual offense with a person who is 15 years of age or younger. NC General Statutes - Chapter 14 Article 7B 5

- (a) A defendant is guilty of a Class B1 felony if the defendant engages in a sexual act with another person who is 15 years of age or younger and the defendant is at least 12 years old and at least six years older than the person, except when the defendant is lawfully married to the person.
- (b) Unless the conduct is covered under some other provision of law providing greater punishment, a defendant is guilty of a Class C felony if the defendant engages in a sexual act with another person who is 15 years of age or younger and the defendant is at least 12 years old and more than four but less than six years older than the person, except when the defendant is lawfully married to the person. (1995, c. 281, s. 1; 2015-181, s. 12.)

XII. § 14-27.31. Sexual activity by a substitute parent or custodian.

- (a) If a defendant who has assumed the position of a parent in the home of a minor victim engages in vaginal intercourse or a sexual act with a victim who is a minor residing in the home, the defendant is guilty of a Class E felony.
- (b) If a person having custody of a victim of any age or a person who is an agent or employee of any person, or institution, whether such institution is private, charitable, or governmental, having custody of a victim of any age engages in vaginal intercourse or a sexual act with such victim, the defendant is guilty of a Class E felony.
- (c) Consent is not a defense to a charge under this section. (1979, c. 682, s. 1; 1979, 2nd Sess., c. 1316, s. 9; 1981, c. 63; c. 179, s. 14; 1993, c. 539, s. 1132; 1994, Ex. Sess., c. 24, s. 14(c); 1999-300, s. 2; 2003-98, s. 1; 2015-181, ss. 13(a), (b).)

XIII. § 14-27.32. Sexual activity with a student.

- (a) If a defendant, who is a teacher, school administrator, student teacher, school safety officer, or coach, at any age, or who is other school personnel, and who is at least four years older than the victim engages in vaginal intercourse or a sexual act with a victim who is a student, at any time during or after the time the defendant and victim were present together in the same school, but before the victim ceases to be a student, the defendant is guilty of a Class G felony, except when the defendant is lawfully married to the student. The term "same school" means a school at which the student is enrolled and the defendant is employed, assigned, or volunteers.
- (b) A defendant who is school personnel, other than a teacher, school administrator, student teacher, school safety officer, or coach, and is less than four years older than the victim and engages in vaginal intercourse or a sexual act with a victim who is a student, is guilty of a Class I felony.
- (c) This section shall apply unless the conduct is covered under some other provision of law providing for greater punishment.
- (d) Consent is not a defense to a charge under this section.

- (e) For purposes of this section, the terms "school", "school personnel", and "student" shall have the same meaning as in G.S. 14-202.4(d). For purposes of this section, the term "school safety officer" shall include a school resource officer or any other person who is regularly present in a school for the purpose of promoting and maintaining safe and orderly schools. (1979, c. 682, s. 1; 1979, 2nd Sess., c. 1316, s. 9; 1981, c. 63; c. 179, s. 14; 1993, c. 539, s. 1132; 1994, Ex. Sess., c. 24, s. 14(c); 1999-300, s. 2; 2003-98, s. 1; 2015-44, s. 2; 2015-181, s. 14(a), (b).) NC General Statutes - Chapter 14 Article 7B 6

XIV. § 14-27.33. Sexual battery.

- (a) A person is guilty of sexual battery if the person, for the purpose of sexual arousal, sexual gratification, or sexual abuse, engages in sexual contact with another person:
- By force and against the will of the other person; or
 - Who is mentally disabled, mentally incapacitated, or physically helpless, and the person performing the act knows or should reasonably know that the other person is mentally disabled, mentally incapacitated, or physically helpless.
- (b) Any person who commits the offense defined in this section is guilty of a Class A1 misdemeanor. (2003-252, s. 2; 2015-181, s. 15.) § 14-27.34. No defense that victim is spouse of person committing act. A person may be prosecuted under this Article whether or not the victim is the person's legal spouse at the time of the commission of the alleged rape or sexual offense. (1979, c. 682, s. 1; 1987, c. 742; 1993, c. 274, s. 1; 2015-181, s. 15.)

XV. § 14-27.35. No presumption as to incapacity. In prosecutions under this Article, there shall be no presumption that any person under the age of 14 years is physically incapable of committing a sex offense of any degree or physically incapable of committing rape, or that a male child under the age of 14 years is incapable of engaging in sexual intercourse. (1979, c. 682, s. 1; 2015-181, s. 15.)

XVI. § 14-27.36. Evidence required in prosecutions under this Article. It shall not be necessary upon the trial of any indictment for an offense under this Article where the sex act alleged is vaginal intercourse or anal intercourse to prove the actual emission of semen in order to constitute the offense; but the offense shall be completed upon proof of penetration only. Penetration, however slight, is vaginal intercourse or anal intercourse. (1979, c. 682, s. 1; 2015-181, s. 15.)

Federal definition

Sexual Assault means any nonconsensual sexual act proscribed by Federal, tribal, or State law, including when the victim lacks capacity to consent.

Stalking

NC State Definition

- I. Definitions. - The following definitions apply in this section:
 - (1) Course of conduct. - Two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, is in the presence of, or follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
 - (2) Harasses or harassment. - Knowing conduct, including written or printed communication or transmission, telephone, cellular, or other wireless telephonic communication, facsimile transmission, pager messages or transmissions, answering machine or voice mail messages or transmissions, and electronic mail messages or other computerized or electronic transmissions directed at a specific person that torments, terrorizes, or terrifies that person and that serves no legitimate purpose.
 - (3) Reasonable person. - A reasonable person in the victim's circumstances.
 - (4) Substantial emotional distress. - Significant mental suffering or distress that may, but does not necessarily, require medical or other professional treatment or counseling.
- II. Offense. - A defendant is guilty of stalking if the defendant willfully on more than one occasion harasses another person without legal purpose or willfully engages in a course of conduct directed at a specific person without legal purpose and the defendant knows or should know that the harassment or the course of conduct would cause a reasonable person to do any of the following:
 - (1) Fear for the person's safety or the safety of the person's immediate family or close personal associates.
 - (2) Suffer substantial emotional distress by placing that person in fear of death, bodily injury, or continued harassment.
- III. Classification. - A violation of this section is a Class A1 misdemeanor. A defendant convicted of a Class A1 misdemeanor under this section, who is sentenced to a community punishment, shall be placed on supervised probation in addition to any other punishment imposed by the court. A defendant who commits the offense of stalking after having been previously convicted of a stalking offense is guilty of a Class F felony. A defendant who commits the offense of stalking when there is a court order in effect prohibiting the conduct described under this section by the defendant against the victim is guilty of a Class H felony.
- IV. Jurisdiction. - Pursuant to G.S. 15A-134, if any part of the offense occurred within North Carolina, including the defendant's course of conduct or the effect on the victim, then the defendant may be prosecuted in this State. (2008-167, s. 2.)

Federal Definition:

- I. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to-
 - a. Fear for the person's safety or the safety of others; or
 - b. Suffer substantial emotional distress
- II. For the purposes of this definition-
 - a. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device or means, follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.

- b. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- c. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

Consent (in reference to sexual activity)

Chowan University Definition

Affirmative Consent (CU Title IX Gender Equity Policy)

University policy requires affirmative consent between individuals engaging in sexual activity. Affirmative consent is defined as “informed, freely and affirmatively communicated willingness to participate in sexual activity that is expressed by clear and unambiguous words or actions.” Clear and unambiguous words or actions are those that are freely and actively given by informed individuals that a reasonable person in the circumstances would believe communicate a willingness to participate in a mutually agreed upon sexual activity.

The following factors will be considered when determining consent:

- It is the responsibility of each person who wishes to engage in the sexual activity to obtain consent.
- A lack of protest, the absence of resistance and silence do not indicate consent.
- The existence of a present or past dating or romantic relationship does not imply consent to future sexual activity.
- Consent must be present throughout the sexual activity and may be initially given, but withdrawn at any time.
- When consent is withdrawn, all sexual activity must stop. Likewise, where there is confusion about the state of consent, sexual activity must stop until both parties consent again.
- Consent to one form of sexual activity does not imply consent to other forms of sexual activity.
- Consent is not obtained where:
 - There is physical force, threats, intimidation or coercion.
 - There is incapacitation due to the influence of drugs or alcohol.
 - There is the inability to communicate because of a physical or mental condition.
 - An individual is asleep, unconscious or involuntarily physically restrained.
 - An individual is unable to understand the nature or extent of the sexual situation because of mental or physical incapacitation or impairment.
 - One party is not of legal age to give consent.

State of North Carolina

North Carolina does not specifically define “consent.” The concepts of “force” and “against the will of the other person” are used in the statute, but these terms are also not defined.

However, a threat of serious bodily harm which reasonably places fear in a person's mind is sufficient to demonstrate the use of force and the lack of consent. *State v. Morrison*, 94 N.C. App. 517, 522, 380 S.E.2d 608, 611 (1989)

Additionally, submission, including submission due to fear, fright, coercion or realization that in the particular situation resistance is futile is not consent. *State v. Ricks*, 34 N.C. App. 734, 735, 239 S.E.2d 602, 603 (1977); *see also State v. Keane*, 235 N.C. App. 656, 7 (2014) (“Consent induced by violence or fear of violence is not effective to preclude a rape conviction.”).

Federal Definition

U.S. Code § 920 - Art. 120.

(8) Consent.—

- A. The term “consent” means a freely given agreement to the conduct at issue by a competent person. An expression of lack of consent through words or conduct means there is no consent. Lack of verbal or physical resistance or submission resulting from the use of force, threat of force, or placing another person in fear does not constitute consent. A current or previous dating or social or sexual relationship by itself or the manner of dress of the person involved with the accused in the conduct at issue shall not constitute consent.
- B. A sleeping, unconscious, or incompetent person cannot consent. A person cannot consent to force causing or likely to cause death or grievous bodily harm or to being rendered unconscious. A person cannot consent while under threat or in fear or under the circumstances described in subparagraph (C) or (D) of subsection (b)(1).
- C. Lack of consent may be inferred based on the circumstances of the offense. All the surrounding circumstances are to be considered in determining whether a person gave consent, or whether a person did not resist or ceased to resist only because of another person’s actions.

Your Role in Preventing Sexual Assault

The only person responsible for committing sexual assault is a perpetrator, but all of us have the ability to look out for each other’s safety. Whether it’s giving someone a safe ride home from a party or directly confronting a person who is engaging in threatening behavior, anyone can help prevent sexual violence.

What is a bystander?

A bystander is a person who is present when an event takes place but isn’t directly involved. Bystanders might be present when sexual assault or abuse occurs—or they could witness the circumstances that lead up to these crimes. A bystander is someone other than the victim who is present when an act of dating violence, domestic violence, stalking or sexual assault is occurring or when a situation is occurring in which a reasonable person feels as though some protective action is required to prevent sexual assault, dating violence, domestic violence or stalking. Bystanders, if active, can prevent harm or intervene with safe and positive options before a situation gets worse.

On average there are over 293,000 victims (age 12 or older) of rape and sexual assault each year in the U.S. The majority of these crimes are committed by someone the victim knows. Given these circumstances, it’s important to recognize the role bystanders can play in preventing crimes like sexual assault.

What can I do to prevent sexual assault?

You may have heard the term “bystander intervention” to describe a situation where someone who isn’t directly involved steps in to change the outcome. Stepping in may give the person you’re concerned about a chance to get to a safe place or leave the situation. You don’t have to be a hero or even stand out from the crowd to make a big difference in someone’s life. Take steps to protect someone who may be at risk

in a way that fits your comfort level. <https://rainn.org/get-information/sexual-assault-recovery/protecting-your-friends>

Whether you're taking home a friend who has had too much to drink, explaining that a rape joke isn't funny, or getting security involved when someone is behaving aggressively, choosing to step in can affect the way those around you think about and respond to sexual violence. Examples of active bystander intervention include: not leaving an overly intoxicated person in a bar/party alone, walking a classmate to his/her car after class, calling police when a potentially violent situation is unfolding, not leaving an unconscious person alone (alerting an RA, EMS, campus police 252-398-1234, CUHawkAlert App, etc.), or intervening when someone is being belittled, degraded or emotionally abused (walking victim away from abuser, contacting others for help, Counseling, Residence Assistant, Student Affairs Professional).

Why don't people help more often?

It's not always easy to step in, even if you know it's the right thing to do. Some common reasons bystanders remain on the sidelines include:

- "I don't know what to do or what to say."
- "I don't want to cause a scene."
- "It's not my business."
- "I don't want my friend to be mad at me."
- "I'm sure someone else will step in."

It's okay to have these thoughts, but it's important to realize that your actions can have a big impact. In many situations, bystanders have the opportunity to prevent crimes like sexual assault from happening in the first place.

Your actions matter

Whether or not you were able to change the outcome of the situation, by stepping in you are helping change the way people think about their roles in preventing sexual violence. If you suspect that someone you know has been sexually assaulted, there are steps you can take to support that person.

- Learn more about steps you can take to prevent a sexual assault and show you C.A.R.E. <https://rainn.org/get-information/sexual-assault-recovery/protecting-your-friends>
- Identify ways to help someone you care about. <https://www.rainn.org/get-help/help-a-loved-one>
- Learn more about how to respond when someone discloses sexual assault or abuse. <https://rainn.org/get-information/sexual-assault-recovery/respond-to-a-survivor>
- Want to do more for sexual assault prevention on your campus? Rate your college's prevention program and make your voice heard. <http://preventionnavigator.rainn.org/review-a-program/>

To speak with someone who is trained to help, call the National Sexual Assault Hotline at 800.656.HOPE (4673) or chat online at online.rainn.org.

Institutions Response to Reported Crime

Upon receipt of a report, the Title IX Coordinator will confer with the Vice-President of Student Affairs or Director of Human Resources to determine whether the report falls within the scope of Title IX. If the report is considered a Title IX incident, the Title IX coordinator will (1) coordinate interim action to support the alleged victim, (2) determine appropriate investigatory measures, and (3) take other short-term actions as necessary.

Complainant's Rights During Disciplinary Proceeding

Complainants will be treated with respect before, during, and after the Title IX process. Complainants will be informed of the University's disciplinary process and possible outcomes. The University will provide updates as to the status of the investigation as appropriate.

The alleged conduct may also be criminal in nature, and complainants are encouraged to report such conduct to Chowan University Public Safety, Murfreesboro Police, or another appropriate law enforcement agency. The University process and the criminal process are two different processes and may proceed simultaneously but separately. Regardless of whether a complainant pursues a criminal complaint and/or the University's grievance process through this policy, the University may investigate the incident(s) in question and will take appropriate responsive action to ensure that the educational environment is free of discrimination, to prevent the recurrence of sexual misconduct, and, if appropriate, to remedy the effects of the alleged misconduct on the complainant.

Remedies available to a complainant may include, but are not limited to: reasonable academic accommodations, on-campus housing reassignment, a "no contact" order between the accused and the Complainant, and disciplinary action against the accused as determined through the disciplinary process outlined in this policy.

Complainants are strongly encouraged to seek counseling and support available through resources such as the University Counselor and/or Campus Ministry Staff as well as local, off-campus resources. Complainants may request changes to academic and living situations and will be notified as to what changes are reasonably available.

An advisor of the Complainant's choice may accompany the Complainant to any meeting with Title IX Coordinator, the case officer, or to a hearing. The advisor's role in any meeting or hearing is limited to quietly conferring with the Complainant through written correspondence or whisper, and the advisor may not address any other participant or the hearing panel.

Respondent's Rights during Disciplinary Proceeding

Respondents will be treated with respect before, during, and after the Title IX process. Respondents will be informed of the University's disciplinary process and possible outcomes. The University will provide updates as to the status of the investigation as appropriate.

Note that alleged behavior may also be criminal in nature, and a respondent may be subject to a criminal investigation by the appropriate law enforcement agency at the same time as an investigation by the University under this policy.

Respondents are strongly encouraged to seek counseling and support available through resources such as the University Counselor and/or Campus Ministry Staff as well as local, off-campus

resources. Respondents may request changes to academic and living situations and will be notified as to what changes are reasonably available.

An advisor of the Respondent's choice may accompany the Respondent to any meeting with the Title IX Coordinator, the case officer, or to a hearing. The advisor's role in any meeting or hearing is limited to quietly conferring with the Respondent through written correspondence or whisper, and the advisor may not address any other participant or the hearing panel.

Sexual Assault, Domestic Violence, Dating Violence and Stalking: Response Procedures to Follow

Victim/Complainant Steps to Follow

If you are the victim of sexual assault, domestic violence, dating violence or stalking, you should do the following:

1. Go to a safe place and tell someone that you trust
2. Contact the Department of Public Safety - 252- 398-1234 or 911
3. Get medical attention, even if there are no injuries. Go to a hospital emergency room. Do not bathe, shower, douche, or change clothes before going. Treatment for rape may include testing for sexually transmitted diseases, medication to prevent pregnancy and documenting evidence of the rape so you can decide later whether to prosecute.
 - a. Vidant Roanoke Chowan Hospital Emergency Department, Ahoskie, NC
 - b. Southampton Memorial Hospital Emergency Department, Franklin, NC
 - c. Halifax Regional Medical Center Emergency Department, Roanoke Rapids, NC
 - d. Sentara Obici Hospital, Suffolk, VA
4. Report the sexual assault, domestic violence, dating violence or stalking. It is your decision whether to report the police, but you are strongly encouraged to press charges. Campus authorities can charge a student with a violation of the student code of conduct even if you do not press charges.
5. Seek counseling. Whether or not you report the sexual assault, domestic violence, dating violence or stalking or prosecute, a trained counselor will be available for help in dealing with the emotional aftermath of the assault. Contact any of the following:
 - a. Director of Residence Life Penny Hall 102 (252) 398-6237
 - b. Vice President for Student Affairs Penny Hall 201 (252) 398-1227
 - c. Minister to the University, Hawks Nest (252)398-6282
 - d. University Counselor, Hawks Nest (252)398-6249
 - e. Title IX Coordinator, Marks Hall 212B (252)398-6437
 - f. Director of Human Resources, Thomas Hall (lower level) (252)398-3204

Evidence Preservation

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining orders of protection related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he/she nevertheless should consider speaking with Chowan University Police or other law enforcement agencies to preserve evidence in the event that the victim changes his/her mind at a later date.

Preserving Evidence for Sexual Assaults - Physical evidence is crucial in helping to prosecute assailants in cases of rape or sexual assault. Physical evidence must be collected in a timely manner by a certified

medical facility. Prior to a medical/legal exam, victims of rape or assault should not bathe, change clothes, douche, use the toilet (if possible), smoke or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that the evidence may be preserved. If victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted diseases.

Preserving Evidence for Victims of Violence - Victims of violence should not bathe or change clothes prior to documentation of physical evidence. Preserving evidence may be necessary to prove criminal domestic violence, dating violence, stalking, or in obtaining a protection order. If victims do not opt for forensic evidence collection, health care providers can still treat injuries.

Preserving Evidence for Victims of Stalking - Victims of stalking should save evidence such as any letters, notes, emails, phone calls, videos, photos, texts, social media postings (Facebook, Twitter, etc.), computer screenshots, voicemails, or any other form of evidence that would be helpful.

Whom to report a crime of Sexual Assault, Domestic Violence, Dating Violence or Stalking

Please do not delay your safety or compromise the safety of other community members. Please report any sexual conduct to Chowan University Public Safety at (252)398-1234 or by calling 911.

Reporting of a formal complaint of the Sexual Misconduct Policy can be made in person or orally to an appropriate official, but the University strongly encourages submission of grievances in writing, by email attachment as a MS Word or pdf document, in other written form to TitleIX@chowan.edu. You may also complete the online form by visiting <https://chowan.edu/title-ix-discrimination-complaint-form>.

In an emergency

Dial or Call 911

Campus Resources

Chowan University employees must report any information regarding violations of the Sexual Misconduct Policy to the Title IX Coordinator.

Alan Scott
Marks Hall 212B
252-398-6437 | scotta1@chowan.edu or titleix@chowan.edu

Two Chowan employees, listed below, may act as confidential resources and will not make a report to the Title IX Coordinator unless specifically requested to do so by the complainant or as required by law:

Mari Wiles, Minister to the University
Hawks Nest
252-398-66268 | wilesm@chowan.edu

Yolanda Majette, University Counselor
Hawks Nest
252-398-6249 | majety@chowan.edu

Title IX Information

The following are other campus resources who are required to report any information regarding violations of the Sexual Misconduct Policy to the Title IX Coordinator.

Public Safety
401 Union Street
252-398-1234 | publicsafety@chowan.edu

Joy Taylor, Campus Nurse
Penny Hall 111
252-398-6248 | tayloj2@chowan.edu

Local Resources

Vidant Roanoke Chowan Hospital
500 South Academy Street
Ahoskie, NC 27910
252-209-3000

Roanoke-Chowan Service for Abused Families with Emergencies (S.A.F.E.)
P.O. Box 98
Ahoskie, NC 27910
252-332-1933 | www.roanokechowansafe.com

Murfreesboro Police Department
115 East Broad Street
Murfreesboro, NC 27855
252-398-4151 | <http://bit.ly/2aGw5qv>

Murfreesboro Primary Care
3015 Beachwood Boulevard
Murfreesboro, NC 27855
252-398-3323 | <http://www.rcchc.org/murfreesboro-primary-care.html>

Legal Aid of NC
1610 E. Church St.
Ahoskie, NC
866-219-5262

The following Not-for-Profit agencies provide a range of resources for people in need:

Albemarle Hopeline
P.O. Box 2064
Elizabeth City, NC 27906
252-338-3011 | www.ablemarlehopeline.org

The Genieve Shelter
157 North Main Street
Suffolk, VA 23434
1-800-969-HOPE (hotline) | www.thegenieveshelter.org 14

HER Shelter
P.O. Box 2187
Portsmouth, VA 23702
757-485-3384 (hotline) | www.hershelter.com

LGBT Center of Hampton Roads
247 West 25th Street
Norfolk, VA 23517
757-200-9198 | www.accessaids.org

State and National

North Carolina Coalition Against Domestic Violence
3710 University Drive, Suite 140
Durham, NC 27707
919-956-9124 | www.nccadv.org

North Carolina Coalition Against Sexual Assault
811 Spring Forest Road, Suite 900
Raleigh, NC 27609
919-871-1015 | www.nccasa.org

National Domestic Violence Hotline
1-800-799-7233 | www.thehotline.org

Rape, Abuse, and Incest National Network
1-800-656-HOPE | www.rainn.org

1 in 6: Support for Men
www.1in6.org

Love Is Respect: Empowering Young People in Abusive Relationships
1-866-331-9474 | www.loveisrespect.org

Options to Notify Law Enforcement

Sexual assault, Domestic Violence, Dating Violence and Stalking victims are entitled to certain rights which shall be recognized and provided by Chowan University. Among these are:

- The right to notify proper law enforcement authorities and the option to be assisted by the University personnel in notifying such authorities.
- The right to have an incident of sexual assault, domestic violence, dating violence and stalking investigated and adjudicated by the campus conduct system; and the right to full and prompt cooperation and assistance in the campus disciplinary process.
- The right to decline the notification of law enforcement authorities.

In order to file a police report, a victim must contact the local jurisdiction and follow the agencies reporting guidelines.

Local Law Enforcement Authorities

Chowan University Public Safety

Union Street
Murfreesboro, NC 27855
252-398-1234

Murfreesboro Police Department

115 East Broad Street
Murfreesboro, NC 27855
252-398-4151

Hertford County Sheriff's Office

701 Taylor St
Winton, NC 27986
252-398-7800

Orders of Protections

Regardless of whether a complainant pursues a criminal complaint and/or the University's grievance process through this policy, the University may investigate the incident(s) in question and will take appropriate responsive action to ensure that the educational environment is free of discrimination and to prevent the recurrence of a hostile environment—and, if appropriate, remedy the effects of the alleged harassment on the complainant. Remedies available to a complainant may include, but are not limited to: reasonable academic accommodations, on-campus housing reassignment, a "no contact" order between the accused and the complainant, and disciplinary action against the accused as determined through the disciplinary process outlined in this policy.

Chowan University No Contact Policy

1. Definition

- a. No Contact Orders are directives issued by college administrators or designee or University Police prohibiting communication between or among designated students when there exists a reasonable concern that physical or psychological harm may result from such contact. No Contact Order prohibits all forms of communication between designated students, direct or indirect, written, electronic or through a third party.

2. Issuance

- a. No Contact Order shall be issued to maintain the peace and safety of the college community and parties involved in an incident. Such situations include, but are not limited to: harassment, threats, bullying, physical assault, stalking, domestic violence, dating violence, sexual assault, retaliation or intimidation or other behaviors as indicated in the Student Code of Conduct or federal, state or local laws.
- b. No Contact Order shall be issued for incidents that occur off campus, in non-residential areas of campus and in residence halls.
- c. No Contact Order shall be issued to all parties involved in an incident. This includes the victim, respondent, and any other students involved.

- d. If a No Contact Order is part of the terms of an interim suspension, the interim suspended student shall be notified of the No Contact Order, as well as in the interim suspension notice, that the two are enforced concurrently.
 - e. Violations of No Contact Order are subject to discipline, which may result in your immediate removal from campus and likely could include suspension or expulsion.
3. **Process**
 - a. Chowan University receives information that a violation(s) of the University policies has taken place.
 - b. The University takes immediate action to place all parties on notice that these violations and activities are violation of University's policies.
 - c. Student(s) are issued a No Contact Order.
 - d. Explanation of the No Contact Order.
 - e. The University takes immediate steps to investigate those violations further requiring both parties to have no contact with each other.
 - f. Hearing notice issued to all students involved.
 - g. Disciplinary Hearing with Hearing Officer
 - h. Determination of the outcome of violations
4. Each No Contact Order will remain in effect until the graduation or withdrawal of at least one of the parties, unless the No Contact Order expressly provides otherwise or is modified or rescinded by the University. A student seeking the modification or rescission of a No Contact Order shall so request the administrator who issued the No Contact Order. The issuing administrator shall consult with both parties before determining whether or not to modify or rescind the No Contact Order.

Legal Options for Protective Orders (Non-Police)

Hertford County Clerk of Court 252-358-7100

Normal Business Hours 9:00am-5:00pm

- Domestic Violence Protection Order (DVPO)
- No Contact Order

Hertford County Magistrate 252-358-7829

After Normal Business Hours

- Domestic Violence Protection Order
- No Contact Order

Legal Options for Protective Order (Police)

This will likely mean a 48 hour hold for the alleged suspect in a detention center.

Chowan University Public Safety

Union Street
Murfreesboro, NC 27855
252-398-1234

Murfreesboro Police Department

115 East Broad Street
Murfreesboro, NC 27855
252-398-4151

Hertford County Sheriff's Office

701 Taylor St
Winton, NC 27986
252-398-7800

Confidentiality

The University makes every effort to protect the privacy and confidentiality of people who report or are named in a report of sexual misconduct. Information reported will be shared only on a need-to-know basis and in accordance with applicable policies and procedures. Which policies and procedures are applicable depends on whether the people involved are students or employees; students' rights are protected by federal law and the Student Privacy and Records Policy and the applicable procedures is the Sexual Misconduct Procedure, while employees' rights are governed by state regulations and University policy.

Limited disclosure of confidential information is often necessary in order to respond to a report of sexual misconduct. This disclosure is most typically internal to the University. For example, Title IX Staff may confirm the fact that the accommodation or protective measure is justified with other institutional employees who have a need to know, e.g. Residence Life staff member, faculty member, advisor—without disclosing any details of the report or investigation. Only the Title IX Coordinator (in consultation with other University staff, the coordinator deems appropriate) will determine whether to take an interim measure that would reveal confidential information and determine whether to otherwise disclose confidential information. If an interim measure would require some disclosure of confidential information to someone other than a school official, this is typically made in consultation with, and with the consent of the reporting party; if safety concerns do not allow such consent, the reporting party is promptly notified.

Mandated public disclosures of sexual assault, dating or domestic violence, or stalking offenses are made without including personally identifiable information. This means, for example, that the University's Daily Crime Log does not include names. The Chowan University Department of Public Safety staff responsible for these disclosures are trained in appropriate protocols and the need to protect privacy.

Victim/Complainant Written Notifications

Chowan University provides written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available to victims, both within the institution and the community. The document called Sexual Misconduct: Reporting Party Rights and Options is available through the Title IX website or provided upon notification to CSA's or the Title IX coordinator.

Chowan University has adopted a sexual misconduct policy which includes; sexual assault, domestic violence, dating violence and stalking. The unified policy applies equally to students, faculty and staff. Chowan University will provide written notification to victims, whether an investigation is pursued or not, about available options and assistance in the following, including how to request changes and who to contact at the institution about such changes. The document called Sexual Misconduct: Reporting Party Rights and Options is available through the Title IX website or provided upon notification to a CSA or the Title IX coordinator.

- No contact orders, which will ban further contact from the respondent. For more information about Chowan no contact orders, please review the No Contact Order section in the Student Handbook. Title IX Coordinator, (252)398-6437 /Residence Life (252)398-6237
- If you wish to obtain a civilly processed Domestic Violence Protection Order or No Contact Order, please contact Chowan University Public Safety, (252)398-1234.
- Reasonable academic accommodations, Title IX Coordinator, (252)398-6437
- Financial aid assistance for an underload, work study assignment, etc. Note that this is subject to limitations imposed by federal law and the terms of the relevant financial aid, Title IX Coordinator, (252)398-6437.
- Changing residential locations. Please note that you will not be required to change residences, but it is an option available to you, Title IX Coordinator, (252)398-6437 /Residence Life (252)398-6237
- Employee job adjustments, Title IX Coordinator in conjunction with Director of Human Resources. Title IX Coordinator, (252)398-6237

Disciplinary Procedures

Investigation and Initial Action

Upon receipt of a report, the Title IX Coordinator will confer with the Vice-President of Student Affairs to determine whether the report falls within the scope of Title IX. If the report is considered a Title IX incident, the Title IX coordinator will

- coordinate interim action to support the alleged victim,
- determine appropriate investigatory measures, and
- take other short-term actions as necessary.

See the Student Conduct Process for Sexual Misconduct Allegations chart.

Administrative Resolution

In some cases, the Title IX Coordinator will propose an administrative resolution to resolve the matter. If both Complainant and Respondent accept the proposed resolution, the matter is closed. In the event that either party rejects the administrative resolution or the Title IX Coordinator decides the case is not appropriate for administrative resolution, the Title IX Coordinator will refer the matter to a hearing board to determine whether Respondent is in violation of Chowan University policy.

Hearing Procedures

Through the process of a hearing, a panel of faculty and staff determines – by a preponderance of the evidence – whether it is more likely than not that Respondent violated University policy. The following procedures apply to a complaint that proceeds to a hearing panel. Hearing panels typically consist of three to five members, one of whom is designated to serve as chairperson. The hearing chair has general authority over the conduct of the hearing.

- Notice: Both Complainant and Respondent will be notified at least 72 hours in advance of the date and time of the hearing and the name(s) of the hearing panelists.
- Recusal: A complainant or respondent may challenge the participation of a hearing panelist who he/she perceives to have a conflict of interest. Such challenges, including their rationale, must be made to the hearing panel chairperson at least 48 hours prior to the commencement of the hearing. In his/her discretion, the hearing panel chairperson will determine whether the challenged panelist should be replaced.

- **Hearing Packet:** In advance of the hearing, the Title IX Coordinator will prepare a hearing packet with information relevant to the case for the hearing panelists. The hearing packet will typically include the investigator's report. The Title IX Coordinator will make the hearing packet available to both Complainant and Respondent at least 72 hours in advance of the hearing. If the hearing packet contains particularly sensitive information, Complainant and Respondent may be asked to review the information at the Title IX office rather than receiving a copy.
- **Additional Information.** If Complainant or Respondent wishes to share additional relevant written information with the hearing panel, it must be submitted to the Title IX Coordinator at least 36 hours in advance of the hearing. The Title IX Coordinator will share the additional material with the other party at least 8 hours before the hearing.
- **Witnesses:** Complainants and Respondents may offer relevant material witnesses to provide testimony. Complainants/Respondents must provide (in writing) the names of any witnesses they wish to testify and a description of each witness's relevant information to the Chair of the Hearing Panel [SLF2] at least 48 hours in advance of the hearing. Names of witnesses submitted to the Title IX Coordinator by the Complainant or Respondent will be shared with the other party in advance of the hearing. Note that the Chair of the Hearing Panel [SLF3] may exclude witnesses or witness testimony deemed irrelevant or duplicative. Participants are reminded that any information shared during a hearing is confidential.
- **Hearing Format:** The general format of a hearing is as follows: introductions; Respondent's statement regarding whether he/she accepts or denies responsibility; statement of Complainant; questions; statement of Respondent; questions; witnesses; closing comments from the Complainant; and closing comments from the Respondent. A complainant or respondent may not question one another or other witnesses directly, but may submit questions to the hearing panel, which will determine whether to ask them.
- **Notice of Findings:** Written notification of the hearing panel's decision will be provided to Respondent and Complainant at approximately the same time no later than five business days after the hearing.

Victim/Complainant Written Notification

Chowan University has adopted a sexual misconduct policy which includes; sexual assault, domestic violence, dating violence and stalking. The unified policy applies equally to students, faculty and staff. When a student or employee reports to the institution that the student or employee has been a victim of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, the institution will provide the student or employee a written explanation of the student's or employee's rights and options. The document called Sexual Misconduct: Reporting Party Rights and Options is available through the Title IX website or provided upon notification to a CSA or the Title IX coordinator.

Sexual Assault, Domestic Violence, Dating Violence, and Stalking: Disciplinary Procedures

Chowan University has adopted a sexual misconduct policy which includes; sexual assault, domestic violence, dating violence and stalking. The unified policy applies equally to students, faculty and staff and stipulates Chowan does not condone sexual violence and/or harassment in any form. The following disciplinary procedures is for faculty, staff and students.

Investigation and Initial Action

Upon receipt of a report, the Title IX Coordinator will confer with the Vice-President of Student Affairs (students) and/or Human Resources (faculty/staff) to determine whether the report falls within the scope of Title IX. If the report is considered a Title IX incident, the Title IX coordinator will (1) coordinate interim action to support the alleged victim, (2) determine appropriate investigatory measures, and (3) take other short-term actions as necessary. See the Student Conduct Process for Sexual Misconduct Allegations chart.

Administrative Resolution

In some cases, the Title IX Coordinator will propose an administrative resolution to resolve the matter. If both Complainant and Respondent accept the proposed resolution, the matter is closed. In the event that either party rejects the administrative resolution or the Title IX Coordinator decides the case is not appropriate for administrative resolution, the Title IX Coordinator will refer the matter to a hearing board to determine whether Respondent is in violation of Chowan University policy.

Hearing Procedures

Through the process of a hearing, a panel of faculty and staff determines – by a preponderance of the evidence – whether it is more likely than not that Respondent violated University policy. The following procedures apply to a complaint that proceeds to a hearing panel. Hearing panels typically consist of three to five members, one of whom is designated to serve as chairperson. The hearing chair has general authority over the conduct of the hearing.

- **Notice:** Both Complainant and Respondent will be notified at least 72 hours in advance of the date and time of the hearing and the name(s) of the hearing panelists.
- **Recusal:** A complainant or respondent may challenge the participation of a hearing panelist who he/she perceives to have a conflict of interest. Such challenges, including their rationale, must be made to the hearing panel chairperson at least 48 hours prior to the commencement of the hearing. In his/her discretion, the hearing panel chairperson will determine whether the challenged panelist should be replaced.
- **Hearing Packet:** In advance of the hearing, the Title IX Coordinator will prepare a hearing packet with information relevant to the case for the hearing panelists. The hearing packet will typically include the investigator's report. The Title IX Coordinator will make the hearing packet available to both Complainant and Respondent at least 72 hours in advance of the hearing. If the hearing packet contains particularly sensitive information, Complainant and Respondent may be asked to review the information at the Title IX office rather than receiving a copy.
- **Additional Information:** If Complainant or Respondent wishes to share additional relevant written information with the hearing panel, it must be submitted to the Title IX Coordinator at least 36 hours in advance of the hearing. The Title IX Coordinator will share the additional material with the other party at least 8 hours before the hearing.

- **Witnesses:** Complainants and Respondents may offer relevant material witnesses to provide testimony. Complainants/Respondents must provide (in writing) the names of any witnesses they wish to testify and a description of each witness's relevant information to the Chair of the Hearing Panel at least 48 hours in advance of the hearing. Names of witnesses submitted to the Title IX Coordinator by the Complainant or Respondent will be shared with the other party in advance of the hearing. Note that the Chair of the Hearing Panel may exclude witnesses or witness testimony deemed irrelevant or duplicative. Participants are reminded that any information shared during a hearing is confidential.
- **Hearing Format:** The general format of a hearing is as follows: introductions; Respondent's statement regarding whether he/she accepts or denies responsibility; statement of Complainant; questions; statement of Respondent; questions; witnesses; closing comments from the Complainant; and closing comments from the Respondent. A complainant or respondent may not question one another or other witnesses directly, but may submit questions to the hearing panel, which will determine whether to ask them.
- **Notice of Findings:** Written notification of the hearing panel's decision will be provided to Respondent and Complainant at approximately the same time no later than five business days after the hearing.

Steps, Timelines, and Decision Process

Chowan University has adopted a sexual misconduct policy which includes; sexual assault, domestic violence, dating violence and stalking. The unified policy applies equally to students, faculty and staff and stipulates Chowan does not condone sexual violence and/or harassment in any form. The policy is as follows.

Time Frames

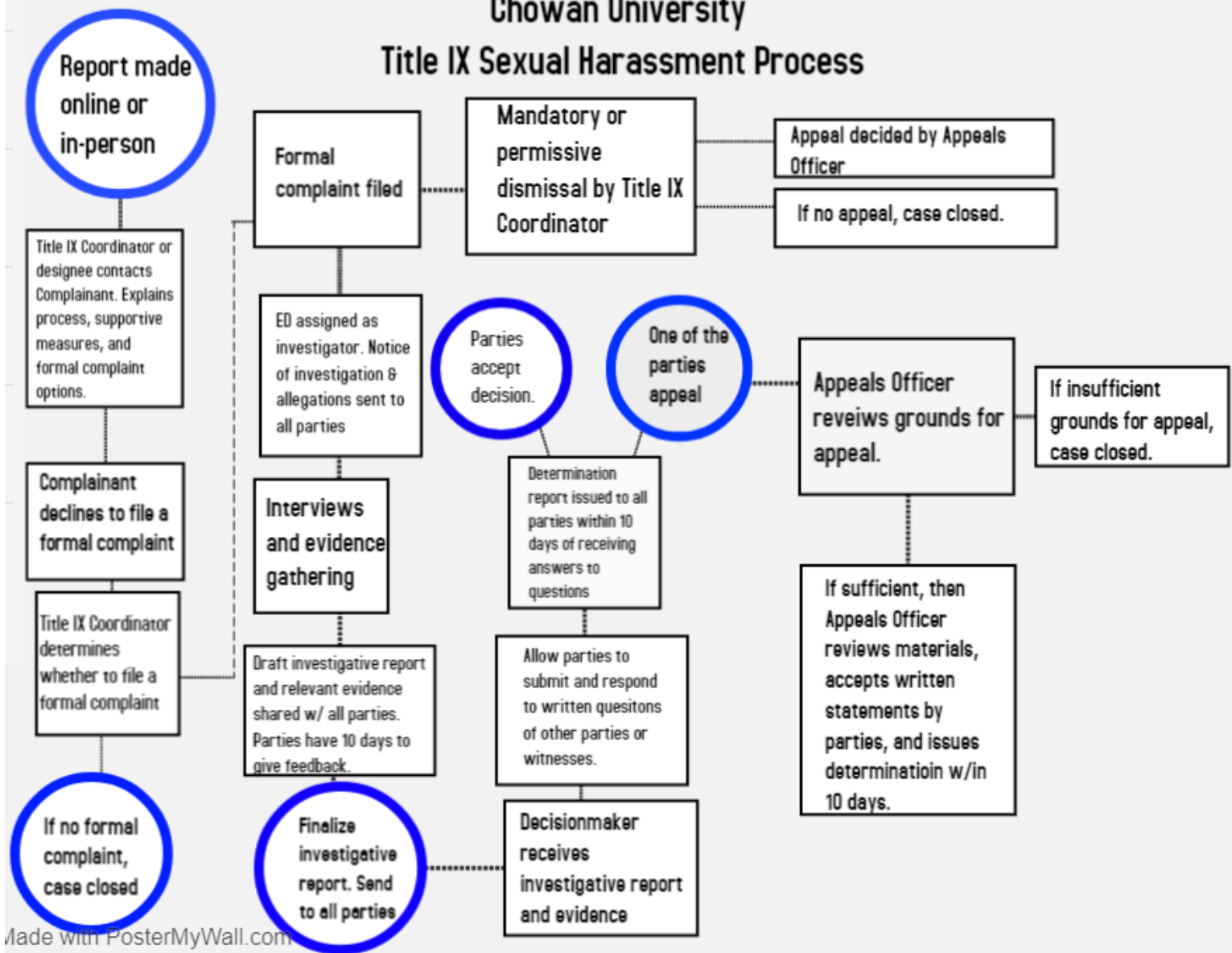
The University's overall goal is to resolve complaints under this policy within 60 calendar days from receipt of a report. An investigation typically takes 10 to 30 days to complete. Generally within 14 days after completion of an investigation (during which time the Office of the Title IX Coordinator may be seeking clarifying information and/or meeting with a complainant, respondent, case officer, or others), a hearing, if applicable, is scheduled.

Circumstances may require extensions of this overall 60-day time frame or any individual time frame discussed in this policy. The University reserves the right to extend these time frames in its sole discretion. Examples of reasons why time frames may need to be extended include the complexity of the case, delays due to fall/spring/summer/holiday breaks, inclement weather, and other extenuating circumstances. Exceptions to these time frames will be communicated to the complainant and respondent.

Steps and Disciplinary Proceeding

Upon receipt of a report the Title IX Coordinator will confer with the Vice-President of Student Affairs and/or the Director of Human Resources and they will decide if the report should be considered a Title IX violation or a Student Conduct violation. If the report is considered a Title IX violation the Title IX coordinator will assign investigators to direct the investigation and confer with the Title IX Coordinator on interim action, accommodations for the alleged victim, or other necessary remedial short-term actions. See Student Conduct Process for Sexual Misconduct Allegations below:

Chowan University Title IX Sexual Harassment Process



Proceedings

Chowan's procedures for disciplinary action, in cases of sexual assault, domestic violence, dating violence and stalking, are a unified procedure that is set forth in the University Title IX (Sexual Misconduct) Policy. The proceedings include an investigative process followed by either a judicial or administrative process.

Members of the university community, that have questions about the procedure, are encouraged to contact the Title IX Coordinator.

Standard of Evidence

Chowan University has adopted a sexual misconduct policy which includes; sexual assault, domestic violence, dating violence and stalking. The unified policy applies equally to students, faculty and staff and stipulates Chowan does not condone sexual violence and/or harassment in any form.

The standard of evidence is applied to faculty, staff and students.

The standard of evidence used by Chowan University during any institutional disciplinary proceedings, arising from an allegations, is based on the preponderance of the evidence, meaning more likely than not (51%).

Sanctions

Chowan University has adopted a sexual misconduct policy which includes; sexual assault, domestic violence, dating violence and stalking. The unified policy applies equally to students, faculty and staff and stipulates Chowan does not condone sexual violence and/or harassment in any form.

Students

Sanctions for a finding of responsibility include, but are not limited to, expulsion, suspension, disciplinary probation, mandatory counseling, and/or other educational sanctions. The hearing officer(s) has complete discretion regarding sanctioning. In determining the appropriate sanction(s) for a violation of this policy, the hearing officer(s) will first consider whether expulsion (permanent removal) from the University is appropriate. Factors pertinent to the determination of what sanction applies to the finding include, but are not limited to, the nature of the conduct at issue, prior disciplinary history of the respondent, respondent's willingness to accept responsibility for his/her actions, previous University response to similar conduct, and University interests.

Faculty/Staff

Sanctions for a finding of responsibility will result in appropriate disciplinary actions up to and including termination of employment based on the severity of the offense as well as the options for possible rehabilitation. The hearing officer(s) has complete discretion regarding sanctioning. In determining the appropriate sanction(s) for a violation of this policy, the hearing officer(s) will first consider whether termination (permanent removal) from the University is appropriate. Factors pertinent to the determination of what sanction applies to the finding include, but are not limited to, the nature of the conduct at issue, prior disciplinary history of the respondent, respondent's willingness to accept responsibility for his/her actions, previous University response to similar conduct, and University interests.

Victim/Complainant Remedies and Protective Measures

Chowan University has adopted a sexual misconduct policy which includes; sexual assault, domestic violence, dating violence and stalking. The unified policy applies equally to students, faculty and staff and stipulates Chowan does not condone sexual violence and/or harassment in any form.

Student

Remedies available to a complainant may include, but are not limited to: reasonable academic accommodations, on-campus housing reassignment, a “no contact” order between the accused and the complainant, and disciplinary action against the accused as determined through the disciplinary process outlined in this policy. Note that mediation is not an appropriate remedy for any allegation of sexual misconduct.

Faculty/Staff

Remedies available to a complainant may include, but are not limited to: a “no contact” order between the alleged respondent and the complainant, workplace adjustment with Human Resources, disciplinary action against the accused as determined through the disciplinary process outlined in this policy. Note that mediation is not an appropriate remedy for any allegation of sexual misconduct.

Prompt, Fair and Impartial Process

Chowan’s policies prohibiting sexual violence and sexual harassment (Sexual Misconduct) are not only legal responsibilities with practical applicability, they stem from the University’s historical and continuing commitment to Christian and moral values. Chowan University takes seriously every allegation or report of sexual misconduct it receives. The University’s response is intended to assure that all parties involved are treated fairly, that victims receive appropriate support, and that allegations of sexual misconduct are handled in a prompt, thorough and equitable manner.

Both the complainant and the respondent will be treated fairly and with respect throughout the process. Respondents are entitled to a presumption of innocence throughout the disciplinary process unless and until they are found responsible for a violation of this policy.

Investigator/Hearing Officer Training

Title IX investigators receive annual training, on issues related to sexual assault, domestic violence, dating violence and stalking offenses as well as training on how to conduct an investigation that protects the safety of victims and promotes accountability, interview the parties and witnesses and collect and analyze evidence such as emails and other records and submit an investigation report to the Title IX Coordinator.

Advisors

An advisor of a student, faculty or staff’s choice may accompany the complainant and/or the respondent to any meeting with the Title IX Coordinator, the investigators, or to a hearing. The advisor’s role in any meeting or hearing is limited to quietly conferring with the complainant through written correspondence or whisper, and the advisor may not address any other participant or the hearing panel.

Notification of Proceedings

The complainant and respondent will receive verbal notification of the decision of a hearing officer(s) no sooner than two business days and no later than five business days after the hearing. Notification will be individually given to the respondent and complainant at approximately the same time. A written hearing report outlining the decision and rationale of the hearing officer(s) will be later delivered to the respondent and the complainant.

Appeals and Final Notifications

Either a respondent who is found responsible for a violation of this policy, or a complainant who believes the finding is not sufficient may appeal such finding based on the following grounds:

- New information (available after a hearing) of a nature such that the finding or sanction may have been different;
- Procedural errors within the hearing process which may have substantially affected the fairness of the hearing;
- And/or the finding was inconsistent with the weight of the information. A complainant may also appeal the outcome on one or more of the above stated grounds.

Appeals must be filed in writing within 72 hours of notification of the finding (unless greater time is given within the finding). Appeals are to be filed to the Title IX Coordinator.

The composition of the Title IX Appellate Board for cases arising under this policy includes members of the University community appointed by the Vice President for Student Affairs in consultation with the Title IX Coordinator. A three-person panel of the Title IX Appellate Board, typically including, when possible, at least one faculty and one staff member, will review the appeal, the hearing report, any information included in the hearing, and any additional information it deems relevant. A complainant or respondent may request to meet with the panel of the Title IX Appellate Board to amplify his/her ground(s) of appeal.

The Title IX Appellate Board may consult in confidence with other members of the University community (or persons brought forth by the complainant or respondent as part of the appeal) in order to substantiate the grounds for appeal or to seek clarification of issues raised in the appeal. If the grounds for appeal are found to be substantiated, the appellate panel may determine a final resolution to the case, or refer the case back to the Title IX Coordinator for further review and/or a new hearing. Written notification of the final decision will be sent to the complainant and respondent. The decision of the appellate committee is final and there are no further appeals available.

Sexual assault, domestic violence, dating violence, and stalking: Rights and Options

Chowan University provides written explanation of a student or employee's rights and options when a student or employees has been a victim of dating violence, domestic violence, sexual assault or stalking. The document also includes options for assistance on and off campus resources. The document called Sexual Misconduct: Reporting Party Rights and Options is available through the Title IX website or provided upon notification to a CSA or the Title IX coordinator.

The document has be inserted below for your convenience.

Sexual Misconduct: Reporting Party Rights and Options

Introduction

Chowan University is committed to providing support and services to you, as a reporting party (someone who has experienced or reported an incident of sexual misconduct policy which includes; sexual assault, domestic violence, dating violence and stalking. Chowan University's sexual misconduct policy is a unified policy applies equally to students, faculty and staff and stipulates Chowan does not condone sexual violence and/or harassment in any form.

We understand that you may be unsure about what you want to do right now. You may not want to do anything. You may just want to talk to someone. You may just want some support, or need accommodations. You may want to pursue an investigation. You have options. We are here to help you with those options. This document informs you of your options, steps Chowan University can take to support you, services available to you, and your rights during an investigation, should you decide you want to pursue one.

Although this document is about the university's internal administrative process, if you want to pursue criminal charges, we can help. You have the right to pursue both criminal and administrative charges; you do not need to choose one or the other. You can find more information about reporting options at: <https://chowan.edu/campus-life/public-safety/title-ix>.

Preservation of Evidence

If you have experienced sexual assault, there are specific procedures you can follow to preserve evidence including completing a Rape Kit at Vidant Roanoke-Chowan Hospital in Ahoskie.

Preserving Evidence for Sexual Assaults - Physical evidence is crucial in helping to prosecute assailants in cases of rape or sexual assault. Physical evidence must be collected in a timely manner by a certified medical facility. Prior to a medical/legal exam, victims of rape or assault should not bathe, change clothes, douche, use the toilet (if possible), smoke or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that the evidence may be preserved. If victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted diseases.

Preserving Evidence for Victims of Violence - Victims of violence should not bathe or change clothes prior to documentation of physical evidence. Preserving evidence may be necessary to prove criminal domestic

violence, dating violence, stalking, or in obtaining a protection order. If victims do not opt for forensic evidence collection, health care providers can still treat injuries.

Preserving Evidence for Victims of Stalking - Victims of stalking should save evidence such as any letters, notes, emails, phone calls, videos, photos, texts, social media postings (Facebook, Twitter, etc.), computer screenshots, voicemails, or any other form of evidence that would be helpful.

If you would like to have a Rape Kit completed, Chowan University Public Safety can accompany you; however, you may go to a local hospital on your own and received the same services. You do not need to file charges against someone in order to complete a rape kit. You can remain anonymous. If you are concerned about paying for the exam or your parents receiving an insurance bill, don't worry. There is no cost associated with obtaining a rape kit, and you do not need to provide any insurance information. Regardless of the type of misconduct you have experienced, please retain any electronic records, including texts, emails, photos, and social media postings in case you decide that you want to pursue an administrative and/or criminal investigation. Electronic records can also be helpful for purposes of obtaining an order of protection through the courts.

Reporting

How to Report

Please do not delay your safety or compromise the safety of other community members. Please report any sexual conduct to Chowan University Public Safety at (252)398-1234 or by calling 911.

Reporting of a formal complaint of the Sexual Misconduct Policy can also be made in person or orally to an appropriate official, but the University strongly encourages submission of grievances in writing, by email attachment as a MS Word or pdf document, in other written form to TitleIX@chowan.edu. You may also complete the online form by submitting a [Title IX Complaint Form](#)

Off Campus

Call or Dial 911

On Campus

- Chowan University Employees
University employees **must** report any information regarding violations of the Sexual Misconduct Policy to the Title IX Coordinator.
- Mr. Alan Scott
Marks Hall, 212B
252-398-6437 | titleix@chowan.edu
- Two Chowan employees, listed below, may act as confidential resources and will not make a report to the Title IX Coordinator unless specifically requested to do so by the complainant or as required by law:
 - Mari Wiles, Minister to the University
Hawks Nest
252-398-6268 | wilesm@chowan.edu
 - Yolanda Majette, University Counselor
Hawks Nest
252.398.6249 | majety@chowan.edu
- Title IX Information
The following are other campus resources who are required to report any information regarding violations of the Sexual Misconduct Policy to the Title IX Coordinator.
 - Public Safety

401 Union Street
252-398-1234 | publicsafety@chowan.edu
○ Joy Taylor, Campus Nurse
Penny Hall, 111
252-398-6248 | <mailto:taylorj2@chowan.edu>

Confidentiality

The University makes every effort to protect the privacy and confidentiality of people who report or are named in a report of sexual misconduct. Information reported will be shared only on a need-to-know basis and in accordance with applicable policies and procedures. Which policies and procedures are applicable depends on whether the people involved are students or employees; students' rights are protected by federal law and the Student Privacy and Records Policy and the applicable procedures is the Sexual Misconduct Procedure, while employees' rights are governed by state and University policy.

Mandated public disclosures of sexual assault, dating or domestic violence, or stalking offenses are made without including personally identifiable information. This means, for example, that the University's Daily Crime Log does not include names. The Chowan University Department of Public Safety staff responsible for these disclosures are trained in appropriate protocols and the need to protect privacy.

Rights to Notify Law Enforcement

Sexual assault, Domestic Violence, Dating Violence and Stalking victims are entitled to certain rights which shall be recognized and provided by all Chowan University. Among these are:

- The right to notify proper law enforcement authorities and the option to be assisted by the University personnel in notifying such authorities.
- The right to have an incident of sexual assault, domestic violence, dating violence and stalking investigated and adjudicated by the campus conduct system; and the right to full and prompt cooperation and assistance in the campus disciplinary process.
- The right to decline the notification of law enforcement authorities.

Chowan University Public Safety
401 Union Street
Murfreesboro, NC 27855
252-398-1234 or 911

Murfreesboro Police Department
115 East Broad Street
Murfreesboro, NC 27855
(252)398-4151 or 911

Interim Steps & Services for Victims

Chowan University wants to ensure your continued equal access to educational programs and activities and to protect your safety and well-being. You do not have to pursue an investigation to receive resources and support. Upon making a report to us, you are immediately protected from retaliation by the respondent (the person who is reported as committing the misconduct) and others affiliated with him or her. This right extends to anyone affiliated with you, such as family members and any potential witnesses, should you decide you want to pursue an investigation. Interim measures are designed to prevent retaliation, prevent the continuation or recurrence of misconduct and prevent the creation of (or remedy) a hostile environment. Most of these measures (listed below) may be taken even if you do not wish to initiate an investigation. We will maintain as confidential any accommodations or interim measures provided to you, to the extent feasible. Interim measures that would require disclosure of your identity to the respondent, such as a no contact order, for example, barring exceptional circumstances, would not

be implemented without your consent or request. Possible interim measures available to you include but are not limited to:

- No contact orders, which will ban further contact from the respondent. For more information about Chowan no contact orders, please review the No Contact Order section in the Student Handbook. Title IX Coordinator, (252)398-6437 /Residence Life (252)398-6237
- If you wish to obtain a civilly processed Domestic Violence Protection Order or No Contact Order, please contact Chowan University Public Safety, (252)398-1234.
- Reasonable academic accommodations, Title IX Coordinator, (252)398-6437
- Financial aid assistance for an underload, work study assignment, etc. Note that this is subject to limitations imposed by federal law and the terms of the relevant financial aid, Title IX Coordinator, (252)398-6437.
- Changing residential locations. Please note that you will not be required to change residences, but it is an option available to you. Title IX Coordinator, (252)398-6437/Residence Life (252)398-6237
- Employee job adjustments, Title IX Coordinator in conjunction with Director of Human Resources. Title IX Coordinator, (252)398-6237

Free Support Services Available to You

(You do not have to pursue an investigation to access these support services)

Chowan University

- Medical services from the Wellness Center located in Penny Hall, 111.
- Counseling and Mental Health Services, University Counselor, (252)398-6249
- Academic Accommodations, Title IX Office, (252)398-6437
- Visa and immigration assistance for international students available through the Registrar's Office, (252)398-6232
- Victim Advocacy, Campus Ministry Office, (252)398-6268
- Legal Assistance- Chowan refers student to Legal Aid services in Ahoskie.

Outside Chowan University, Local Resources

- Integrated Family Services
228 W Main St, Ahoskie, NC 27910
(252) 209-0388
- Vidant Roanoke Chowan Hospital
500 South Academy Street
Ahoskie, NC 27910
252-209-3000
- Roanoke-Chowan Service for Abused Families with Emergencies (S.A.F.E.)
P.O. Box 98
Ahoskie, NC 27910
252-332-1933 | www.roanokechowansafe.com
- Murfreesboro Police Department
115 East Broad Street
Murfreesboro, NC 27855
252-398-4151 | <http://bit.ly/2aGw5qv>
- Murfreesboro Primary Care
3015 Beachwood Boulevard
Murfreesboro, NC 27855

252-398-3323 | <http://www.rcchc.org/murfreesboro-primary-care.html>

- Legal Aid of NC
1610 E. Church St.
Ahoskie, NC
866-219-5262

Disclosure of Results of Disciplinary Proceedings

Upon Request, Chowan University will disclose the results of any disciplinary proceeding conducted by Chowan University against a student who is the alleged perpetrator of any crime of violence or a non-forcible sex offense (incest or statutory rape) to the alleged victim or next of kin if the victim is deceased.



CHOWAN
UNIVERSITY

How to File A Disciplinary Complaint/Grievance

Grievance Procedures for Students

Situations may arise in which a student believes that he or she has not received fair treatment by a representative of the University or has a complaint about the performance, actions, or inactions of the staff or faculty affecting a student. These grievance procedures shall be available to any student. Before filing a grievance with respect to equal opportunity, equal pay, opportunity for promotion, or discrimination of any sort, a student is encouraged to speak first with his/her employer, or the administrator or member of the faculty involved. If the grievance is not resolved at the level, the student is encouraged to bring the matter to the attention of the next administrative level; e.g., chairperson, dean, or administrative department head. Failing to receive satisfaction, the grievant may use the applicable procedure(s) described below:

Any student who has a grievance involving the impermissible use of the factor of race, creed, national origin, sex, age, handicap, or other irrelevant factors may present a written complaint within 90 days of the date of the grievance to either the Vice President for Academic Affairs, Vice President for Student Affairs, or in their absence any member of the Administrative Council who shall review the matter within 30 days.

Grievance Procedures for Faculty/Staff

Step One

Complaints must be in writing, signed by the employee, and submitted to the area vice president (The Director of Human Resources as an alternate in the event of allegations of sexual harassment against the area vice president) within either ten (10) working days of the date of the occurrence which gave rise to the grievance or the date the employee had reason to know of the occurrence. The written complaint should:

1. Identify the policy or rule which is alleged to have been violated;
2. Identify the basis of discrimination (age, race, gender, etc.);
3. Contain a concise statement of the facts surrounding the grievance;
4. Contain the names of witnesses where applicable;
5. Contain the remedy sought.

Any grievance not including these essential elements will be returned for revision before further action.

Upon receipt of the written grievance, the area vice president or alternate will investigate the complaint.

A written decision will be provided the aggrieved employee within ten (10) working days from the date the grievance was filed. If additional time is needed, the aggrieved employee will be notified in writing of the reasons for the delay and when a reply can be expected.

Appeals

If the aggrieved is not satisfied that the complaint has been satisfactorily resolved because of the action taken in step one, further review may be requested in writing (Step Two). The request must contain comments or objections regarding the written response.

Step Two

The Grievance Committee will be convened to hear the complaint. The chair shall arrange for meetings, prepare or assign responsibility for preparation of minutes (verbatim minutes not required) of the

proceedings, assist in conducting investigations, advise the committee on proper and pertinent procedures, and prepare all correspondence to the parties involved in the grievances. The hearing generally will conform to the following format:

1. An opening statement by all parties involved;
2. Presentation of the complaint by the aggrieved employee, followed by questioning by the committee;
3. Presentation of the response by the other parties involved, followed by questioning by the committee;
4. Questioning of witnesses where necessary;
5. Summations by parties involved.

The Grievance Committee's findings will be reported directly to the President or the President's appointed representative. In rendering a decision, the committee shall have no authority to add to, subtract from, alter, or modify any policies, procedures and/or practices of the University, or recommend an award, which provides the employee with compensation greater than that would have resulted had there been no violation of policy. Upon receipt of the committee's decision, the President, or representative acting instead, will set aside the recommendation of the committee, modify the recommendation, or uphold the recommendation. The President's decision will be communicated to the parties involved no later than ten (10) business days following the committee's recommendation, and that decision will be final.

SPECIAL NOTE: No decision may be made at any step of the grievance procedure which conflicts with applicable state or federal statutes. This procedure is provided for internal resolution of differences. It is not a legal forum and not intended to act as such.



Sex Offender Registry

State of North Carolina

The North Carolina General Assembly created the North Carolina Sex Offender and Public Protection Registry in January 1996. This law outlines registration requirements for persons living in North Carolina, non-resident students and non-resident workers.

The Registry serves as a resource to help protect and inform the public. The North Carolina Sex Offender Registration Program can be found at the following address, <http://docs.ncsbi.gov/Sex-Offender/SexOffenderRegPrograms.aspx>

To see the Sex Offender Registry for the NC State Bureau of Investigation, go to the following link <http://sexoffender.ncsbi.gov/search.aspx>

Federal Government

The Dru Sjodin National Sex Offender Public Website (NSOPW) is an unprecedented public safety resource that provides the public with access to sex offender data nationwide. NSOPW is a partnership between the U.S. Department of Justice and state, territorial, and tribal governments, working together for the safety of adults and children.

To view the National Sex Offender database, use the following link <https://www.nsopw.gov/en-us/search/>

<http://sexoffender.ncsbi.gov/search.aspx>

is the North Carolina Sex Offender and Public Protection Registry.
This is where law enforcement information for sex offenders is
provided.

Missing Students Policy

A missing student is defined as any currently registered student of Chowan University who has not been seen by friends, family members or associates for a reasonable length of time or a maximum of 24 hours, and whose whereabouts have been questioned. Missing student concerns should be brought to the attention of a member of the Student Affairs Staff or Campus Police immediately (see list below).

All reports submitted will be investigated by Chowan University Campus Police. The Director of Public Safety will initiate an investigation when they are notified that a student is missing, with no reasonable explanation for his/her absence.

In the event campus police are unavailable, missing student reports will be transferred to Murfreesboro Police Department. In the event a missing student resides on campus, the Associate Vice President of Student Affairs will notify the parents/family members regarding the situation. In the event the student does not reside in a University residence hall, the appropriate municipal local police authorities will be notified by campus police and an investigation will be initiated.

Students determined missing will have their “missing person contact” contacted, emergency contacts contacted, and any student under the age of 18 will have their custodial parent or guardian contacted. Chowan Campus Police will also contact Murfreesboro Police within 24 hours of determining a student is missing. The University encourages all students to provide a missing person contact.

You may complete a “Missing Person Contact” form in Residence Life located in Penny Hall. This “missing person contact” information is confidential and will only be accessible to authorized campus officials, and that it may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation. This “missing person contact” will be kept separate from emergency contact information and will not be provided even if requestor has FERPA consent.

Students that are under the age of 18 years of age and are not emancipated will provide notification to custodial parents or guardians within 24 hours of the determination the student is missing. This is in addition to the “missing person contact” designated by the missing student.

- Whom to contact if a Chowan student is missing.
 - **Public Safety**
(252)398-1234
 - **Derek Burke, Chief of Campus Police**
(252)398-6369, burked@chowan.edu
 - **Sarah Campfield, Director of Residence Life**
(252)398-6200, sacamfield@chowan.edu
 - **Brandon Zoch, Associate Vice President for Student Affairs**
(252)398-6464, zochb@chowan.edu
 - **Montrose Streeter, Vice President for Student Affairs**
(252)398-1227, mastreeter@chowan.edu

Clery Crime Statistics

According to the Clery Act, Chowan University must include, “statistics based on reports of alleged criminal incidents. It is not necessary for the crime to have been investigated by the police or a campus security authority, nor must a finding of guilt or responsibility be made to include the reported crime.”

Location Definitions

On-Campus:

- Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of or in a manner related to the institution’s educational purposes, including residence halls; and
- Any building or property that is within or reasonably contiguous to the area identified in paragraph (1), that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or retail vendor).

Non-Campus Building or Property:

- Any building or property owned or controlled by a student organization that is officially recognized by the institution; or
- Any building or property owned or controlled by an institution that is used in direct support of or in relation to the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution. Chowan University offers a few classes on the campus of Halifax Community College. Crimes that occur on that campus will appear as a Non-Campus Building or Property.

Public Property:

- All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus.

Residential Facilities:

- Residence Halls or other campus resident facility for students on campus is a subset of the “On-Campus” category.

Chowan University Main Campus

Unfounded Crimes – Chowan University Main Campus

If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is “unfounded” and should not be included in the institutions crime statistics. Only sworn or commissioned law enforcement personnel may “unfound” a crime.

Unfounded Crimes:	Years		
	2018	2019	2020
	2	1	2

Criminal Offenses - On Campus- Chowan University Main Campus

Criminal Offense:	Total Occurrences On-Campus		
	2018	2019	2020
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Rape	4	3	3
Fondling	1	5	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	2	3
Aggravated assault	4	2	3
Burglary	9	7	7
Motor vehicle theft	0	2	0
Arson	1	1	0

Criminal Offenses - On Campus Residence Halls - Chowan University Main Campus
(Subset of Criminal Offenses on campus)

Criminal Offense:	Total Occurrences Residence Halls		
	2018	2019	2020
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Rape	4	3	3
Fondling	1	4	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	1	3
Aggravated assault	0	2	2
Burglary	9	7	7
Motor vehicle theft	0	0	0
Arson	1	1	0

Criminal Offenses – Public Property - Chowan University Main Campus

Criminal Offense:	Total Occurrences Public Property		
	2018	2019	2020
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0

Arrests – On Campus - Chowan University Main Campus

Crime:	Number of Arrests-On Campus		
	2018	2019	2020
A. Illegal Weapon Possession	3	1	2
B. Drug Law Violations	9	10	28
C. Liquor Law Violations	0	2	0

Arrests – On Campus Student Housing Facilities - Chowan University Main Campus (Subset of Arrests-On Campus)

Crime:	Number of Arrests-Residence Halls		
	2018	2019	2020
A. Illegal Weapon Possession	0	0	0
B. Drug Law Violations	4	5	22
C. Liquor Law Violations	0	0	0

Arrests – Public Property - Chowan University Main Campus

Crime:	Number of Arrests- Public Property		
	2018	2019	2020
A. Illegal Weapon Possession	0	0	0
B. Drug Law Violations	0	0	0
C. Liquor Law Violations	0	0	0

Disciplinary Actions – On Campus - Chowan University Main Campus

Crime:	Num. of Persons Referred for Disciplinary Actions		
	2018	2019	2020
A. Illegal Weapon Possession	10	4	13
B. Drug Law Violations	89	83	62
C. Liquor Law Violations	85	76	41

Disciplinary Actions – On Campus Student Housing Facilities - Chowan University Main Campus (Subset of Arrests-On Campus)

Crime:	Num. of Persons Referred for Disciplinary Actions		
	2018	2019	2020
A. Illegal Weapon Possession	5	3	5
B. Drug Law Violations	86	71	61
C. Liquor Law Violations	84	72	41

Disciplinary Actions – Public Property - Chowan University Main Campus

Crime:	Num. of Persons Referred for Disciplinary Actions		
	2018	2019	2020
A. Illegal Weapon Possession	0	0	0
B. Drug Law Violations	0	0	2
C. Liquor Law Violations	0	0	0

2020 Occurrence of Hate Crimes – On Campus Chowan University Main Campus
Category of Bias for crimes reported in 2020

Criminal Offense:								
	2020 Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity	National Origin
A. Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0
B. Negligent Manslaughter	0	0	0	0	0	0	0	0
C. Rape	0	0	0	0	0	0	0	0
D. Incest	0	0	0	0	0	0	0	0
E. Fondling	0	0	0	0	0	0	0	0
F. Statutory Rape	0	0	0	0	0	0	0	0
G. Robbery	0	0	0	0	0	0	0	0
H. Aggravated assault	0	0	0	0	0	0	0	0
I. Burglary	0	0	0	0	0	0	0	0
J. Motor vehicle theft (Does not include theft from a vehicle)	0	0	0	0	0	0	0	0
K. Arson	0	0	0	0	0	0	0	0
L. Simple Assault	0	0	0	0	0	0	0	0
M. Larceny-theft	0	0	0	0	0	0	0	0
N. Intimidation	0	0	0	0	0	0	0	0
O. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0

2019 Occurrence of Hate Crimes – On Campus Chowan University Main Campus
Category of Bias for crimes reported in 2019

Criminal Offense:								
	2019 Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity	National Origin
P. Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0
Q. Negligent Manslaughter	0	0	0	0	0	0	0	0
R. Rape	0	0	0	0	0	0	0	0
S. Incest	0	0	0	0	0	0	0	0
T. Fondling	0	0	0	0	0	0	0	0
U. Statutory Rape	0	0	0	0	0	0	0	0
V. Robbery	0	0	0	0	0	0	0	0
W. Aggravated assault	0	0	0	0	0	0	0	0
X. Burglary	0	0	0	0	0	0	0	0
Y. Motor vehicle theft (Does not include theft from a vehicle)	0	0	0	0	0	0	0	0
Z. Arson	0	0	0	0	0	0	0	0
AA. Simple Assault	0	0	0	0	0	0	0	0
BB. Larceny-theft	0	0	0	0	0	0	0	0
CC. Intimidation	0	0	0	0	0	0	0	0
DD. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0

2018 Occurrence of Hate Crimes – On Campus Chowan University Main Campus
Category of Bias for crimes reported in 2018

Criminal Offense:								
	2018 Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity	National Origin
EE. Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0
FF. Negligent Manslaughter	0	0	0	0	0	0	0	0
GG. Rape	0	0	0	0	0	0	0	0
HH. Incest	0	0	0	0	0	0	0	0
II. Fondling	0	0	0	0	0	0	0	0
JJ. Statutory Rape	0	0	0	0	0	0	0	0
KK. Robbery	0	0	0	0	0	0	0	0
LL. Aggravated assault	0	0	0	0	0	0	0	0
MM. Burglary	0	0	0	0	0	0	0	0
NN. Motor vehicle theft (Does not include theft from a vehicle)	0	0	0	0	0	0	0	0
OO. Arson	0	0	0	0	0	0	0	0
PP. Simple Assault	0	0	0	0	0	0	0	0
QQ. Larceny-theft	0	0	0	0	0	0	0	0
RR. Intimidation	2	0	0	2	0	0	0	0
SS. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0

**2020 Occurrence of Hate Crimes – On Campus Student Housing Facilities - Chowan University
Main Campus**

(This is a subset of hate crimes on-campus)

Category of Bias for crimes reported in 2020

Criminal Offense:									
	2020 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
A. Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
B. Negligent Manslaughter	0	0	0	0	0	0	0	0	0
C. Rape	0	0	0	0	0	0	0	0	0
D. Fondling	0	0	0	0	0	0	0	0	0
E. Incest	0	0	0	0	0	0	0	0	0
F. Statutory Rape	0	0	0	0	0	0	0	0	0
G. Robbery	0	0	0	0	0	0	0	0	0
H. Aggravated assault	0	0	0	0	0	0	0	0	0
I. Burglary	0	0	0	0	0	0	0	0	0
J. Motor vehicle theft (Does not include theft from a vehicle)	0	0	0	0	0	0	0	0	0
K. Arson	0	0	0	0	0	0	0	0	0
L. Simple Assault	0	0	0	0	0	0	0	0	0
M. Larceny-theft	0	0	0	0	0	0	0	0	0
N. Intimidation	0	0	0	0	0	0	0	0	0

**2019 Occurrence of Hate Crimes – On Campus Student Housing Facilities - Chowan University
Main Campus**

(This is a subset of hate crimes on-campus)

Category of Bias for crimes reported in 2019

Criminal Offense:									
	2019 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
O. Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
P. Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Q. Rape	0	0	0	0	0	0	0	0	0
R. Fondling	0	0	0	0	0	0	0	0	0
S. Incest	0	0	0	0	0	0	0	0	0
T. Statutory Rape	0	0	0	0	0	0	0	0	0
U. Robbery	0	0	0	0	0	0	0	0	0
V. Aggravated assault	0	0	0	0	0	0	0	0	0
W. Burglary	0	0	0	0	0	0	0	0	0
X. Motor vehicle theft (Does not include theft from a vehicle)	0	0	0	0	0	0	0	0	0
Y. Arson	0	0	0	0	0	0	0	0	0
Z. Simple Assault	0	0	0	0	0	0	0	0	0
AA. Larceny-theft	0	0	0	0	0	0	0	0	0
BB. Intimidation	0	0	0	0	0	0	0	0	0
CC. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

**2018 Occurrence of Hate Crimes – On Campus Student Housing Facilities - Chowan University
Main Campus**

(This is a subset of hate crimes on-campus)

Category of Bias for crimes reported in 2018

Criminal Offense:									
	2018 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
DD. Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
EE. Negligent Manslaughter	0	0	0	0	0	0	0	0	0
FF. Rape	0	0	0	0	0	0	0	0	0
GG. Fondling	0	0	0	0	0	0	0	0	0
HH. Incest	0	0	0	0	0	0	0	0	0
II. Statutory Rape	0	0	0	0	0	0	0	0	0
JJ. Robbery	0	0	0	0	0	0	0	0	0
KK. Aggravated assault	0	0	0	0	0	0	0	0	0
LL. Burglary	0	0	0	0	0	0	0	0	0
MM. Motor vehicle theft (Does not include theft from a vehicle)	0	0	0	0	0	0	0	0	0
NN. Arson	0	0	0	0	0	0	0	0	0
OO. Simple Assault	0	0	0	0	0	0	0	0	0
PP. Larceny-theft	0	0	0	0	0	0	0	0	0
QQ. Intimidation	2	0	0	2	0	0	0	0	0
RR. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

2020 Occurrence of Hate Crimes – Public Property - Chowan University Main Campus
Category of Bias for crimes reported in 2020

Criminal Offense:									
	2020 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
A. Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
B. Negligent Manslaughter	0	0	0	0	0	0	0	0	0
C. Rape	0	0	0	0	0	0	0	0	0
D. Fondling	0	0	0	0	0	0	0	0	0
E. Incest	0	0	0	0	0	0	0	0	0
F. Statutory Rape	0	0	0	0	0	0	0	0	0
G. Robbery	0	0	0	0	0	0	0	0	0
H. Aggravated assault	0	0	0	0	0	0	0	0	0
I. Burglary	0	0	0	0	0	0	0	0	0
J. Motor vehicle theft (Does not include theft from a vehicle)	0	0	0	0	0	0	0	0	0
K. Arson	0	0	0	0	0	0	0	0	0
L. Simple Assault	0	0	0	0	0	0	0	0	0
M. Larceny-theft	0	0	0	0	0	0	0	0	0
N. Intimidation	0	0	0	0	0	0	0	0	0
O. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

2019 Occurrence of Hate Crimes – Public Property - Chowan University Main Campus
Category of Bias for crimes reported in 2019

Criminal Offense:									
	2019 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
P. Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Q. Negligent Manslaughter	0	0	0	0	0	0	0	0	0
R. Rape	0	0	0	0	0	0	0	0	0
S. Fondling	0	0	0	0	0	0	0	0	0
T. Incest	0	0	0	0	0	0	0	0	0
U. Statutory Rape	0	0	0	0	0	0	0	0	0
V. Robbery	0	0	0	0	0	0	0	0	0
W. Aggravated assault	0	0	0	0	0	0	0	0	0
X. Burglary	0	0	0	0	0	0	0	0	0
Y. Motor vehicle theft (Does not include theft from a vehicle)	0	0	0	0	0	0	0	0	0
Z. Arson	0	0	0	0	0	0	0	0	0
AA. Simple Assault	0	0	0	0	0	0	0	0	0
BB. Larceny-theft	0	0	0	0	0	0	0	0	0
CC. Intimidation	0	0	0	0	0	0	0	0	0
DD. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

2018 Occurrence of Hate Crimes – Public Property - Chowan University Main Campus
Category of Bias for crimes reported in 2018

Criminal Offense:									
	2018 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
EE. Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
FF. Negligent Manslaughter	0	0	0	0	0	0	0	0	0
GG. Rape	0	0	0	0	0	0	0	0	0
HH. Fondling	0	0	0	0	0	0	0	0	0
II. Incest	0	0	0	0	0	0	0	0	0
JJ. Statutory Rape	0	0	0	0	0	0	0	0	0
KK. Robbery	0	0	0	0	0	0	0	0	0
LL. Aggravated assault	0	0	0	0	0	0	0	0	0
MM. Burglary	0	0	0	0	0	0	0	0	0
NN. Motor vehicle theft (Does not include theft from a vehicle)	0	0	0	0	0	0	0	0	0
OO. Arson	0	0	0	0	0	0	0	0	0
PP. Simple Assault	0	0	0	0	0	0	0	0	0
QQ. Larceny-theft	0	0	0	0	0	0	0	0	0
RR. Intimidation	0	0	0	0	0	0	0	0	0
SS. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

V.A.W.A. Offenses – On Campus - Chowan University Main Campus
Violence Against Women Act

Crime:	Total Occurrences On-Campus		
	2018	2019	2020
A. Domestic Violence	1	0	0
B. Dating Violence	9	11	5
C. Stalking	1	0	0

V.A.W.A. Offenses – On Campus Student Housing Facilities - Chowan University Main Campus
(This is a subset of VAWA Offenses On-campus)

Violence Against Women Act

Crime:	Total Occurrences On-Campus		
	2018	2019	2020
A. Domestic Violence	1	0	0
B. Dating Violence	7	8	4
C. Stalking	0	0	0

V.A.W.A. Offenses – Public Property - Chowan University Main Campus
Violence Against Women Act

Crime:	Total Occurrences On-Campus		
	2018	2019	2020
A. Domestic Violence	0	0	0
B. Dating Violence	0	0	0
C. Stalking	0	0	0

Halifax Community College Statistics

Chowan University has offered a limited number of courses to its Adult Degree Completion program students at Halifax Community College. During the 2019 and 2020 calendar years, Chowan University did not hold any classes at Halifax Community College, in Weldon, NC. Chowan is also not having classes during the 2021 calendar year. If any Chowan Student has concerns about safety issues at the Halifax Community College campus, please contact Halifax Community College Security. Information is provided below.

Chowan University lists crime statistics for Halifax Community College as Non-Campus Buildings or Properties, per Clery requirements. All Halifax Community College statistics are offered below, in their entirety.

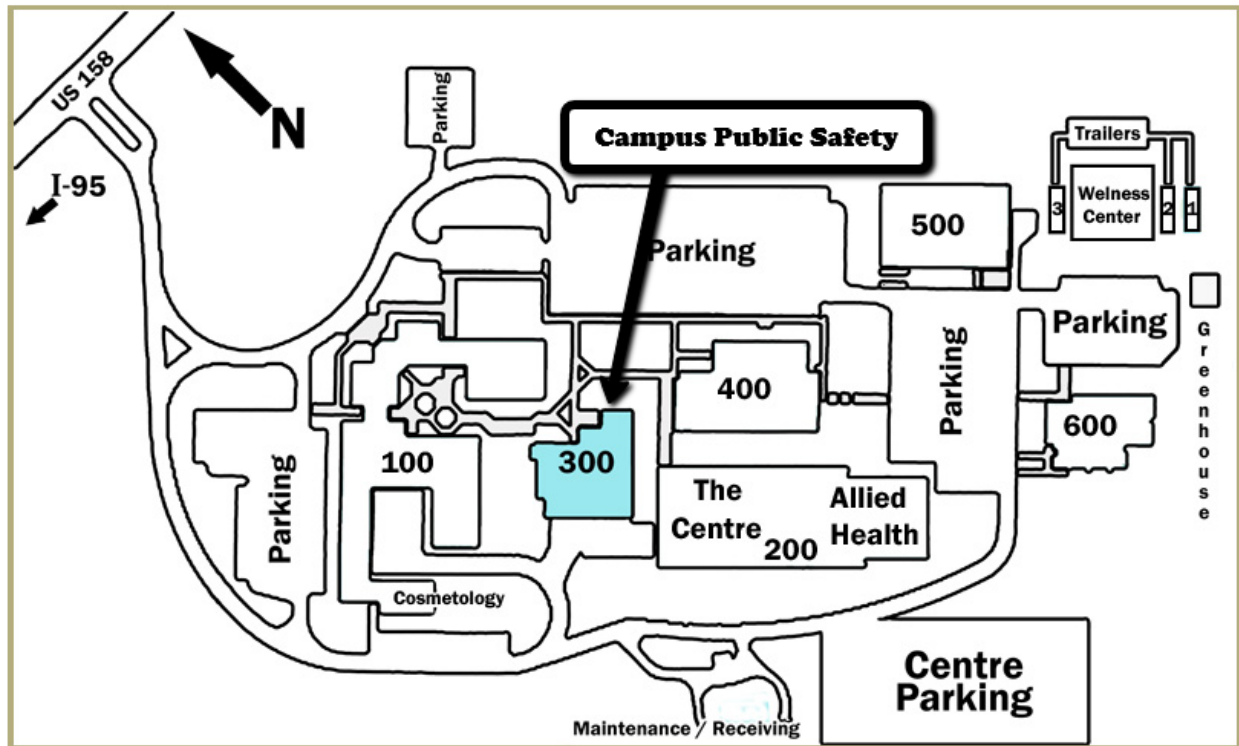
Halifax Community College Security is located in the 300 Building

Sgt. Emmett Smith - Chief of Campus Security - esmith956@halifaxcc.edu - 252.538.4317 – Room 302B

Ed White - Security Officer - rwhite950@halifaxcc.edu - 252.536.7286 – Room 303

Brandon Davis - Security Officer - bdavis945@halifaxcc.edu - 252.536.7286 – Room 303

<http://www.halifaxcc.edu/Security>



Unfounded Crimes – Halifax Community College

If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is “unfounded” and should not be included in the institutions crime statistics. Only sworn or commissioned law enforcement personnel may “unfound” a crime.

During the 2019 and 2020 calendar years, Chowan University did not hold any classes at Halifax Community College, in Weldon, NC

Unfounded Crimes:	Years		
	2018	2019	2020
	0	N/A	N/A

Criminal Offenses - Non Campus – Halifax Community College

During the 2019 and 2020 calendar years, Chowan University did not hold any classes at Halifax Community College, in Weldon, NC

Criminal Offense:	Total Occurrences On-Campus		
	2018	2019	2020
Murder/Non-negligent manslaughter	0	N/A	N/A
Negligent manslaughter	0	N/A	N/A
Rape	0	N/A	N/A
Fondling	0	N/A	N/A
Incest	0	N/A	N/A
Statutory Rape	0	N/A	N/A
Robbery	0	N/A	N/A
Aggravated assault	0	N/A	N/A
Burglary	0	N/A	N/A
Motor vehicle theft	0	N/A	N/A
Arson	0	N/A	N/A

Criminal Offenses - On Campus Residence Halls - Halifax Community College

(Subset of Criminal Offenses on campus)

During the 2019 and 2020 calendar years, Chowan University did not hold any classes at Halifax Community College, in Weldon, NC

THIS SECTION HAS NO DATA DUE TO THERE BEING NO HOUSING OFFERED TO CHOWAN UNIVERSITY STUDENTS ON THE HALIFAX COMMUNITY COLLEGE CAMPUS. ADDITIONALLY, HALIFAX COMMUNITY COLLEGE DOES NOT OFFER STUDENT HOUSING.

Criminal Offenses – Public Property - Halifax Community College

During the 2019 and 2020 calendar years, Chowan University did not hold any classes at Halifax Community College, in Weldon, NC

Criminal Offense:	Total Occurrences Public Property		
	2018	2019	2020
Murder/Non-negligent manslaughter	0	N/A	N/A
Negligent manslaughter	0	N/A	N/A
Rape	0	N/A	N/A
Fondling	0	N/A	N/A
Incest	0	N/A	N/A
Statutory Rape	0	N/A	N/A
Robbery	0	N/A	N/A
Aggravated assault	0	N/A	N/A
Burglary	0	N/A	N/A
Motor vehicle theft	0	N/A	N/A
Arson	0	N/A	N/A

Arrests – Non-Campus - Halifax Community College

During the 2019 and 2020 calendar years, Chowan University did not hold any classes at Halifax Community College, in Weldon, NC

Crime:	Number of Arrests-On Campus		
	2018	2019	2020
A. Illegal Weapon Possession	0	N/A	N/A
B. Drug Law Violations	0	N/A	N/A
C. Liquor Law Violations	0	N/A	N/A

Arrests – On-Campus Student Housing Facilities - Halifax Community College (Subset of Arrests-On Campus)

During the 2019 and 2020 calendar years, Chowan University did not hold any classes at Halifax Community College, in Weldon, NC

THIS SECTION HAS NO DATA DUE TO THERE BEING NO HOUSING OFFERED TO CHOWAN UNIVERSITY STUDENTS ON THE HALIFAX COMMUNITY COLLEGE CAMPUS. ADDITIONALLY, HALIFAX COMMUNITY COLLEGE DOES NOT OFFER STUDENT HOUSING.

Arrests – Public Property - Halifax Community College

During the 2019 and 2020 calendar years, Chowan University did not hold any classes at Halifax Community College, in Weldon, NC

Crime:	Number of Arrests- Public Property		
	2018	2019	2020
A. Illegal Weapon Possession	0	N/A	N/A
B. Drug Law Violations	0	N/A	N/A
C. Liquor Law Violations	0	N/A	N/A

Disciplinary Actions – Non Campus - Halifax Community College

During the 2019 and 2020 calendar years, Chowan University did not hold any classes at Halifax Community College, in Weldon, NC

Crime:	Num. of Persons Referred for Disciplinary Actions		
	2018	2019	2020
A. Illegal Weapon Possession	0	N/A	N/A
B. Drug Law Violations	0	N/A	N/A
C. Liquor Law Violations	0	N/A	N/A

Disciplinary Actions – On Campus Student Housing Facilities - Halifax Community College (Subset of Arrests-On Campus)

During the 2019 and 2020 calendar years, Chowan University did not hold any classes at Halifax Community College, in Weldon, NC

THIS SECTION HAS NO DATA DUE TO THERE BEING NO HOUSING OFFERED TO CHOWAN UNIVERSITY STUDENTS ON THE HALIFAX COMMUNITY COLLEGE CAMPUS. ADDITIONALLY, HALIFAX COMMUNITY COLLEGE DOES NOT OFFER STUDENT HOUSING.

Disciplinary Actions – Public Property - Halifax Community College

During the 2019 and 2020 calendar years, Chowan University did not hold any classes at Halifax Community College, in Weldon, NC

Crime:	Num. of Persons Referred for Disciplinary Actions		
	2018	2019	2020
A. Illegal Weapon Possession	0	N/A	N/A
B. Drug Law Violations	0	N/A	N/A
C. Liquor Law Violations	0	N/A	N/A

2020 Occurrence of Hate Crimes – Non Campus - Halifax Community College
Category of Bias for crimes reported in 2020

Not Applicable (No classes during 2019 or 2020)

During the 2019 and 2020 calendar years, Chowan University did not hold any classes at Halifax Community College, in Weldon, NC

2019 Occurrence of Hate Crimes – Non Campus - Halifax Community College
Category of Bias for crimes reported in 2019

Not Applicable (No classes during 2019 or 2020)

During the 2019 and 2020 calendar years, Chowan University did not hold any classes at Halifax Community College, in Weldon, NC



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2018 Occurrence of Hate Crimes – Non Campus - Halifax Community College
Category of Bias for crimes reported in 2018

During the 2019 and 2020 calendar years, Chowan University did not hold any classes at Halifax Community College, in Weldon, NC

Criminal Offense:									
	2018 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
A. Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
B. Negligent Manslaughter	0	0	0	0	0	0	0	0	0
C. Rape	0	0	0	0	0	0	0	0	0
D. Fondling	0	0	0	0	0	0	0	0	0
E. Incest	0	0	0	0	0	0	0	0	0
F. Statutory Rape	0	0	0	0	0	0	0	0	0
G. Robbery	0	0	0	0	0	0	0	0	0
H. Aggravated assault	0	0	0	0	0	0	0	0	0
I. Burglary	0	0	0	0	0	0	0	0	0
J. Motor vehicle theft (Does not include theft from a vehicle)	0	0	0	0	0	0	0	0	0
K. Arson	0	0	0	0	0	0	0	0	0
L. Simple Assault	0	0	0	0	0	0	0	0	0
M. Larceny-theft	0	0	0	0	0	0	0	0	0
N. Intimidation	0	0	0	0	0	0	0	0	0
O. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

2020 Occurrence of Hate Crimes – On Campus Student Housing Facilities - Halifax Community College

(This is a subset of hate crimes on-campus)

Category of Bias for crimes reported in 2020

During the 2019 and 2020 calendar years, Chowan University did not hold any classes at Halifax Community College, in Weldon, NC

THIS SECTION HAS NO DATA DUE TO THERE BEING NO HOUSING OFFERED TO CHOWAN UNIVERSITY STUDENTS ON THE HALIFAX COMMUNITY COLLEGE CAMPUS. ADDITIONALLY, HALIFAX COMMUNITY COLLEGE DOES NOT OFFER STUDENT HOUSING.

2019 Occurrence of Hate Crimes – On Campus Student Housing Facilities - Halifax Community College

(This is a subset of hate crimes on-campus)

Category of Bias for crimes reported in 2019

During the 2019 and 2020 calendar years, Chowan University did not hold any classes at Halifax Community College, in Weldon, NC

THIS SECTION HAS NO DATA DUE TO THERE BEING NO HOUSING OFFERED TO CHOWAN UNIVERSITY STUDENTS ON THE HALIFAX COMMUNITY COLLEGE CAMPUS. ADDITIONALLY, HALIFAX COMMUNITY COLLEGE DOES NOT OFFER STUDENT HOUSING.

2018 Occurrence of Hate Crimes – On Campus Student Housing Facilities - Halifax Community College

(This is a subset of hate crimes on-campus)

Category of Bias for crimes reported in 2018

THIS SECTION HAS NO DATA DUE TO THERE BEING NO HOUSING OFFERED TO CHOWAN UNIVERSITY STUDENTS ON THE HALIFAX COMMUNITY COLLEGE CAMPUS. ADDITIONALLY, HALIFAX COMMUNITY COLLEGE DOES NOT OFFER STUDENT HOUSING.

2020 Occurrence of Hate Crimes – Non Campus - Halifax Community College
Category of Bias for crimes reported in 2020

During the 2019 and 2020 calendar years, Chowan University did not hold any classes at Halifax Community College, in Weldon, NC

2019 Occurrence of Hate Crimes – Non Campus - Halifax Community College
Category of Bias for crimes reported in 2019

During the 2019 and 2020 calendar years, Chowan University did not hold any classes at Halifax Community College, in Weldon, NC



2018 Occurrence of Hate Crimes – Public Property - Halifax Community College
Category of Bias for crimes reported in 2018

Criminal Offense:									
	2018 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
A. Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
B. Negligent Manslaughter	0	0	0	0	0	0	0	0	0
C. Rape	0	0	0	0	0	0	0	0	0
D. Fondling	0	0	0	0	0	0	0	0	0
E. Incest	0	0	0	0	0	0	0	0	0
F. Statutory Rape	0	0	0	0	0	0	0	0	0
G. Robbery	0	0	0	0	0	0	0	0	0
H. Aggravated assault	0	0	0	0	0	0	0	0	0
I. Burglary	0	0	0	0	0	0	0	0	0
J. Motor vehicle theft (Does not include theft from a vehicle)	0	0	0	0	0	0	0	0	0
K. Arson	0	0	0	0	0	0	0	0	0
L. Simple Assault	0	0	0	0	0	0	0	0	0
M. Larceny-theft	0	0	0	0	0	0	0	0	0
N. Intimidation	0	0	0	0	0	0	0	0	0
O. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

V.A.W.A. Offenses – Non-Campus - Halifax Community College
Violence Against Women Act

During the 2019 and 2020 calendar years, Chowan University did not hold any classes at Halifax Community College, in Weldon, NC

Crime:	Total Occurrences On-Campus		
	2018	2019	2020
A. Domestic Violence	0	N/A	N/A
B. Dating Violence	0	N/A	N/A
C. Stalking	0	N/A	N/A

V.A.W.A. Offenses – On-Campus Student Housing Facilities - Halifax Community College
(This is a subset of VAWA Offenses On-campus)

During the 2019 and 2020 calendar years, Chowan University did not hold any classes at Halifax Community College, in Weldon, NC

Violence Against Women Act

THIS SECTION HAS NO DATA DUE TO THERE BEING NO HOUSING OFFERED TO CHOWAN UNIVERSITY STUDENTS ON THE HALIFAX COMMUNITY COLLEGE CAMPUS. ADDITIONALLY, HALIFAX COMMUNITY COLLEGE DOES NOT OFFER STUDENT HOUSING.

V.A.W.A. Offenses – Public Property - Halifax Community College
Violence Against Women Act

During the 2019 and 2020 calendar years, Chowan University did not hold any classes at Halifax Community College, in Weldon, NC

Crime:	Total Occurrences Public Property		
	2018	2019	2020
A. Domestic Violence	0	N/A	N/A
B. Dating Violence	0	N/A	N/A
C. Stalking	0	N/A	N/A

2020 Fire Safety Report and Statistics

Housing Facilities

Number of Fires Chart

Residence Hall	Street Address	2018	2019	2020
Parker Hall	784 Union St.	0	1	1
Dunn Hall	332 University Dr.	0	0	0
Simons Hall	326 University Dr.	0	0	0
Mixon Hall	340 University Dr.	0	0	0
Belk Hall	438 University Dr.	0	0	0
Whites Crossing A	104 A Whites Crossing Dr.	0	0	0
Whites Crossing B	222 B Whites Crossing Dr.	1	0	0
Whites Crossing C	110 C Whites Crossing Dr.	0	0	0
Whites Crossing D	216 D Whites Crossing Dr.	0	0	0
Whites Crossing E	210 E Whites Crossing Dr.	0	0	0
Whites Crossing F	112 F Whites Crossing Dr.	0	0	0
Whites Crossing G	154 G Whites Crossing Dr.	1	0	1
Whites Crossing H	128 H Whites Crossing Dr.	0	0	1
Whites Crossing J	128 J Whites Crossing Dr.	0	0	0

2020 Fire Detail

Facility	Category of Fire	Cause of Fire	Fire Related Injuries	Fire Related Deaths	Property Damage
Parker Hall	Unintentional	Electronic device failure in book bag	0	0	\$2,600
Whites Crossing G	Unintentional	Plastic in oven caught fire	0	0	\$75
Whites Crossing H	Unintentional	Food left unattended	0	0	\$7,133.00

2019 Fire Detail

Facility	Category of Fire	Cause of Fire	Fire Related Injuries	Fire Related Deaths	Property Damage
Parker Hall	Intentional	Poster lit on fire	0	0	\$0

2018 Fire Detail

Facility	Category of Fire	Cause of Fire	Fire Related Injuries	Fire Related Deaths	Property Damage
WC-G	Unintentional	Cooking	0	0	\$360
WC-B	Unintentional	Cooking	0	0	\$0

Fire Safety Systems in Student Housing Facilities

Facility	Fire Alarm Monitoring done off site	Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans and Placards	Number of Fire Drills during 2020
Parker Hall	X		X	X	X	4
Dunn Hall	X		X	X	X	4
Simons Hall	X		X	X	X	4
Mixon Hall	X		X	X	X	No Occupants during 2020
Belk Hall	X		X	X	X	4
Whites Crossing A	X	X	X	X		4
Whites Crossing B	X	X	X	X		4
Whites Crossing C	X	X	X	X		4
Whites Crossing D	X	X	X	X		4
Whites Crossing E	X	X	X	X		4
Whites Crossing F	X	X	X	X		4
Whites Crossing G	X	X	X	X		4
Whites Crossing H	X	X	X	X		4
Whites Crossing J	X	X	X	X		4

Appliances/Equipment

Campus housing has varying design and construction. The University reserves the right to impose reasonable requirements with respect to the use of appliances or equipment in campus housing. Some examples of items not permitted in campus housing are listed below. However, this list is not all-inclusive. Those items not allowed are: halogen lamps, toaster ovens, hot plates, deep fat fryers, gas or charcoal grills, power tools, air conditioners, mopeds, motorbikes, or motorcycles. All electrical appliances must be UL (Underwriters Laboratory) approved. If students have questions about specific items not listed, they are directed to the Residence Life Office for clarification.

Smoking/Open Flames

Smoking is not permitted in the residence halls or within a twenty-five foot "Smoke Free Zone" around all University building entrances. Open flames, including but not limited to candles, incense, e-cigarettes are not allowed.

Procedures for student housing evacuations in the case of a fire.

- Before a Fire:
 - Take fire drills seriously
 - Know primary and secondary evacuation routes. Each building has at least two exit routes
 - Know locations of fire alarm pull stations and fire extinguishers and how to activate them
 - Have phone numbers for Fire Department (911) and Public Safety (252) 398-1234 near your phone.
 - Count and remember the number of doors between your door and exits
 - Be aware of fire hazards
 - Be careful with cigarettes, electrical appliances, and combustibles
- On Hearing the Fire Alarm Sound:
 - Prepare to exit building in an orderly manner
 - Be familiar with safety precautions in exiting the building in case of fire. (Provided by residence hall staff.)
 - DO NOT USE ELEVATORS
 - Follow directions of the person in charge
 - Be sure the fire department is called
- In Case of Fire:
 - Sound the fire alarm immediately to alert residents
 - If possible, shut all doors and windows in immediate vicinity
 - Use fire extinguisher on only the smallest, most containable fire
 - Notify residence hall staff of location and type of fire
 - Leave building by nearest exit and stay calm
 - Crawl to prevent smoke and gas inhalation
 - Take quilt or large towel to cover your face
 - Take room key, but do not lock your room
- After Exiting the Buildings:
 - Stand clear of the building after evacuating
 - Report to your RA to be accounted for
 - Follow directions of the staff members, Public Safety officers, Police, and Fire personnel
- Keep in Mind:
 - The charge for replacing an EXIT LIGHT is up to \$200.00
 - The charge for replacing damaged SMOKE DETECTORS is up to \$200.00
 - When an individual is found guilty of damaging the above items, the individual will be charged.
 - If the guilty person or persons cannot be identified, those living in the area or on the floor will be prorated to cover the cost
 - These charges are in addition to fines that may be the result of the judicial process
 - Creating false alarms due to unattended cooking or creating unnecessary smoke could result in fines of up to \$1000 if the fire department is dispatched to campus.

Students in traditional residence halls should follow evacuation instructions posted on back of residence hall room doors as well as hallway evacuation placards. All traditional residence hall exits are indicated with lighted exit signs. Whites Crossing Residential facilities should follow evacuation instructions posted on back of each entry door to their apartment or suite. Each residential facility has a designated rally point upon exiting the building. Student should gather at this designated rally point to be accounted for. These

rally points are located beyond where emergency personnel will be; however, these locations are subject to change depending on conditions and circumstances. Staff will clearly indicate when there is a change.

Building Address and Rally Point (Residential Facilities)

Building	Building Address	Street Name	Building Description	Rally Point
Belk Hall	438	University Dr.	Traditional Student Housing	Squirrel Park
Dunn Hall	332	University Dr.	Traditional Student Housing	Squirrel Park
Jenkins Hall	426	University Dr.	Storage	Squirrel Park
Mixon Hall	340	University Dr.	Traditional Student Housing	Squirrel Park
Parker Hall	784	Union St.	Traditional Student Housing	Whites Crossing B Parking Lot Area
Simons Hall	326	University Dr.	Traditional Student Housing	Squirrel Park
Whites Crossing A	104 A	Whites Crossing Dr.	Contemporary Student Housing	Whites Crossing Sign
Whites Crossing B	222 B	Whites Crossing Dr.	Contemporary Student Housing	Whites Crossing Sign
Whites Crossing C	110 C	Whites Crossing Dr.	Contemporary Student Housing	Whites Crossing C parking lot
Whites Crossing D	216 D	Whites Crossing Dr.	Contemporary Student Housing	Wood line towards Parker Hall
Whites Crossing E	210 E	Whites Crossing Dr.	Contemporary Student Housing	Whites Crossing F Parking Lot
Whites Crossing F	112 F	Whites Crossing Dr.	Contemporary Student Housing	Whites Crossing E Volleyball Court
Whites Crossing G	154 G	Whites Crossing Dr.	Contemporary Student Housing	Median of Parking Lot in Front of G
Whites Crossing H	128 H	Whites Crossing Dr.	Contemporary Student Housing	Median of Parking Lot in Front of H and J
Whites Crossing J	128 J	Whites Crossing Dr.	Contemporary Student Housing	Median of Parking Lot in Front of H and J

Building Address and Rally Point (Non-Residential Facilities)

Building	Building Address	Street Name	Building Description	Rally Point
Book Store	108	Raptor Dr.	Campus Shop	Gazebo at Columns Building

Brave Hawks House	127	Chowan College Rd.	Staff Offices	Community Garden
Camp Hall	104	Raptor Dr.	Classroom Building	Hawks Nest volleyball court
Columns Building	400	University Dr.	Administrative Building and Auditorium	Squirrel Park
Daniel Hall	104	Hawks Dr.	Classroom Building	Thomas Hall Green Area
Early-Myers House	208	E. High St.	Staff Offices	Chowan Entrance Sign
Felton House	212	E. High St.	Staff Offices	Chowan Entrance Sign
Green Hall	346	University Dr.	Classroom Building	Squirrel Park
Hassell Center	114	Hassell Dr.	Staff Offices	Rose Tennis Complex
Hawks Nest	105	Raptor Dr.	Student Center	Gazebo at Columns Building
Hawks Athletic Center	757	Union St.	Staff Offices/Arena/Aquatics	Home soccer stands
Horner Hall	115	Hawks Dr.	Classroom Building	Thomas Hall Green Area
Jenkins Center	309	Lakeview Dr.	Recreation Center	Field across street
Jenkins Fine Arts Center/Human Resources	108	Hawks Dr.	Museum/Staff Offices	Thomas Hall Green Area
Marks Hall	418	University Dr.	Classroom Building	Squirrel Park
McSweeney Hall	412	University Dr.	Classroom Building	Squirrel Park
Penny Hall	110	Hawks Dr.	Staff Offices	Thomas Hall Grass Area
Pond Center	126	Hawks Dr.	Staff Offices	Hawks Nest volleyball court
Public Safety House	401	Union St.	Staff Offices	Behind Belk Hall
Reed Hall	303	Lakeview Dr.	Classroom Building	Field across street
Thomas Cafeteria	404	University Dr.	Cafeteria and Staff Offices	Squirrel Park
Vincent Center	110	Vincent Dr.	Staff Offices and Locker Rooms	Home soccer stands

Welcome Center	100	W. High St.	Staff Offices	Rear Parking Lot
Whitaker Library	408	University Dr.	Library	Squirrel Park

Fire Safety Education and Training Programs

Students

Chowan University provides fire safety education and fire safety training for all residential students by scheduling mandatory student meetings and providing fire drills in all residential facilities.

Fire safety education is provided to all new students during the beginning of each semester through the mandatory Student Handbook Meeting with the Chief of Campus Police and Associate Vice President for Student Affairs as well as mandatory hall meeting at the beginning of each semester with their RA's.

Fire safety training is provided to residential students through required fire drills. Each residence hall will have a fire drill during the semester to give residential students the opportunity to understand evacuation procedures and to ensure an understanding of the designated rally point for that residence hall.

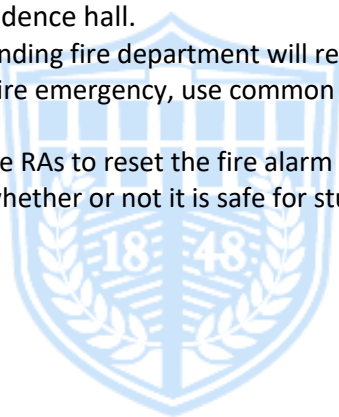
Residential Staff

Residential staff (RA's, GA's, and Area Directors) are provided training during the Residence Life training programs at the beginning of each semester. Each RA must follow the established procedure during a fire alarm.

Residential Staff Fire Procedures (from RA Manual)

- *When a fire alarm is sounded*
 - All RAs present in the building must respond immediately to the front entrance area in order to determine which RAs are in the building and what task each available RA will complete.
 - Of the RAs available in the building, one RA must staff the front entrance and immediately ensure that Public Safety has been contacted and to confirm the sounding of the alarm and inform them that RAs are in the process of evacuating the building. The RA assigned to staff the front entrance and ensure contact has been made with Public Safety is to remain at the front entrance to assist Public Safety and fire department personnel as needed.
 - All additional RAs will immediately move to the highest floor in the building and proceed to move through each living area (down through facility) instructing students to evacuate the building (closing room doors behind them) and exit to an area clear of the entrances. Ensure that you feel the door with the back of your hand before you open it to ensure that it is not hot. DO NOT OPEN A DOOR THAT IS HOT.

- Once the building is evacuated, all RAs are to station themselves outside the building at the rally point to ensure that students remain clear of all building exits and to begin accounting for residents. Resident Assistants are to ensure that no one re-enters the facility until the fire safety system has been silenced and fire department personnel or Public Safety has made the all-clear announcement.
- Resident Assistants should document all instances of students refusing to comply with University policies governing evacuations for fire emergencies. Also, violations of University policies should be documented appropriately. All documentation should then be turned in to the residence hall office within 24 hours.
- In the event of inclement weather (rain, storm, extreme cold, etc.) the RA assigned to the front entrance should contact RAs in an adjacent residence hall and request temporary access and shelter (likely in the lobby) for evacuated students. The RAs of the adjacent building must respond to provide supervision of the temporary shelter area until students are returned to their residence hall.
- Public Safety or the responding fire department will reset the alarm system.
- In the event of an actual fire emergency, use common sense when following these guidelines.
- Under no circumstance are RAs to reset the fire alarm system. Additionally, RAs are not permitted to determine whether or not it is safe for students to re-enter a residence hall.



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Public Safety Staff

Public Safety staff are provided training during the initial job training. Additional trainings such as First Aid/ CPR training and fire extinguisher training are revisited on an annual basis.

Public Safety staff are to follow the following procedure during a fire alarm.

- Receive notification of alarm.
- Immediately dispatch University officers to scene.
- Notify on duty staff, chief of police, and all other pertinent staff.
- First officer to arrive on scene checks fire panel for information and notifies other officers.
- DO NOT SILENCE ALARM!
- BEGIN BUILDING EVACUATIONS BY FLOOR!
- REMEMBER to check doors for heat prior to opening.
- One officer responsible for getting head count from RA's and reporting any rooms to be checked to officers conducting evacuation.
- Rally Points: Evacuate building – 500 feet away from building
- ***DO NOT ALLOW STUDENTS, STAFF OR ANYONE TO SIT IN CARS IN FRONT OF BUILDINGS!!!
- Once building evacuated; Lead Officer meets with fire officials and provide information.
- Local Fire Chief clears building for entry.
- If fire is located, Officer locating makes an effort to extinguish. Radio other officers to evacuation building and head count mandatory (Remember Extinguisher Training).
- Incident /Investigation Report must be completed.

Fire Incident Contacts

If there is a fire call 911, IMMEDIATELY!

Any fires that occurs on campus should be reported to Chowan University Public Safety immediately.

Below is a list of people that fire information can reported to, after a fire incident. If a fire is in progress, Call 911 first and do not leave a message.

- **Public Safety**, (252)398-1234
- **Chief of Campus Police**, (252)398-6369
- **Director of Residence Life**, (252)398-6200
- **Associate Vice President for Student Affairs**, (252)398-6464
- **Vice President for Student Affairs**, (252)398-1227

Fire Safety Improvements

Chowan University continually reviews ways to improve fire safety in residential facilities.

See Something, **Text Something**



RAVEGuardian

Stay connected and receive important campus notifications, communicate with campus safety, and gain access to resources and documents you need most.



RaveGuardian.com

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EMERGENCY

911

NON-EMERGENCY

PUBLIC SAFETY • CAMPUS POLICE

252.398.1234