

ANNUAL SECURITY REPORT AND FIRE STATISTICS FOR 2021



CHOWAN
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Chowan University Annual Security Report and Fire Statistics for 2021

Published 9/30/2022

The Annual Security Report and Fire Statistics for 2021 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 years statistics (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.



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

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

publicsafety@chowan.edu

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, which removes the need for HawksCard verification. 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 the door. The siren will remain activated until the door is shut. The only time this prop alarm feature is removed is when there are special events or on move in days. The prop alarm feature is available at the Hawks Nest as well as the Jenkins Center.

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 residential room is secured by either a deadbolt or knob lock. Deadbolts and knobs come keyed with a special interchangeable core. This core, in the lock, allows only a specially cut key to access the core. 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. Student who lose their key are subject to a \$75 lock change fee.

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. 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.

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, NC Probation and Parole and NC Wildlife.

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 traditional residence hall, or Whites Crossing)
 - Graduate Assistants (Located in Whites Crossing and Dunn Hall)
 - Area Directors (Located in Belk Hall and Parker Hall).
- **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/silentwitness. If this link doesn't work, just copy and paste it into your web browser.
 - University Counselor
 - Yolanda Majette, (252) 398-6249 majety@chowan.edu
 - Campus Minister
 - Mari Wiles, (252) 398-6268 wilesm@chowan.edu
 - Title IX
 - Dr. John Dilustro, (252) 398-6528 dilusj@chowan.edu
- **Off Campus:**
 - Murfreesboro Police or Hertford County Sherriff, 911. A crime, which occurs off-campus, should be reported to the police department having jurisdiction for that area.

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



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.

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 test 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 works 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, www.chowan.edu/silentwitness. If this link doesn't work, just copy and paste it into your web browser.

***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 (252)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 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 Year Experience Curriculum
- Student Life programs
- Campus Ministries
- Counseling Services
- Student Government Association
- Greek Organizations

- Residence Life Programs
- RA Programming
- 2021 Calendar Year Programming
 - St. Patrick's Day Surprise – Alcohol Awareness Trivia (3/17)
 - Virtual Game Show Drug and Alcohol Awareness Trivia (4/13)
 - Public Safety Week April 5-9
 - Fall 2021 New Student Meetings (Policies/Procedures)
 - Fall 2021 Hall Meetings with RA's
 - Meet the Greeks Info Sessions (10/18)
 - CU Soberfest (10/27)
 - Greek Life Membership Educational Sessions (11/15)

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,

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, or 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.porthhealth.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 DAAAP; AND
 - determine the effectiveness of the distribution requirements above to verify/ensure adequate program distribution to all aspects of the University community.

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).

Response to Sexual Assault, Domestic Violence, Dating Violence and Stalking

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.

Upon receipt of a report of a possible Title IX violation, the Title IX Coordinator will confer with the complainant 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 complainant, (2) determine appropriate investigatory measures, and (3) take other short-term actions as necessary.

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:

Dating Violence, defined as: a) violence, b) on the basis of sex, c) committed by a person, d) who is in or has been in a social relationship of a romantic or intimate nature with the Complainant.

The existence of such a relationship shall be determined based on the Complainant'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. For the purposes of this definition: dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse and does not include acts covered under the definition of domestic violence.

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

Chowan Definition:

Domestic Violence, defined as: a) violence, b) on the basis of sex, c) committed by a current or former spouse or intimate partner of the Complainant, d) by a person who is cohabitating with, or has cohabitated with, the Complainant as a spouse or intimate partner, or e) by a person similarly situated to a spouse of the Complainant under the domestic or family violence law of North Carolina, or f) by any other person against an adult or youth Complainant who is protected from that person's acts under the domestic or family violence laws of North Carolina.

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

Chowan University definition

Sexual Assault, defined as: Sex Offenses:

- Any sexual act directed against another person,
 - without the consent of the Complainant,
 - including instances in which the Complainant is incapable of giving consent
- a) Rape: 1. Penetration, 2. no matter how slight, 3. of the vagina or anus with any body part or object, or 4. oral penetration by a sex organ of another person, 5. without the consent of the Complainant
- b) Sodomy: 1. Oral or anal sexual intercourse with another person, 2. forcibly, 3. and/or against that person's will (non-consensually), 4. or not forcibly or against the person's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
- c) Sexual Assault with an Object: 1. The use of an object or instrument to penetrate, 2. however slightly, 3. the genital or anal opening of the body of another person, 4. forcibly, 5. and/or against that person's will (non-consensually). 6. or not forcibly or against the person's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
- d) Fondling: 1. The touching of the private body parts of another person (buttocks, groin, breasts), 2. for the purpose of sexual gratification, 3. forcibly, 4. and/or against that person's will (non-consensually), 5. or not forcibly or against the person's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
- e) Incest: (1) Sexual intercourse, (2) between persons who are related to each other, (3) within the degrees wherein marriage is prohibited by North Carolina law.
- f) Statutory Rape: (1) Sexual intercourse, (2) with a person who is under the statutory age of consent of 16 years old (as defined in North Carolina state law).

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:
 - 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 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

Chowan Definition

Stalking, defined as:

a) engaging in a course of conduct, b) on the basis of sex, c) directed at a specific person, that i. would cause a reasonable person to fear for the person's safety, or ii. the safety of others; or iii. suffer substantial emotional distress.

For the purposes of this definition - course of conduct means two or more acts, including, but not limited to, acts in which the Respondent 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. Reasonable person means a reasonable person under similar circumstances and with similar identities to the Complainant. Substantial emotional distress means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.

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

Consent (CHOWAN POLICY and PROCEDURE SEXUAL HARASSMENT, AND MISCONDUCT)

Consent is:

- *knowing, and*
- *voluntary, and*
- *clear permission*
- *by word or action*
- *to engage in sexual activity*

Individuals may experience the same interaction in different ways. Therefore, it is the responsibility of each party to determine that the other has consented before engaging in the activity.

If consent is not clearly provided prior to engaging in the activity, consent may be ratified by word or action at some point during the interaction or thereafter, but clear communication from the outset is strongly encouraged.

For consent to be valid, there must be a clear expression in words or actions that the other individual consented to that specific sexual conduct. Reasonable reciprocation can be implied.

For example, if someone kisses you, you can kiss them back (if you want to) without the need to explicitly obtain their consent to being kissed back.

Consent can also be withdrawn once given, as long as the withdrawal is reasonably and clearly communicated. If consent is withdrawn, that sexual activity should cease within a reasonable time.

Consent to some sexual contact (such as kissing or fondling) cannot be presumed to be consent for other sexual activity (such as intercourse). A current or previous intimate relationship is not sufficient to constitute consent.

Proof of consent or non-consent is not a burden placed on either party involved in an incident. Instead, the burden remains on the University to determine whether its policy has been violated. The existence of consent is based on the totality of the circumstances evaluated from the perspective of a reasonable person in the same or similar circumstances, including the context in which the alleged incident occurred and any similar, previous patterns that may be evidenced.

In the State of North Carolina, a minor (meaning a person under the age of 16 years) cannot consent to sexual activity. This means that sexual contact by an adult with a person younger than 16 years old is a crime, as well as a violation of this policy, even if the minor consents to engage in the act.

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.

Student Disciplinary Procedures

GRIEVANCE RESOLUTION PROCESSES (Process "A" and Process "B")

In order to comply with Title IX Regulatory Standards (34 CFR §106.30) Chowan University has established a Two-prong Grievance Resolution Process. Process "A" is created to comply with the Title IX Regulatory standards and Process "B" applies to all other forms of harassment and discrimination and sexual misconduct violations that are not applicable under the Title IX Regulatory standards as set forth in §106.30.

The procedures below apply only to qualifying allegations of sexual harassment including sexual assault, dating violence, domestic violence, and stalking, as defined above involving students, staff, administrator, or faculty members.

Process B can also apply to sexual harassment including sexual assault, dating violence, domestic violence, and stalking, as defined above when jurisdiction does not fall within Process A, as determined by the Title IX Coordinator. Additionally, Process B will apply to other forms of sexual misconduct not covered by the Title IX definitions, including Sexual Exploitation.

In cases involving conduct that falls under Process B the University will refer cases in which a student is the respondent to the Vice President of Student Affairs to address under the University's Code of Student Conduct and for cases where the accused is a faculty or staff member the case will be referred to the Office of Human Resources for appropriate employee resolution consistent with published protocols.

PROCESS "A"

I. TITLE IX REGULATORY GRIEVANCE STANDARDS (106.45)

Under 34 CFR §106.45 (B)(3) the University must apply the following standards in order to comply with the Title IX Regulatory Grievance Protocol. Allegations of sexual harassment that meet the five elements identified under Process "A" will be addressed under the Grievance Resolution Part A, "Title IX Regulatory Grievance Standards", if any of the five categories are not met, the process will revert to the appropriate office for resolution consistent with student processes or employee processes (Process "B").

Initial Assessment and Mandatory Dismissal:

The Title IX Coordinator will conduct an Initial Assessment following the filing of a formal complaint.

If any of the following elements are not present, the University will dismiss the formal complaints under the Regulatory Grievance Process (Process "A") and address them under the University Grievance Process (Process "B") which constitutes referral to the Vice President of Student Affairs or the Office of Human Resources:

1. The conduct must meet the definition of sexual harassment (34 CFR §106.30)
2. The Complainant must be a member of or seeking to become a member of the University community

3. The University must have control (that is, disciplinary authority) over the harasser (i.e., must be a current student or employee)
4. The conduct must occur in a program or activity of the University, or at an off-campus residence that is owned or controlled by a registered student organization
5. The incident must occur in the United States

Title IX Regulatory Definition of Sexual Harassment

Conduct on the basis of sex that satisfies one or more of the following:

1. An employee of the University conditioning the provision of an aid, benefit, or service of the University on an individual's participation in unwelcome sexual conduct;
2. Unwelcome conduct by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the University's education program or activity; or
3. "Sexual assault" as defined in 20 U.S.C.1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34 U.S.C. 12291(a)(30).

Permissive Dismissal

The University may dismiss a formal complaint or any related allegations if, at any time during the investigation or hearing:

1. A Complainant notifies the Title IX Coordinator in writing that the Complainant would like to withdraw the formal complaint or any allegations therein; or
2. The Respondent is no longer enrolled in or employed by the University; or
3. Circumstances that prevent the University from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.

Upon any dismissal, the University will promptly send written notice of the dismissal and the rationale for doing so simultaneously to the parties. Dismissal of a formal complaint as defined by Title IX Regulations, CFR part 106.30, does not preclude further proceedings related to potential violations of any other University Policy

This dismissal decision is appealable by any party under the procedures for appeal.

Informal resolution may not be used to resolve cases involving allegations of an employee harassing students.

In formal complaints of sexual harassment (as defined by Title IX Regulations, CFR part 106.30) the following general principles and procedures will govern this process, to the extent consistent with the University's legal obligations.

Counterclaims

Chowan University is obligated to ensure that the grievance process is not abused for retaliatory purposes. Chowan University permits the filing of counterclaims but uses an initial assessment,

described above, to assess whether the allegations in the counterclaim are made in good faith. Counterclaims by a Respondent may be made in good faith, but are, on occasion, also made for purposes of retaliation. Counterclaims made with retaliatory intent will not be permitted. Counterclaims determined to have been reported in good faith will be processed using the grievance procedures below. Investigation of such claims may take place after resolution of the underlying initial allegation, in which case a delay may occur. Counterclaims may also be resolved through the same investigation as the underlying allegation, at the discretion of the Title IX Coordinator. When counterclaims are not made in good faith, they will be considered retaliatory and may constitute a violation of this policy.

Right to an Advisor

The parties may each have an Advisor (*This could include an attorney, advocate, or support person. The law permits one Advisor for each party (witnesses are not entitled to Advisors within the process, though they can be advised externally), but some Recipients do permit more than one. If the Recipient allows more than one Advisor for one party, they should do so for all parties.*) of their choice present with them for all meetings, interviews, and hearings within the resolution process, if they so choose. The parties may select whoever they wish to serve as their Advisor as long as the Advisor is eligible and available (*“Available” means the party cannot insist on an Advisor who simply doesn’t have inclination, time, or availability. Also, the Advisor cannot have institutionally conflicting roles, such as being a Title IX administrator who has an active role in the matter, or a supervisor who must monitor and implement sanctions.*)

Choosing an Advisor who is also a witness in the process creates potential for bias and conflict-of-interest. A party who chooses an Advisor who is also a witness can anticipate that issues of potential bias will be explored by the hearing Decision-maker(s).

II. TITLE IX REGULATORY FORMAL GRIEVANCE PROCESS (Process “A”)

If the allegation of a violation of this policy has not been resolved as a result of the informal process or is not suited for informal efforts, or if either the complainant or the respondent requests to invoke the formal complaint process, the following process will be initiated. (The lodging and processing of a formal complaint does not preclude, however, the possibility of an informal resolution of the matter, if desired by the parties.)

Formal Grievance Resolution Process

The Title IX Coordinator will provide written notice of the investigation and allegations (the “NOIA”) to the Respondent upon commencement of the Formal Grievance Process. This facilitates the Respondent’s ability to prepare for the interview and to identify and choose an Advisor to accompany them. The NOIA is also copied to the Complainant, who is to be given advance notice of when the NOIA will be delivered to the Respondent.

The NOIA will include:

- A meaningful summary of all of allegations,
- The identity of the involved parties (if known),
- The precise misconduct being alleged,
- The date and location of the alleged incident(s) (if known),
- The specific policies implicated,
- A description of the applicable procedures,
- A statement of the potential sanctions/responsive actions that could result,
- A statement that the University presumes the Respondent is not responsible for the reported misconduct unless and until the evidence supports a different determination,

- A statement that determinations of responsibility are made at the conclusion of the process and that the parties will be given an opportunity to inspect and review all directly related and/or relevant evidence obtained during the review and comment period,
- A statement about the University's policy on retaliation,
- Information about the privacy of the process,
- Information on the need for each party to have an Advisor of their choosing and suggestions for ways to identify an Advisor, A statement informing the parties that the University's Policy prohibits knowingly making false statements, including knowingly submitting false information during the resolution process,
- Detail on how the party may request disability accommodations during the interview process,
- A link to the University's VAWA Brochure,
- The name(s) of the Investigator(s), along with a process to identify, in advance of the interview process, to the Title IX Coordinator any conflict of interest that the Investigator(s) may have,
- An instruction to preserve any evidence that is directly related to the allegations.

Notice will be made in writing and may be delivered by one or more of the following methods: in person, mailed to the local or permanent address of the parties as indicated in official University records or emailed to the parties' University-issued email or designated accounts. Once mailed, emailed, and/or received in-person, notice will be presumptively delivered.

III TITLE IX REGULATORY INVESTIGATION PROCESS (Process "A")

All investigations are thorough, reliable, impartial, prompt, and fair. Investigations involve interviews with all relevant parties and witnesses; obtaining available, relevant evidence; and identifying sources of expert information, as necessary.

All parties have a full and fair opportunity, through the investigation process, to suggest witnesses and questions, to provide evidence and expert witnesses, and to fully review and respond to all evidence on the record.

- Prior to the conclusion of the investigation, the University will provide the parties and their respective Advisors (if so desired by the parties) a secured electronic or hard copy of the draft investigation report as well as an opportunity to inspect and review all of the evidence obtained as part of the investigation that is directly related to the reported misconduct, including evidence upon which the University does not intend to rely in reaching a determination, for a ten (10) business day review and comment period so that each party may meaningfully respond to the evidence. The parties may elect to waive the full ten days.
- The Investigator(s) may elect to respond in writing in the investigation report to the parties' submitted responses and/or to share the responses between the parties for additional responses.
- The Investigator(s) will incorporate relevant elements of the parties' written responses into the final investigation report, include any additional relevant evidence, make any necessary revisions, and finalize the report. The Investigator(s) should document all rationales for any changes made after the review and comment period.
- The investigator shares the final report with the Title IX Coordinator for feedback.
- The Investigator will incorporate any relevant feedback from the Title IX Coordinator, and the final report is then shared with all parties and their Advisors through secure electronic

transmission or hard copy at least ten (10) business days prior to a hearing. The parties are also provided with a file of any directly related evidence that was not included in the report.

- Following its completion, the Title IX Coordinator, or designee, will provide the full investigative report to the Community Standards Board.
- After the completion of the Community Standards Board hearing, which includes objective evaluation of relevant evidence and cross examination of parties conducted by an Advisor of choice, the Committee will prepare a notice of outcome or written decision, including but not limited to, any necessary sanctions, using the preponderance of evidence standard and stating the rationale for its decision. In employee cases, the Community Standards Board will refer their final decision to the Office of Human Resources for appropriate sanctions.
- Both parties are entitled to appeal the decision subject to the standards established by Chowan University. (See Part III Protocols to Accompany All Grievance Processes)

IV. TITLE IX HEARING PROCESS (Process “A”)

Hearing Procedures

At the hearing, the Decision-maker(s) has the authority to hear and make determinations on all allegations of sexual harassment and/or retaliation and may also hear and make determinations on any additional alleged policy violations that have occurred in concert with the sexual harassment and/or retaliation, even though those collateral allegations may not specifically fall within the Policy.

Participants at the hearing will include the Chair, any additional panelists, the hearing facilitator, the Investigator(s) who conducted the investigation, the parties (or three (3) organizational representatives when an organization is the Respondent)⁶, Advisors to the parties, any called witnesses, the Title IX Coordinator and anyone providing authorized accommodations or assistive services.

The Chair will answer all questions of procedure. Anyone appearing at the hearing to provide information will respond to questions on their own behalf.

The Chair will allow witnesses who have relevant information to appear at a portion of the hearing in order to respond to specific questions from the Decision-maker(s) and the parties and will then be excused.

Testimony and Questioning

Once the Investigator(s) present their report and are questioned, the parties and witnesses may provide relevant information in turn, beginning with the Complainant, and then in the order determined by the Chair. The parties/witnesses will submit to questioning by the Decision-maker(s) and then by the parties through their Advisors (“cross-examination”).

All questions are subject to a relevance determination by the Chair. The Advisor, who will remain seated during questioning, will pose the proposed question orally, electronically, or in writing (orally is the default, but other means of submission may be permitted by the Chair upon request if agreed to by all parties and the Chair), the proceeding will pause to allow the Chair to consider it (and state it if it has not been stated aloud), and the Chair will determine whether the question will be permitted, disallowed, or rephrased.

The Chair may invite explanations or persuasive statements regarding relevance with the Advisors if the Chair so chooses. The Chair will then state their decision on the question for the record and advise the

party/witness to whom the question was directed, accordingly. The Chair will explain any decision to exclude a question as not relevant, or to reframe it for relevance.

The Chair will limit or disallow questions on the basis that they are irrelevant, unduly repetitious (and thus irrelevant), or abusive. The Chair has final say on all questions and determinations of relevance. The Chair may consult with legal counsel on any questions of admissibility. The Chair may ask Advisors to frame why a question is or is not relevant from their perspective but will not entertain argument from the Advisors on relevance once the Chair has ruled on a question.

If the parties raise an issue of bias or conflict of interest of an Investigator or Decision-maker at the hearing, the Chair may elect to address those issues, consult with legal counsel, and/or refer them to the Title IX Coordinator, and/or preserve them for appeal. If bias is not in issue at the hearing, the Chair should not permit irrelevant questions that probe for bias.

Recording Hearings

Hearings (but not deliberations) are recorded by Chowan University for purposes of review in the event of an appeal. The parties may not record the proceedings and no other unauthorized recordings are permitted.

The Decision-maker(s), the parties, their Advisors, and appropriate administrators of Chowan University will be permitted to listen to the recording in a controlled environment determined by the Title IX Coordinator. No person will be given or be allowed to make a copy of the recording without permission of the Title IX Coordinator.

Deliberation, Decision-making, and Standard of Proof

The Decision-maker(s) will deliberate in closed session to determine whether the Respondent is responsible or not responsible for the policy violation(s) in question. If a panel is used, a simple majority vote is required to determine the finding. The preponderance of the evidence standard of proof is used. The hearing facilitator maybe invited to attend the deliberation by the Chair, but is there only to facilitate procedurally, not to address the substance of the allegations.

When there is a finding of responsibility on one or more of the allegations, the Decision-maker(s) may then consider the previously submitted party impact statements in determining appropriate sanction(s). The Chair will ensure that each of the parties has an opportunity to review any impact statement submitted by the other party(ies). The Decision-maker(s) may – at their discretion – consider the statements, but they are not binding.

The Decision-maker(s) will review the statements and any pertinent conduct history provided by appropriate administrator and will recommend/determine the appropriate sanction(s) in consultation with other appropriate administrators, as required.

The Chair will then prepare a written deliberation statement and deliver it to the Title IX Coordinator, detailing the determination, rationale, the evidence used in support of its determination, the evidence not relied upon in its determination, credibility assessments, and any sanctions or recommendations.

This report is typically three (3) to five (5) pages in length and must be submitted to the Title IX Coordinator within two (2) business days of the end of deliberations, unless the Title IX Coordinator grants an extension. If an extension is granted, the Title IX Coordinator will notify the parties.

Notice of Outcome

Using the deliberation statement, the Title IX Coordinator will work with the Chair to prepare a Notice of Outcome. The Title IX Coordinator will then share the letter, including the final determination, rationale, and any applicable sanction(s) with the parties and their Advisors within 5 business days of receiving the Decision-maker(s)' deliberation statement.

The Notice of Outcome will then be shared with the parties simultaneously. Notification will be made in writing and may be delivered by one or more of the following methods: in person, mailed to the local or permanent address of the parties as indicated in official Chowan University records, or emailed to the parties' Chowan University -issued email or otherwise approved account. Once mailed, emailed, and/or received in-person, notice will be presumptively delivered.

The Notice of Outcome will articulate the specific policy(ies) reported to have been violated, including the relevant policy section, and will contain a description of the procedural steps taken by Chowan University from the receipt of the misconduct report to the determination, including any and all notifications to the parties, interviews with parties and witnesses, site visits, methods used to obtain evidence, and hearings held.

The Notice of Outcome will specify the finding on each alleged policy violation; the findings of fact that support the determination; conclusions regarding the application of the relevant policy to the facts at issue; a statement of, and rationale for, the result of each allegation to the extent the Recipient is permitted to share such information under state or federal law; any sanctions issued which Chowan University is permitted to share according to state or federal law; and any remedies provided to the Complainant designed to ensure access to Chowan University's educational or employment program or activity, to the extent Chowan University is permitted to share such information under state or federal law (this detail is not typically shared with the Respondent unless the remedy directly relates to the Respondent).

The Notice of Outcome will also include information on when the results are considered by Chowan University to be final, any changes that occur prior to finalization, and the relevant procedures and bases for any available appeal options.

Appeals

Any party may file a request for appeal ("Request for Appeal"), but it must be submitted in writing to the Title IX Coordinator within 5 days of the delivery of the Notice of Outcome.

The Request for Appeal will be forwarded to the Appeal Chair for consideration to determine if the request meets the grounds for appeal (a Review for Standing).

This review is not a review of the merits of the appeal, but solely a determination as to whether the request meets the grounds and is timely filed.

A three-member appeal\panel will be designated by the Title IX Coordinator OR a single Appeal Decision-maker will Chair the appeal. No appeal panelists will have been involved in the process previously, including any dismissal appeal that may have been heard earlier in the process. A voting Chair of the Appeal panel will be designated.

a. Grounds for Appeal

Appeals are limited to the following grounds:

- (A) Procedural irregularity that affected the outcome of the matter;
- (B) New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and
- (C) The Title IX Coordinator, Investigator(s), or Decision-maker(s) had a conflict of interest or bias for or against Complainants or Respondents generally or the specific Complainant or Respondent that affected the outcome of the matter.

If any of the grounds in the Request for Appeal do not meet the grounds in this Policy, that request will be denied by the Appeal Chair and the parties and their Advisors will be notified in writing of the denial and the rationale.

If any of the grounds in the Request for Appeal meet the grounds in this Policy, then the Appeal Chair will notify the other party(ies) and their Advisors, the Title IX Coordinator, and, when appropriate, the Investigators and/or the original Decision-maker(s).

The other party(ies) and their Advisors, the Title IX Coordinator, and, when appropriate, the Investigators and/or the original Decision-maker(s) will be mailed, emailed, and/or provided a hard copy of the request with the approved grounds and then be given 5 business days to submit a response to the portion of the appeal that was approved and involves them. All responses will be forwarded by the Chair to all parties for review and comment.

The non-appealing party (if any) may also choose to raise a new ground for appeal at this time. If so, that will be reviewed to determine if it meets the grounds in this Policy by the Appeal Chair and either denied or approved. If approved, it will be forwarded to the party who initially requested an appeal, the Investigator(s) and/or original Decision-maker(s), as necessary, who will submit their responses in 5 business days, which will be circulated for review and comment by all parties.

Neither party may submit any new requests for appeal after this time period. The Appeal Chair will collect any additional information needed and all documentation regarding the approved grounds and the subsequent responses will be shared with the Appeal Panel, and the Chair/ Panel will render a decision in no more than 5 business days, barring exigent circumstances. All decisions are by majority vote and apply the preponderance of the evidence OR clear and convincing evidence standard.

A Notice of Appeal Outcome will be sent to all parties simultaneously including the decision on each approved ground and rationale for each decision. The Notice of Appeal Outcome will specify the finding on each ground for appeal, any specific instructions for remand or reconsideration, any sanctions that may result which Chowan University is permitted to share according to state or federal law, and the rationale supporting the essential findings to the extent Chowan University is permitted to share under state or federal law.

Notification will be made in writing and may be delivered by one or more of the following methods: in person, mailed to the local or permanent address of the parties as indicated in official institutional records, or emailed to the parties' Chowan University issued email or otherwise approved account. Once mailed, emailed and/or received in-person, notice will be presumptively delivered.

b. Sanctions Status During the Appeal

Any sanctions imposed as a result of the hearing are stayed during the appeal process. Supportive measures may be reinstated, subject to the same supportive measure procedures above.

If any of the sanctions are to be implemented immediately post-hearing, but pre-appeal, then emergency removal procedures (detailed above) for a hearing on the justification for doing so must be permitted within 48 hours of implementation.

c. Appeal Considerations

- Decisions on appeal are to be deferential to the original decision, making changes to the finding only when there is clear error and to the sanction(s)/responsive action(s) only if there is a compelling justification to do so.
- Appeals are not intended to provide for a full re-hearing (de novo) of the allegation(s). In most cases, appeals are confined to a review of the written documentation or record of the original hearing and pertinent documentation regarding the specific grounds for appeal.
- An appeal is not an opportunity for Appeal Decision-makers to substitute their judgment for that of the original Decision-maker(s) merely because they disagree with the finding and/or sanction(s).
- The Appeal Chair/Decision-maker(s) may consult with the Title IX Coordinator on questions of procedure or rationale, for clarification, if needed. Documentation of all such consultation will be maintained.
- Appeals granted based on new evidence should normally be remanded to the original Investigator(s) and/or Decision-maker(s) for reconsideration. Other appeals may be remanded at the discretion of the Title IX Coordinator or, in limited circumstances, decided on appeal.
- Once an appeal is decided, the outcome is final: further appeals are not permitted, even if a decision or sanction is changed on remand (except in the case of a new hearing). Option: When appeals results in no change to the finding or sanction, the decision is final. When an appeal results in a new finding or sanction, that finding or sanction can be appealed one final time on the grounds listed above and in accordance with these procedures.
- In rare cases where a procedural or substantive error cannot be cured by the original Decision-maker(s) (as in cases of bias), the appeal may order a new hearing with a new Decision-maker(s).
- The results of a remand to a Decision-maker(s) cannot be appealed. The results of a new hearing can be appealed, once, on any of the three available appeal grounds.
- In cases in which the appeal results in reinstatement to the Recipient or resumption of privileges, all reasonable attempts will be made to restore the Respondent to their prior status, recognizing that some opportunities lost may be irreparable in the short term.

Long-Term Remedies/Other Actions

Following the conclusion of the resolution process, and in addition to any sanctions implemented, the Title IX Coordinator may implement additional long-term remedies or actions with respect to the parties and/or the campus community that are intended to stop the sexual harassment and/or retaliation, remedy the effects, and prevent reoccurrence.

These remedies/actions may include, but are not limited to:

- Referral to counseling and health services
- Education to the individual and/or the community
- Permanent alteration of housing assignments
- Permanent alteration of work arrangements for employees
- Provision of campus safety escorts

- Climate surveys
- Policy modification and/or training
- Provision of transportation accommodations
- Implementation of long-term contact limitations between the parties
- Implementation of adjustments to academic deadlines, course schedules, etc.

At the discretion of the Title IX Coordinator, certain long-term support or measures may also be provided to the parties even if no policy violation is found.

When no policy violation is found, the Title IX Coordinator will address any remedies owed by the University to the Respondent to ensure no effective denial of educational access.

The University will maintain the privacy of any long-term remedies/actions/measures, provided privacy does not impair the University's ability to provide these services.

Failure to Comply with Sanctions and/or Interim and Long-term Remedies and/or Responsive Actions

All Respondents are expected to comply with the assigned sanctions, responsive actions, and/or corrective actions within the timeframe specified by the final Decision-maker(s) (including the Appeal Chair/Panel).

Failure to abide by the sanction(s)/action(s) imposed by the date specified, whether by refusal, neglect, or any other reason, may result in additional sanction(s)/action(s), including suspension, expulsion, and/or termination from Chowan University and may be noted on a student's official transcript.

A suspension will only be lifted when compliance is achieved to the satisfaction of the Title IX Coordinator.

PROCESS "B"

I. CHOWAN UNIVERSITY SEXUAL HARASSMENT AND SEXUAL MISCONDUCT GRIEVANCE PROCESS

Except in complaints of sexual harassment as defined by the 2020 Title IX Regulations, 34 CFR Part 106.45 and described under Process "A" of this policy, and meeting the Title IX Regulatory standards, the following general principles and procedures will govern this process consistent with the University's legal obligations for all allegations of sex-based harassment, sexual misconduct and sexual exploitation that are exempted from the Title IX Regulatory Standards. Cases involving a student respondent will be referred to the Vice President of Student Affairs who will apply the Code of Student Conduct for proceedings consistent with that policy and cases involving employees (faculty or staff) will be referred to the Office of Human Resources for resolution consistent with the employee process.

STANDARDS APPLIED TO ALL GRIEVANCE PROCESSES

All hearings will apply the following protocol

A. Sanctions (Applies to Process "A" or "B")

Factors considered when determining a sanction/responsive action may include, but are not limited to:

- The nature, severity of, and circumstances surrounding the violation(s)
- The Respondent's disciplinary history
- Previous allegations or allegations involving similar conduct
- The need for sanctions/responsive actions to bring an end to the sexual harassment and/or retaliation

- The need for sanctions/responsive actions to prevent the future recurrence of sexual harassment and/or retaliation
- The need to remedy the effects of the sexual harassment and/or retaliation on the Complainant and the community
- The impact on the parties
- Any other information deemed relevant by the appropriate process(s)

The sanctions will be implemented as soon as is feasible, either upon the outcome of any appeal or the expiration of the window to appeal without an appeal being requested.

The sanctions described in this policy are not exclusive of, and may be in addition to, other actions taken, or sanctions imposed by external authorities.

Student Sanctions The following are the usual sanctions that may be imposed upon students or organizations singly or in combination:

- **Warning:** A formal statement that the behavior was unacceptable and a warning that further infractions of any Chowan policy, procedure or directive will result in more severe sanctions/responsive actions.
- **Probation:** A written reprimand for violation of the Code of Student Conduct, providing for more severe disciplinary sanctions in the event that the student or organization is found in violation of any Chowan policy, procedure or directive within a specified period of time. Terms of the probation will be specified and may include denial of specified social privileges, exclusion from co-curricular activities, non-contact orders and/or other measures deemed appropriate.
- **Suspension:** Termination of student status for a definite period of time not to exceed two years, and/or until specific criteria are met. Students who return from suspension are automatically placed on probation through the remainder of their tenure at Chowan.
- **Expulsion:** Permanent termination of student status, revocation of rights to be on campus for any reason or attend Chowan-sponsored events.
- **Withholding Diploma:** Chowan may withhold a student's diploma for a specified period of time and/or deny a student participation in commencement activities if the student has a grievance pending, or as a sanction if the student is found responsible for an alleged violation. – **Revocation of Degree:** Chowan reserves the right to revoke a degree awarded from Chowan for fraud, misrepresentation or other violation of Chowan policies, procedures or directives in obtaining the degree, or for other serious violations committed by a student prior to graduation.
- **Organizational Sanctions:** Deactivation, de-recognition, loss of privileges for a specified period of time.
- **Other Actions:** In addition to or in place of the above sanctions, Chowan may assign any other sanctions as deemed appropriate.

Employee Sanctions – Responsive actions for an employee who has engaged in harassment, discrimination and/or retaliation include warning, required counseling, demotion, suspension with pay, suspension without pay and termination.

Failure to Complete Sanctions/Comply with Responsive Actions – All Respondents are expected to comply with conduct sanctions/responsive/corrective actions within the time frame specified by the Title IX Coordinator. Failure to follow through on conduct sanctions/responsive/corrective actions by the date

specified, whether by refusal, neglect or any other reason, may result in additional sanctions/responsive/corrective actions and/or suspension, expulsion and/or termination from Chowan and may be noted on a student's official transcript. A suspension will only be lifted when compliance is achieved to the satisfaction of the Title IX Coordinator.

B. Appeals

Both the complainant and the respondent have the right to appeal through either Process 'A' or Process "B". An appeal must be submitted in writing to the Title IX Coordinator within 5 calendar days after receiving notification of the outcome of the hearing. Appeals are limited to the following grounds:

Appeals are limited to the following grounds:

1. Procedural irregularity that affected the outcome of the matter.
 2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and
 3. The Title IX Coordinator, Investigator(s), or Community Standards Board had a conflict of interest or bias for or against Complainants or Respondents generally or the specific Complainant or Respondent that affected the outcome of the matter.
- Failure to appeal within the allotted time will render the original decision final and conclusive.
 - The appeal will be reviewed by a trained administrator appointed by the Title IX Coordinator.
 - Appeals will be decided upon the record of the original proceeding and upon written materials submitted by the parties.

The appeal officer reviewing an appeal may:

- Affirm the finding and the sanction imposed by the original board.
- Affirm the finding and modify, but not eliminate, the sanction if it is found to be disproportionate to the offense.
- Assign the case to a new hearing board to resolve procedural errors, or errors in interpretation of University regulations were so substantial as to effectively deny the participant a fair hearing, or if new and significant evidence became available which could not have been discovered by proper diligence before or during the original hearing. The board will be directed not to repeat the specified errors that caused the case to be reheard.

Deference shall be given to the determinations of the hearing board.

A Notice of Appeal Outcome will be sent to all parties simultaneously including the decision on each approved ground and rationale for each decision. The Notice of Appeal Outcome will specify the finding on each ground for appeal, any specific instructions for remand or reconsideration, any sanctions that may result which the University is permitted to share according to state or federal law, and the rationale supporting the essential findings to the extent the University is permitted to share under state or federal law.

Notification will be made in writing and may be delivered by one or more of the following methods: in person, mailed to the local or permanent address of the parties as indicated in official institutional

records, or emailed to the parties' University-issued email or otherwise approved account. Once mailed, emailed and/or received in-person, notice will be presumptively delivered.

Any sanctions imposed as a result of the hearing are stayed during the appeal process. Supportive measures may be reinstated, subject to the same supportive measure procedures above

Educational Programs in Preventing Sexual Assault

Chowan University provides educational opportunities and programs to faculty, staff and students throughout the academic year. New students are required to attend mandatory policy meetings every year. Student athletes are provide mandatory annual Title IX training each fall. Faculty and Staff are provided annual training through the Human Resources department. Other opportunities to learn about Sexual Assault, Domestic Violence, Dating Violence and Stalking are provided through student clubs/organizations as well as in the classroom and residence halls. This very guide will provide information in the following paragraphs how others can assist in prevent sexual assaults.

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) <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) <https://www.rainn.org/get-help/help-a-loved-one>
- Learn more about [how to respond](https://rainn.org/get-information/sexual-assault-recovery/respond-to-a-survivor) 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](http://preventionnavigator.rainn.org/review-a-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.

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 Begin the Healing: Resources for Victims, Bystanders, and Supporters is available through the Title IX website or provided upon notification to a CSA or the Title IX coordinator.

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. ECU Health 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, 3rd Floor Columns Building, (252)398-6528
 - f. Director of Human Resources, Thomas Hall (lower level) (252)398-3204

Preservation of Evidence

If you have experienced sexual assault or know someone that has, there are specific procedures you can follow to preserve evidence including completing a Rape Kit at ECU Health Roanoke-Chowan Hospital in Ahoskie.

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.

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.

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://cm.maxient.com/reportingform.php?ChowanUniv&layout_id=4.

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.

Dr. John Dilustro

3rd Floor Columns Building

252-398-6528 | dilusj@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
252-398-6268 | 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>

Local Resources

ECU Health 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 Begin the Healing: Resources for Victims, Bystanders, and Supporters is available through the Title IX website or provided upon notification to a CSA or the Title IX coordinator. Here is the link

- 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)398-6528 /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)398-6528
- 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)398-6528.
- 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)398-6528 /Residence Life (252)398-6237
- Employee job adjustments, Title IX Coordinator in conjunction with Director of Human Resources. Title IX Coordinator, (252)398-6528.

Time Limits, Promptness, and Decision Process

Time Limits on Reporting

There is no time limitation on providing notice/complaints to the Title IX Coordinator. However, if the Respondent is no longer subject to Chowan University's jurisdiction and/or significant time has passed, the ability to investigate, respond, and provide remedies may be more limited or impossible.

Acting on notice/complaints significantly impacted by the passage of time (including, but not limited to, the rescission or revision of policy) is at the discretion of the Title IX Coordinator, who may document allegations for future reference, offer supportive measures and/or remedies, and/or engage in informal or formal action, as appropriate.

When notice/complaint is affected by significant time delay, Chowan University will typically apply the policy in place at the time of the alleged misconduct and the procedures in place at the time of notice/complaint.

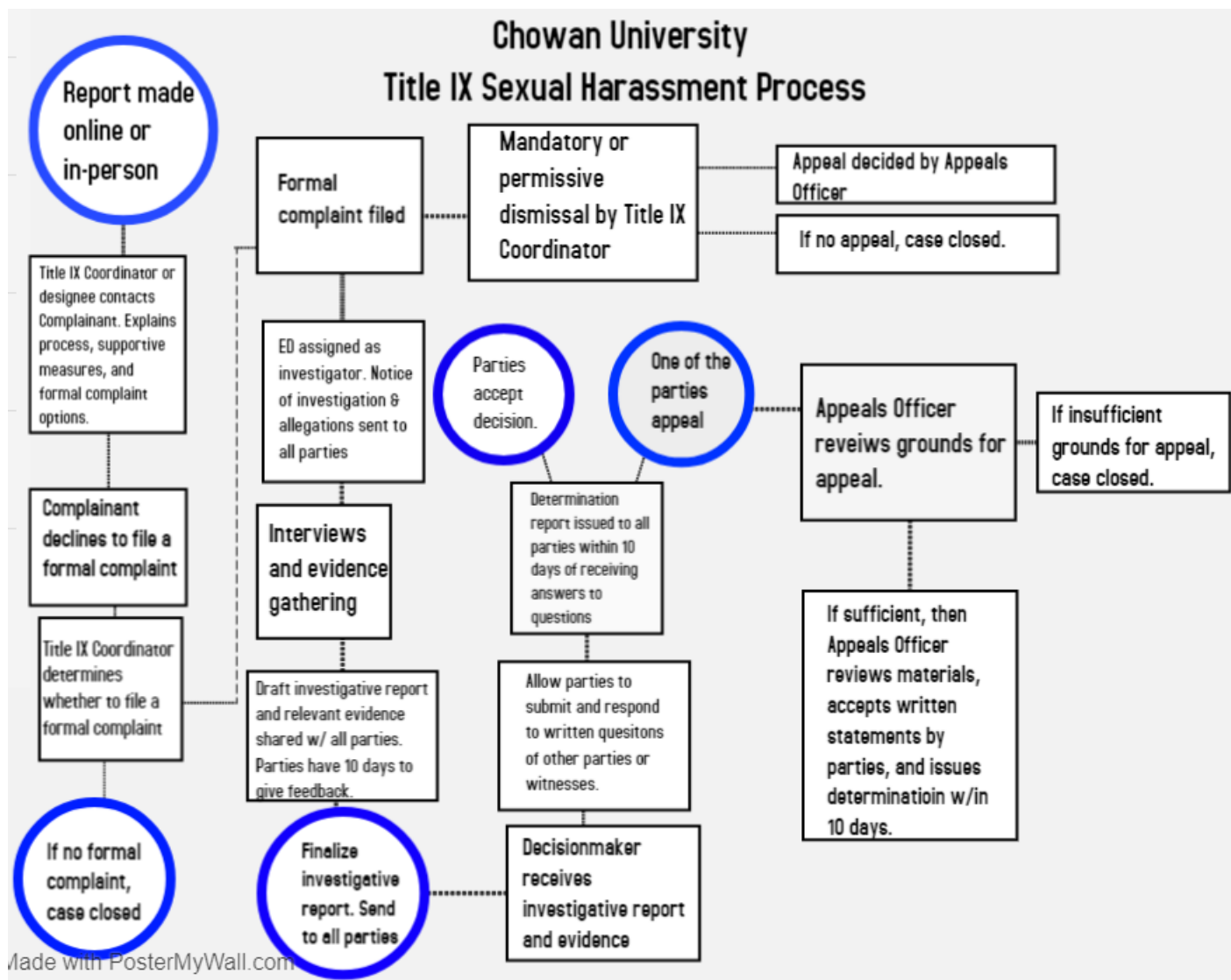
Promptness

All allegations are acted upon promptly by Chowan University once it has received notice or a formal complaint. Complaints can take 60-90 business days to resolve, typically. There are always exceptions and extenuating circumstances that can cause a resolution to take longer, but Chowan University will avoid all undue delays within its control.

Any time the general timeframes for resolution outlined in Chowan University procedures will be delayed, Chowan University will provide written notice to the parties of the delay, the cause of the delay, and an estimate of the anticipated additional time that will be needed as a result of the delay.

Decision Process

See Student Conduct Process for Sexual Misconduct Allegations below:



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%).

Victim/Complainant Remedies and Protective Measures

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.

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.

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.

Sex Offender Registry

Chowan University is not required to collect information on registered sex offenders for the Chowan community; however, the university does provide links to both the federal and state registries through the Annual Security Reports on an annual basis. The Annual Security Report is available to all.

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, <https://sexoffender.ncsbi.gov/>

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/>

<http://sexoffender.ncsbi.gov>

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

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 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.



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
 - **Valeria Day, 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		
	2019	2020	2021
	1	2	0

Criminal Offenses - On Campus- Chowan University Main Campus

Criminal Offense:	Total Occurrences On-Campus		
	2019	2020	2021
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Rape	3	3	2
Fondling	5	0	1
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	2	3	0
Aggravated assault	2	3	1
Burglary	7	7	6
Motor vehicle theft	2	0	1
Arson	1	0	0

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

Criminal Offense:	Total Occurrences Residence Halls		
	2019	2020	2021
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Rape	3	3	2
Fondling	4	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	1	3	0
Aggravated assault	2	2	0
Burglary	7	7	3
Motor vehicle theft	0	0	0
Arson	1	0	0

Criminal Offenses – Public Property - Chowan University Main Campus

Criminal Offense:	Total Occurrences Public Property		
	2019	2020	2021
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		
	2019	2020	2021
A. Illegal Weapon Possession	1	2	4
B. Drug Law Violations	10	28	11
C. Liquor Law Violations	2	0	0

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

Crime:	Number of Arrests-Residence Halls		
	2019	2020	2021
A. Illegal Weapon Possession	0	0	0
B. Drug Law Violations	5	22	6
C. Liquor Law Violations	0	0	0

Arrests – Public Property - Chowan University Main Campus

Crime:	Number of Arrests- Public Property		
	2019	2020	2021
A. Illegal Weapon Possession	0	0	2
B. Drug Law Violations	0	0	1
C. Liquor Law Violations	0	0	0

Disciplinary Actions – On Campus - Chowan University Main Campus

Crime:	Num. of Persons Referred for Disciplinary Actions		
	2019	2020	2021
A. Illegal Weapon Possession	4	13	15
B. Drug Law Violations	83	62	47
C. Liquor Law Violations	76	41	34

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

Crime:	Num. of Persons Referred for Disciplinary Actions		
	2019	2020	2021
A. Illegal Weapon Possession	3	5	10
B. Drug Law Violations	71	61	46
C. Liquor Law Violations	72	41	34

Disciplinary Actions – Public Property - Chowan University Main Campus

Crime:	Num. of Persons Referred for Disciplinary Actions		
	2019	2020	2021
A. Illegal Weapon Possession	0	0	0
B. Drug Law Violations	0	2	0
C. Liquor Law Violations	0	0	0

2021 Occurrence of Hate Crimes – On Campus Chowan University Main Campus
Category of Bias for crimes reported in 2021

Criminal Offense:								
	2021 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	1	0	0	0	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
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

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
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	0	0	0	0	0	0	0	0
SS. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0

2021 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 2021

Criminal Offense:									
	2021 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	1	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
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

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
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	0	0	0	0	0	0	0	0	0
RR. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

2021 Occurrence of Hate Crimes – Public Property - Chowan University Main Campus
Category of Bias for crimes reported in 2021

Criminal Offense:									
	2021 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 – 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
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

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
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		
	2019	2020	2021
A. Domestic Violence	0	0	0
B. Dating Violence	11	5	9
C. Stalking	0	0	1

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		
	2019	2020	2021
A. Domestic Violence	0	0	0
B. Dating Violence	8	4	8
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		
	2019	2020	2021
A. Domestic Violence	0	0	0
B. Dating Violence	0	0	0
C. Stalking	0	0	0

Halifax Community College Statement

Chowan University has, in the past, offered a limited number of courses to its Adult Degree Completion program students at Halifax Community College. During the 2019, 2020, and 2021 calendar years, Chowan University did not hold any classes at Halifax Community College, in Weldon, NC. Chowan University no longer holds classes or has an agreement to hold classes on the Campus of Halifax Community College.



CHOWAN
UNIVERSITY

2021 Fire Safety Report and Statistics

Housing Facilities

Number of Fires Chart

Residence Hall	Street Address	2019	2020	2021
Parker Hall	784 Union St.	1	1	0
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.	0	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.	0	1	0
Whites Crossing H	128 H Whites Crossing Dr.	0	1	0
Whites Crossing J	128 J Whites Crossing Dr.	0	0	0

2021 Fire Detail

No Fires during the 2021 calendar year.

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

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 2021
Parker Hall	X		X	X	X	2
Dunn Hall	X		X	X	X	2
Simons Hall	X		X	X	X	2
Mixon Hall	X		X	X	X	No Permanent Occupants during 2021
Belk Hall	X		X	X	X	2
Whites Crossing A	X	X	X	X		2
Whites Crossing B	X	X	X	X		2
Whites Crossing C	X	X	X	X		2
Whites Crossing D	X	X	X	X		2
Whites Crossing E	X	X	X	X		2
Whites Crossing F	X	X	X	X		2
Whites Crossing G	X	X	X	X		2
Whites Crossing H	X	X	X	X		2
Whites Crossing J	X	X	X	X		2

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 feet "Smoke Free Zone" of any University building entrance. 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
Admissions and Welcome House	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.



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](https://raveguardian.com)

The logo for the 988 Suicide & Crisis Lifeline is presented within a dark blue square. A white rectangular border is positioned inside the square, creating a frame. On the left side of this frame, there is a white vertical bar that is wider at the top and bottom and tapers in the middle. The text "988" is displayed in a large, bold, white sans-serif font at the top. Below it, the words "SUICIDE", "& CRISIS", and "LIFELINE" are stacked in a smaller, white, all-caps sans-serif font.

988

**SUICIDE
& CRISIS
LIFELINE**



EMERGENCY

911

NON-EMERGENCY

PUBLIC SAFETY • CAMPUS POLICE

252.398.1234