2025 ANNUAL SECURITY REPORT AND FIRE STATISTICS

CHOWAN UNIVERSITY

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Chowan University Annual Security Report and Fire Statistics for 2025

Published October 1, 2026

The Annual Security Report and Fire Statistics for 2025 is prepared to fulfill the requirements set forth by the Jeanne Clery Campus Safety 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 mandated, by federal law, to be published by October 1 for the previous year's statistics (ex. 2017 calendar year statistics are published on Oct. 1, 2018, and the 2018 calendar year statistics will be published by Oct. 1, 2019).

The Associate Vice President for Campus Life 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'.

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CHOWAN UNIVERSITY

Chowan University Public Safety

The Public Safety office is located at 110 Hawks Drive on the lower level of Penny Hall. The department provides public safety services to our university community. The campus police department is under the direction of the Director of Public Safety. Our Public Safety Officers enforce campus policy as well as serve the needs of the campus community. The Department of Public Safety works in conjunction with local municipal and county agencies to provide public safety services 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." ***Dennis Ball, Director of Public Safety***

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 the 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 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 can 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, 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 either the Apple Wallet, Google Wallet or Samsung Wallet. This mobile HawksCard greatly enhances safety as most people carry their mobile phones at all times. With this ease of use, users may tap their phone where the Mobile HawksCard 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 Transact 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 for situations where there was personal negligence. Students who lose their key are subject to a $75 lock change fee.

To promote a healthy educational and living environment, Resident Directors, 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)398-1226.

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 and collaborates with campus partners where needed. Our follow-up investigations strive to identify and adjudicate cases, recover stolen property, and encourage restitution, when possible.

Reporting of Criminal Offenses and Emergencies on Campus

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)
  - Resident Directors (Located in Whites Crossing, Simons, 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 Department of Public Safety aware of questionable/illegal activity, you may submit a form via the Internet. This form is transmitted to the Public Safety Department as a filtered email

message. No one can 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.

    - School Nurse
        - Joy Taylor, (252)398-6248 tayloj2@chowan.edu
    - Title IX
        - Dr. Joh Dilustre, 252-398-6528 titleix@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; (Director of Public Safety and Public Safety Officers);
- Campus Life Professional Staff members.
- Title IX Coordinator.
- Resident Directors and 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 webpage. 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 Campus Life 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 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, 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.

CHOWAN UNIVERSITY

Timely Warnings

Policies for Timely Warnings

Timely Warnings are issued when crimes or situations are reported to CSA's and 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 Campus Life Response Team and/or members of university administration. The Campus Life Response team is comprised of: Director of Public Safety, Associate Vice President for Campus Life, Director of Residence Life.

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 consider 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 Campus Life 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 loudspeaker 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. 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 Campus Life 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 Campus Life Response Team in collaboration with member or members of university administration is responsible for initiating CUHawkAlert.

- University Administration
    - President
    - Provost
    - Vice President for Business and Finance
    - Vice President for Advancement
    - Director of Human Resources
- Campus Life Response Team
    - Associate Vice President for Campus Life
    - Director of Public Safety
    - Director of Residence 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 as new students being involved in fire education programs during their orientation to the Chowan campus. Chowan University administration and Campus Life Response Team review the Critical Issues Management Plan on an annual basis. Camus Life Response Team members and University administrators meet with local emergency managers to discuss improvements to safety plans and emergency situations. The Director of Public Safety and the Associate VP for Campus Life are members of the Hertford County Local Emergency Preparedness Team that meet at least twice a year.

The Department of Public Safety documents each emergency system 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, e.g. 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 Division of Campus 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 Watermark, which is used by academics to report grades as concerns to stakeholders about any issue a student may be facing. Faculty and Staff can report to Public Safety staff and other student advocate personnel of student issues regarding 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 another student advocate.

During the Fall of 2019 Chowan University instituted the Chowan Care Team. The core team consists of the Associate VP for Campus Life, Director of Public Safety, Minister to the University, Student Navigator, Deputy Director of Athletics, Assistant Athletic Director of Sports Medicine, Dean of Accessibility Services, Director of Student Success and others key staff as 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.

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 Public Safety for a personal escort when you feel unsafe.

DO attend the 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 door 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 dark .....THINK!!!

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
- Student Government Association/Student Leadership Council
- Greek Organization Intake Meetings
- Residence Life Programming

Chowan University faculty and staff are provided with 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

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

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 affect 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 Campus Life shall be responsible for the administration of this policy as it pertains to the students at 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 Campus Life 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 provider's 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 Associate Vice President for Campus Life. 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 bongs, 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 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 tetrahydrocannabinol (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 several 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 like schizophrenia.

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

Hallucinogens

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

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

Inhalants

The immediate negative effects of inhalants (laughing gas, whippets) include nausea, sneezing, coughing, nosebleeds, fatigue, and lack of coordination and loss of appetite. Solvents and aerosol sprays also decrease heart and respiratory rates and impair judgment. Amyl and butyl nitrite cause rapid pulse, headaches and involuntary passing of urine and feces. Long-term use may result in hepatitis or brain

damage. Deeply inhaling the vapors or using large amounts over a short period of time may result in disorientation, violent behavior, unconsciousness, or death. High concentrations of inhalants can cause suffocation by displacing the oxygen in the lungs or by depressing the central nervous system to the point that breathing stops.

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

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

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

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

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

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

Where to go for help/community resources

Student Drug and Alcohol Assistance

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

Employee Drug and Alcohol Assistance

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

Community Resources

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

Integrated Family Services, PLLC
312 Academy St. S, Ste B
Ahoskie, NC 27910
(252)-209-0388
http://www.integratedfamilyservices.net/

Port Health Services
144-B Community College Rd.
Ahoskie, NC 27910
(252)-209-8932
https://www.porthealth.org/

Alcohol Addiction Center
https://alcoholaddictioncenter.org/

Get Smart About Drugs
https://www.getsmartaboutdrugs.gov/

Addiction Resource
https://addictionresource.com/

Start Your Recovery
https://startyourrecovery.org/

Nar-Anon Family Support Group
1st and 3rd Thursday at 7:00 pm
Gates County Community Center
130 US Hwy 158
Gatesville, NC 27938

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

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

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

NA Meetings
Tuesday – 8pm
St Thomas Episcopal Church Fellowship Hall
424 Church Street
Ahoskie, NC

Substance Abuse and Mental Health Services Administration (SAMHSA)
National Helpline 1-800-662-HELP (4357).
SAMHSA is a confidential, free, 24-hour-a-day, 365-day-a-year, information service, in English and Spanish, for individuals and family members facing mental and/or substance use disorders. This service provides referrals to local treatment facilities, support groups, and community-based organizations.

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

Trillium Health Resources Office
201 W. First Street
Greenville, NC 27858-1132
Crisis Hotline: 1-877-685-2415

Policy Distribution Requirements

On-Going Distribution Requirements:

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

- DAAPP Distribution to students:
  - incorporated in the annual student handbook.
  - made available on the Student Affairs section of the University website.
  - made available on the Student Affairs section of the University intranet (MyCU).
  - included in new student orientation programs to include dialog of awareness and comprehension.
  - included in start of term residential hall orientation/semester meetings to solicit understanding and feedback.

- formatted into an annual student-centric brochure distributed to residential students via their university assigned mailbox and sent to student home addresses of non-residential students; and
- e-mailed to all currently enrolled students per fall and spring academic semester.

- DAAP Distribution to employees:
  - incorporated in the annual faculty/staff (employee) handbook.
  - made available on the Human Resources section of the University website.
  - made available on the Human Resources section of the University intranet (MyCU).
  - included in new employee orientation programs to include dialog of awareness and comprehension.
  - formatted into an annual employee-centric brochure distributed to current employees via university mail system; AND
  - e-mailed to all current employees at the beginning of each fall/spring academic semester.

Required DAAPP Review:

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

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

- review of all sources (federal, state, and local) law/regulations which impacts directly or indirectly the University DAAPP to ensure continued compliance and to make necessary adjustment recommendations for university adoption;

- review the most current two academic years of drug and/or alcohol related University issues
  - to determine whether the cases were adjudicated consistently and fairly under the framework of the current DAAPP;
  - to investigate and report the effectiveness of the current DAAPP and recommend improvements to the University for adoption;
  - to determine whether new opportunities have arisen to offer students/employees with resources to strengthen the University 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

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; definitions for consent are part of presentation as well as information to reduce risk. The mandatory trainings for new student and athletes are provided by the Title IX Office in cooperation with our Title IX attorneys. Chowan University employees are provided annual training by the Human Resources office through their online training platform.

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.

CHOWAN UNIVERSITY

(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.

Resolution Process for Alleged Violations of Sex Discrimination, Sex-Based Harassment, and Retaliation

Overview

Chowan University (hereinafter "Chowan" or "University") will act on any notice, complaint, or knowledge of a potential violation of the Chowan Policy on Sex Discrimination, Sex-Based Harassment and Retaliation("the Policy") that the Title IX Coordinator or any other Mandated Reporter receives by applying the Resolution Process below.

The procedures below apply to all allegations of discrimination on the basis of an actual or perceived protected characteristic, harassment, retaliation, or Other Prohibited Conduct involving students, employees, or third parties.

Notice/Complaint

Upon receipt of notice, a complaint, or knowledge of an alleged Policy violation, the Title IX Coordinator will initiate a prompt initial evaluation to determine the University's next steps. The Title IX Coordinator will contact the Complainant/source of the Notice to offer supportive measures, provide information regarding resolution options, and determine how they wish to proceed.

Collateral Misconduct

Collateral misconduct is defined to include potential violations of other University policies not incorporated into the Chowan Policy on Sex Discrimination, Sex-Based Harassment and Retaliation that occur in conjunction with alleged violations of the Policy, or that arise through the course of the investigation, for which it makes sense to provide one resolution for all

allegations. Thus, the collateral allegations may be charged along with potential violations of the Policy, to be resolved jointly under these Procedures. In such circumstances, the Title IX Coordinator may consult with University officials who typically oversee such conduct (e.g., human resources, student conduct, academic affairs) to solicit their input as needed on what charges should be filed, but the exercise of collateral charges under these procedures is within the discretion of Title IX Coordinator. All other allegations of misconduct unrelated to incidents covered by the Policy will typically be addressed separately through procedures described in the student, faculty, and staff handbooks.

Initial Evaluation

The Title IX Coordinator conducts an initial evaluation, typically within seven (7) business days of receiving Notice/Complaint/Knowledge of alleged misconduct.[1] The initial evaluation typically includes:

- Assessing whether the reported conduct may reasonably constitute a violation of the Policy.
    - If the conduct may not reasonably constitute a violation of the Policy, the matter is typically dismissed from this process, consistent with the dismissal provision in these procedures. It may then be referred to another process, if applicable.
- Determining whether Chowan has jurisdiction over the reported conduct, as defined in the Policy.
    - If the conduct is not within University jurisdiction, the matter is typically dismissed from this process, consistent with the dismissal provision in these procedures. If applicable, the conduct will be referred to the appropriate University office for resolution.
- Offering and coordinating supportive measures for the Complainant.
- Offering and coordinating supportive measures for the Respondent, as applicable.
- Notifying the Complainant, or the person who reported the allegation(s), of the available resolution options, including a supportive and remedial response, an Informal Resolution option, or the Resolution Process described below.
- Determining whether the Complainant wishes to initiate a Complaint.
- Notifying the Respondent of the available resolution options , including a supportive and remedial response, an Informal Resolution option, or the Resolution Process described below, if a Complaint is made.

Helping a Complainant to Understand Resolution Options

If the Complainant indicates they wish to initiate a Complaint (in a manner that can reasonably be construed as reflecting intent to make a Complaint), the Title IX Coordinator

will help to facilitate the Complaint, which will include working with the Complainant to determine whether the Complainant wishes to pursue one of three resolution options:

- a supportive and remedial response, and/or
- Informal Resolution, or
- the Resolution Process described below.

The Title IX Coordinator will seek to abide by the wishes of the Complainant but may have to take an alternative approach depending on their analysis of the situation.

[1] *If circumstances require, the Title IX Coordinator will designate another person to oversee the Resolution Process should an allegation be made about the Title IX Coordinator or the Title IX Coordinator be otherwise unavailable, unable to fulfill their duties, or have a conflict of interest.*

If the Complainant elects for the Resolution Process below, and the Title IX Coordinator has determined the Policy applies and that the University has jurisdiction, they will provide the Parties with a Notice of Investigation and Allegation(s) and will initiate an investigation consistent with these Procedures.

If any Party indicates (either verbally or in writing) that they want to pursue an Informal Resolution option, the Title IX Coordinator will assess whether the matter is suitable for Informal Resolution and refer the matter accordingly.

If the Complainant indicates (either verbally or in writing) that they do not want any action taken, no Resolution Process will be initiated (unless deemed necessary by the Title IX Coordinator), though the Complainant can elect to initiate one later, if desired.

Title IX Coordinator Authority to Initiate a Complaint

If the Complainant does not wish to file a Complaint, the Title IX Coordinator, who has ultimate discretion as to whether a Complaint is initiated, will offer supportive measures and determine whether to initiate a Complaint themselves. To make this determination, the Title IX Coordinator will evaluate that request to determine if there is a serious and imminent threat to someone's safety or if the University cannot ensure equal access without initiating a Complaint. The Title IX Coordinator will consider the following non-exhaustive factors to determine whether to file a Complaint:

- The Complainant's request not to initiate a Complaint.
- The Complainant's reasonable safety concerns regarding initiating a Complaint.
- The risk that additional acts of discrimination would occur if a Complaint were not initiated.
- The severity of the alleged discrimination, including whether the discrimination, if established, would require the removal of a Respondent from campus or imposition of another disciplinary sanction to end the discrimination and prevent its

recurrence.

- The age and relationship of the Parties, including whether the Respondent is a University employee;
- The scope of the alleged discrimination, including information suggesting a pattern, ongoing discrimination, or discrimination alleged to have impacted multiple individuals;
- The availability of evidence to assist a Decision-maker in determining whether discrimination occurred;
- Whether the University could end the alleged discrimination and prevent its recurrence without initiating its resolution process.

If deemed necessary, the Title IX Coordinator may consult with appropriate University employees to aid their determination whether to initiate a Complaint.

When the Title IX Coordinator initiates a Complaint, they do not become the Complainant. The Complainant is the person who experienced the alleged conduct that could constitute a violation of this Policy.

Dismissal

The University **may** dismiss a Complaint if, at any time during the investigation or Resolution Process, one or more of the following grounds are met:

1) The University is unable to identify the Respondent after taking reasonable steps to do so.
2) The University no longer enrolls or employs the Respondent.
3) A Complainant voluntarily withdraws any or all of the allegations in the Complaint, and the Title IX Coordinator declines to initiate a Complaint.
4) The University determines the conduct alleged in the Complaint would not constitute a Policy violation, if proven

A Decision-maker can recommend dismissal to the Title IX Coordinator if they believe the grounds are met. A Complainant who decides to withdraw a Complaint may later request to reinstate or refile it.

Upon any dismissal, the University will promptly send the Complainant written notification of the dismissal and the rationale for doing so. If the dismissal occurs after the Respondent has been made aware of the allegations, the University will also notify the Respondent of the dismissal.

This dismissal decision is appealable by any party.

Appeal of Dismissal

The Complainant may appeal a dismissal of their Complaint. The Respondent may also appeal the dismissal of the Complaint if dismissal occurs after the Respondent has been made aware of the allegations. All dismissal appeal requests must be filed within three (3) business days of the notification of the dismissal.

The Title IX Coordinator will notify the Parties of any appeal of the dismissal. If, however, the Complainant appeals, but the Respondent was not notified of the Complaint, the Title IX Coordinator must then provide the Respondent with a NOIA and will notify the Respondent of the Complainant's appeal with an opportunity to respond.

Throughout the dismissal appeal process, the University will:

- Implement dismissal appeal procedures equally for the Parties.
- Assign a trained Dismissal Appeal Officer who did not take part in an investigation of the allegations or dismissal of the Complaint.
- Provide the Parties a reasonable and equal opportunity to make a statement in support of, or challenging, the dismissal.
- Notify the Parties of the result of the appeal and the rationale for the

result. The grounds for dismissal appeals are limited to:

1) Procedural irregularity that would change the outcome.
2) New evidence that would change the outcome and that was not reasonably available when the dismissal was decided.
3) The Title IX Coordinator, Investigator, or Decision-maker had a conflict of interest or bias for or against complainants or respondents generally or the individual Complainant or Respondent that would change the outcome.

The appeal should specify at least one of the grounds above and provide any reasons or supporting evidence for why the ground is met. Upon receipt of a written dismissal appeal request from one or more Parties, the Title IX Coordinator will share the petition with all other Parties and provide three (3) business days for other Parties and the Title IX Coordinator to respond to the request. At the conclusion of the response period, the Title IX Coordinator will forward the appeal, as well as any response provided by the other Parties and/or the Title IX Coordinator to the Dismissal Appeal Officer for consideration.

If the Request for Appeal does not provide information that meets the grounds in this Policy, the Dismissal Appeal Officer will deny the request, and the Parties, their Advisors, and the Title IX Coordinator will be notified in writing of the denial and the rationale.

If any of the asserted grounds in the appeal satisfy the grounds described in this Policy, then

the Dismissal Appeal Officer will notify all Parties and their Advisors, and the Title IX Coordinator, of their decision and rationale in writing. The effect will be to reinstate the Complaint.

In most circumstances, appeals are confined to a review of the written documentation or record of the original determination and pertinent documentation regarding the specific appeal grounds. The Dismissal Appeal Officer has seven (7) business days to review and decide on the appeal, though extensions can be granted at the Title IX Coordinator's discretion, and the Parties will be notified of any extension.

Appeal decisions are deferential to the original determination, making changes only if there is a compelling justification to do so.

The Dismissal Appeal Officer may consult with the Title IX Coordinator and/or legal counsel on questions of procedure or rationale for clarification, if needed. The Title IX Coordinator will maintain documentation of all such consultations.

Emergency Removal/Interim Suspension of a Student

The University may emergency remove a student accused of Sex Discrimination or Sex-based Harassment upon receipt of Notice/Knowledge, a Complaint, or at any time during the Resolution Process. Prior to an emergency removal, the University will conduct an individualized risk assessment and may remove the student if that assessment determines that an imminent and serious threat to the health or safety of a Complainant or any students, employees, or other persons arising from the allegations of sex discrimination justifies such action. Students accused of other forms of discrimination (not sex) are subject to interim suspension, which can be imposed for safety reasons.

When an emergency removal or interim suspension is imposed, wholly or partially, the affected student will be notified of the action, which will include a written rationale, and the option to challenge the emergency removal or interim suspension within two (2) business days of the notification. Upon receipt of a challenge, the Title IX Coordinator will meet with the student (and their Advisor, if desired) as soon as reasonably possible thereafter to allow them to show cause why the removal/action should not be implemented or should be modified.

This meeting is not a hearing on the merits of the allegation(s), but rather is an administrative process intended to determine solely whether the emergency removal or interim suspension is appropriate, should be modified, or lifted. When this meeting is not requested within two (2) business days, objections to the emergency removal or interim suspension will be deemed waived. A student can later request a meeting to show why they are no longer an imminent and serious threat because conditions related to imminence or seriousness have changed. A Complainant and their Advisor may be permitted to participate in this meeting if the Title IX

Coordinator determines it is equitable for them to do so.

The Respondent may provide information, including expert reports, witness statements, communications, or other documentation for consideration prior to or during the meeting. When applicable, a Complainant may provide information to the Title IX Coordinator for review.

An emergency removal or interim suspension may be affirmed, modified, or lifted as a result of a requested review or as new information becomes available. The Title IX Coordinator will communicate the final decision in writing, typically within three business days of the review meeting.

Placing an Employee on Leave

When the Respondent is an employee, or a student employee accused of misconduct in the course of their employment, the Progressive Discipline Policy in the Chowan University Employee Handbook shall be followed.

Countercomplaints

The University is obligated to ensure that the Resolution Process is not abused for retaliatory purposes. Although the University permits the filing of countercomplaints, the Title IX Coordinator will use an initial evaluation, described above, to assess whether the allegations in the countercomplaint are made in good faith. When countercomplaints are not made in good faith, they will not be permitted. They will be considered potentially retaliatory and may constitute a violation of the Policy.

Counter complaints determined to have been reported in good faith will be processed using the Resolution Process below. At the Title IX Coordinator's discretion, investigation of such claims may take place concurrently or after resolution of the underlying initial Complaint.

Advisors in the Resolution Process

Who Can Serve as an Advisor

The Parties may each have an Advisor (friend, mentor, family member, attorney, or any other individual a party chooses) present with them for all meetings, interviews, and hearings within the Resolution Process, including intake. The Parties may select whomever they wish to serve as their Advisor as long as the Advisor is eligible and available.[2]

The Title IX Coordinator will offer to assign an Advisor to any party if the party chooses. If the Parties choose an Advisor from the pool available from the University and the University will familiarize the Advisor of the Policy and Process.

The University cannot guarantee equal Advisory rights, meaning that if one party selects an Advisor who is an attorney, but the other party does not, or cannot afford an attorney, the University is not obligated to provide an attorney to advise that party

A party may elect to change Advisors during the process and is not obligated to use the same Advisor throughout. Parties are expected to provide the Title IX Coordinator with timely notification if they change Advisors. If a party changes Advisors, consent to share information with the previous Advisor is assumed to be terminated, and a release for the new Advisor must be submitted.

The University may permit Parties to have more than one Advisor, or an Advisor and a support person, upon special request to the Title IX Coordinator. The decision to grant this request is at

[2] *"Available" means the party cannot insist on an Advisor who simply doesn't have inclination, time, or availability. The Advisor cannot have institutionally conflicting roles, such as being a Title IX Coordinator who has an active role in the matter, or a supervisor who must monitor and implement sanctions. Additionally, choosing an Advisor who is also a witness in the process creates potential for bias and conflicts 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 Decision-maker(s).*

the Title IX Coordinator's sole discretion and will be granted equitably to all Parties.

If a party requests that all communication be made through their attorney Advisor instead of to the party, the University will comply with that request or refuse that request at the discretion of the Title IX Coordinator or agree to copy both the party and their Advisor on all communications.

Advisors appointed by the institution cannot be Confidential Employees, and although they will not be asked to disclose details of their interactions with their advisees to institutional officials or Decision-makers absent an emergency, they are still reminded of their Mandated Reporter responsibilities.

Advisor's Role in the Resolution Process

Advisors should help the Parties to prepare for each meeting and are expected to advise ethically, with integrity, and in good faith. Advisors may not provide testimony or speak on behalf of their advisee unless given specific permission to do so.

The Parties are expected to ask and respond to questions on their own behalf throughout the Resolution Process. Although the Advisor generally may not speak on behalf of their advisee, the Advisor may consult with their advisee, either privately as needed, or by conferring or passing notes during any Resolution Process meeting or interview. For longer or more involved discussions, the Parties and their Advisors should ask for breaks to allow for private consultation.

Records Shared with Advisors

Advisors are entitled to the same opportunity as their advisee to access relevant evidence,

and/or the same written investigation report that accurately summarizes this evidence.

Advisors are expected to maintain the confidentiality of the records the University shares with them, per the Policy addressing Confidentiality. Advisors may not disclose any University work product or evidence the University obtained solely through the Resolution Process for any purpose not explicitly authorized by University. process or who fails to abide by the University's confidentiality expectations.

Accordingly, Advisors will be asked to sign Non-Disclosure Agreements (NDAs). The University may decline to share materials with any Advisor who has not executed the NDA.

Advisor Expectations

The University generally expects an Advisor to adjust their schedule to allow them to attend University meetings/interviews/hearings when planned, but the University may change scheduled meetings/interviews/hearings to accommodate an Advisor's inability to attend, if doing so does not cause an unreasonable delay.

The University may also make reasonable provisions to allow an Advisor who cannot be present in person to attend a meeting/interview/hearing by telephone, video conferencing, or other similar technologies.

All Advisors are subject to the same University policies and procedures, whether they are attorneys or not, and whether they are selected by a party or appointed by the University. Advisors are expected to advise without disrupting proceedings.

Advisor Policy Violations

Any Advisor who oversteps their role as defined by the Policy, who shares information or evidence in a manner inconsistent with the Policy, or who refuses to comply with the University's established rules of decorum will be warned. If the Advisor continues to disrupt or otherwise fails to respect the limits of the Advisor role, the meeting/interview/hearing may be ended, or other appropriate measures implemented, including the University requiring the party to use a different Advisor or providing a different University-appointed Advisor. Subsequently, the Title IX Coordinator will determine how to address the Advisor's non-compliance and future role.

Accommodation and Support During Resolution Process

Disability Accommodations

The University is committed to providing reasonable accommodation and support to qualified students, employees, or others with disabilities to ensure equal access to the University's Resolution Process.

Anyone needing such accommodation or support should contact the Title IX Coordinator, who will work with the disability support office as appropriate to review the request and, in consultation with the person

requesting the accommodation, determine which accommodations are appropriate and necessary for full process participation.

Other Support

The University will also address reasonable requests for support for the Parties and witnesses, including:

Language services/Interpreters

Access and training regarding use of technology throughout the Resolution Process

Other support as deemed reasonable and necessary to facilitate participation in the Resolution Process

Notice of Investigation and Allegations (NOIA)

Prior to an investigation, the Title IX Coordinator will provide the Parties with a detailed written NOIA. Amendments and updates to the NOIA may be made as the investigation progresses and more information becomes available regarding the addition or dismissal of various allegations. For climate/culture investigations that do not have an identifiable Respondent, the NOIA will be sent to the department/office/program head for the area/program being investigated.

The NOIA typically includes:

- A meaningful summary of all 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/offenses implicated
- A description of, link to, or copy of the applicable procedures
- A statement that the Parties are entitled to an equal opportunity to access the relevant and not otherwise impermissible evidence
- The name(s) of the Investigator(s), along with a process to notify the Title IX Coordinator of any conflict of interest that the Investigator(s) may have in advance of the interview process,
- 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 during the review and comment period to inspect and review all relevant evidence
- A statement that retaliation is prohibited

- Information about the confidentiality of the process, including that the Parties and their Advisors (if applicable) may not share University work product obtained through the Resolution Process
- A statement that the Parties may have an Advisor of their choice who may accompany them through all steps of the Resolution Process
- 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 a party may request disability accommodation or other support assistance during the Resolution Process
    - A link to the University's VAWA Brochure Begin the Healing: Resources for Victims, Bystanders and Supporters. https://www.chowan.edu/wp-content/uploads/2024/08/Begin-the-Healing-Resources-for-Victims-Bystanders-and-Supporters-8-5-2024.pdf

An instruction to preserve any evidence that is directly related to the allegations
Notification will be made in writing and may be delivered by one or more of the following methods: in person, mailed to the Parties' local or permanent address(es) 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, the notification will be presumptively delivered.

Resolution Timeline

The University will make a good faith effort to complete the Resolution Process within sixty to ninety (60-90) business days, including any appeals, which the Title IX Coordinator can extend as necessary for appropriate cause. The Parties will receive regular updates on the progress of the Resolution Process, as well as notification and a rationale for any extensions or delays, and an estimate of how much additional time will be needed to complete the process.

Investigations are completed expeditiously, normally within sixty (60) business days, though some investigations may take longer, depending on issues such as the nature, extent, and complexity of the allegations, witness availability, law enforcement involvement, and other factors.

If a party or witness chooses not to participate in the Resolution Process or becomes unresponsive, the University reserves the right to continue it without their participation to ensure a prompt resolution. Non-participatory or unresponsive Parties retain the rights outlined in this Policy and the opportunity to participate in the Resolution Process.

The University may undertake a short delay in its investigation (several days to a few weeks) if circumstances require. Such circumstances include but are not limited to a request from law enforcement to temporarily delay the investigation, the need for language assistance, the absence of Parties and/or witnesses, and/or health conditions. The University will promptly resume its Resolution Process as soon as feasible. During such a delay, University will implement and maintain supportive measures for the Parties as deemed appropriate.

University action(s) or processes are not typically altered or precluded on the grounds that civil or criminal charges involving the underlying incident(s) have been filed or that criminal charges have been dismissed or reduced.

The University will make a good faith effort to complete the Resolution Process as promptly as circumstances permit and will regularly communicate with the Parties to update them on the progress and timing of the process.

Witness Role and Participation in Investigation

Employees (not including Complainant and Respondent) are required to cooperate with and participate in the University's investigation and Resolution Process. Student witnesses and witnesses from outside the University community cannot be required to participate but are encouraged to cooperate with university investigations and to share what they know about a Complaint.

Interviews may be conducted in person, via online video platforms (e.g., Zoom, Microsoft Teams, FaceTime, Google Meet), or, in limited circumstances, by telephone. The University will take appropriate steps to ensure the security/privacy of remote interviews.

Parties and witnesses may also provide written statements in lieu of interviews or choose to respond to written questions, if deemed appropriate by the Investigator(s), though not preferred.

Interview Recording

It is standard practice for Investigators to create record of all interviews pertaining to the Resolution Process. The Parties may review copies of their own interviews upon request. No unauthorized audio or video recording of any kind is permitted during investigation meetings.

All interviews are recorded, and all involved people should be made aware of the audio and/or video recording. The recording and/or transcript of those meetings will be provided to the Parties for their review, after which the Parties may pose additional questions to each other. Those subsequent meetings or interviews are also recorded and/or transcribed and shared with the Parties.

Evidentiary Considerations

The Investigator(s) and the Decision-maker(s) will only consider evidence that is deemed relevant and not otherwise impermissible.

Relevant Evidence is that which may aid in determining whether the allegation occurred, or whether the behavior constitutes a violation of Policy.

Impermissible evidence is defined as evidence that relates to the Complainant's sexual interests or prior sexual conduct, unless 1) evidence about the Complainant's prior sexual conduct is offered to prove that someone other than the Respondent committed the alleged conduct, or 2) is evidence about specific incidents of the Complainant's prior sexual conduct with the Respondent that is offered to prove consent.

The fact of prior consensual sexual conduct occurred between the Complainant and Respondent does not by itself demonstrate or imply the Complainant's consent or preclude a determination that sex-based harassment occurred.

Previous disciplinary action of any kind involving the Respondent may not be considered unless there is an allegation of a pattern of misconduct. Such information may also be considered in determining an appropriate sanction upon a determination of responsibility. Barring a pattern allegation, this information is only considered at the sanction stage of the process and is not shared until then.

Within the limitations stated above, the investigation and determination can consider character evidence, if offered, but that evidence is unlikely to be relevant unless it is fact evidence or relates to a pattern of conduct.

Investigation

All investigations are adequate, thorough, reliable, impartial, prompt, and fair. They involve interviewing all relevant Parties and witnesses, obtaining relevant evidence, and identifying sources of expert information, as necessary.

After an interview, Parties and witnesses will be asked to verify the accuracy of the recording, transcript, or summary of their interview. They may submit changes, edits, or clarifications. If the Parties or witnesses do not respond within the time period designated for verification, objections to the accuracy of the recording, transcript, or summary will be deemed to have been waived, and no changes will be permitted.

The University may consolidate Complaints against more than one Respondent, or by more than one Complainant against one or more Respondents, when the allegations arise from the same facts or circumstances or implicate a pattern, collusion, and/or other shared or similar actions.

The Investigator(s) typically take(s) the following steps, if not already completed and not necessarily in this order:

- Determine the identity and contact information of the Complainant.
- Identify all offenses implicated by the alleged misconduct and notify the Complainant and Respondent of all specific policies implicated.
- Assist the Title IX Coordinator, if needed, with conducting a prompt initial evaluation to determine if the allegations indicate a potential Policy violation.
- Work with the Title IX Coordinator, as necessary, to prepare the initial NOIA. The NOIA may be amended with any additional or dismissed allegations.
- Commence a thorough, reliable, and impartial investigation by identifying issues and developing a strategic investigation plan, including a witness list, evidence list, intended investigation timeframe, and order of interviews for the Parties and witnesses.
- When participation of a party is expected, provide that party with written notification of the date, time, and location of the meeting, as well as the expected participants and purpose.
- Make good faith efforts to notify each party of any meeting or interview involving another party, in advance when possible.
- Interview the Complainant and the Respondent and conduct any necessary follow-up interviews with each.
- Interview all available, relevant witnesses and conduct follow-up interviews as necessary.
- Provide each interviewed party and witness an opportunity to review and verify the Investigator's summary notes (or transcript or recording) of the relevant evidence/testimony from their respective interviews and meetings.
- Allow each party the opportunity to suggest witnesses and questions they wish the Investigator(s) to ask of another party and/or witnesses. Document which questions were asked with a rationale for any changes or omissions in the investigation report.
- Where possible, complete the investigation promptly and without unreasonable deviation from the intended timeline.
- Provide the Parties with regular status updates throughout the investigation.
- Prior to the conclusion of the investigation, provide the Parties and their respective Advisors with a list of witnesses whose information will be used to render a finding.

- Ask the Parties to provide a list of questions they would like asked of the other party or any witnesses. The Investigator will ask those questions deemed relevant, and for any question deemed not relevant, will provide a rationale for not asking the question.
- Write a draft investigation report that gathers, assesses, and synthesizes the evidence, accurately summarizes the investigation and party and witness interviews, and provides all relevant evidence.
- Provide the Parties and their respective Advisors an electronic copy of the draft investigation report as well as an opportunity to inspect and review all relevant evidence obtained as part of the investigation for a review and comment period of ten
  (10) business days so that each party may meaningfully respond to the evidence. The Parties may elect to waive all or part of the review period.
- The Investigator may share the investigation report with the Title IX Coordinator and/or legal counsel for their review and feedback.

Withdrawal or Resignation Before Complaint Resolution

Students

Should a student Respondent decide not to participate in the Resolution Process, the process proceeds absent their participation to a reasonable resolution. If a student Respondent withdraws from the University, the Resolution Process may continue, or the Title IX Coordinator may exercise their discretion to dismiss the Complaint. If the Complaint is dismissed, the University will still provide reasonable supportive or remedial measures as deemed necessary to address safety and/or remedy any ongoing effects of the alleged harassment, discrimination, and/or retaliation.

Regardless of whether the Complaint is dismissed or pursued to completion of the Resolution Process, the University will continue to address and remedy any systemic issues or concerns that may have contributed to the alleged violation(s), and any ongoing effects of the alleged discrimination, harassment, and/or retaliation.

When a student withdraws or leaves while the process is pending, the student may not return to the University in any capacity until the Complaint is resolved and any sanctions imposed are satisfied. If the student indicates they will not return, the Title IX Coordinator has discretion to dismiss the Complaint. The appropriate records office may be notified, accordingly.

If the student Respondent takes a leave for a specified period of time (e.g., one semester or

term), the Resolution Process may continue remotely. If found in violation, that student is not permitted to return to university unless and until all sanctions, if any, have been satisfied.

Employees

Should an employee Respondent decide not to participate in the Resolution Process, the process proceeds absent their participation to a reasonable resolution. If an employee Respondent leaves their employment with the University with unresolved allegations pending, the Resolution Process may continue, or the Title IX Coordinator may exercise their discretion to dismiss the Complaint. If the Complaint is dismissed, the University may still provide reasonable supportive or remedial measures as deemed necessary to address safety and/or remedy any ongoing effects of the alleged discrimination, harassment, and/or retaliation.

When an employee resigns and the Complaint is dismissed, the employee may not return to the University in any capacity. The appropriate records office and the Human Resources Office will be notified, accordingly. A note will be placed in the employee's file that they resigned with allegations pending and are not eligible for academic admission or rehire with the University. The records retained by the Title IX Coordinator will reflect that status.

Resolution Options

This Resolution Process, consisting of Informal Resolution or Hearing Resolution, is the University's chosen approach to addressing all forms of discrimination on the basis of protected characteristics, harassment, retaliation, and Other Prohibited Conduct under the Policy. The process considers the Parties' preferences but is ultimately determined at the Title IX Coordinator's discretion.

Resolution proceedings are confidential. All individuals present at any time during the Resolution Process are expected to maintain the confidentiality of the proceedings in accordance with University Policy.

Informal Resolution

To initiate Informal Resolution, a Complainant or Respondent may make such a request to the Title IX Coordinator at any time prior to a final determination, or the Title IX Coordinator may offer the option to the Parties, in writing. The University will obtain voluntary, written confirmation that all Parties wish to resolve the matter through Informal Resolution before proceeding and will not pressure the Parties to participate in Informal Resolution.

Before initiation of an Informal Resolution process, University will provide the Parties with a NOIA that explains:

- The allegations.
- The requirements of the Informal Resolution process.
- That, prior to agreeing to a resolution, any party has the right to withdraw from the Informal Resolution process and to initiate or resume the University's Resolution Process.
- That the Parties' agreement to a resolution at the conclusion of the Informal Resolution process will preclude the Parties from initiating or resuming the Resolution Process arising from the same allegations.
- The potential terms that may be requested or offered in an Informal Resolution agreement including notification that an Informal Resolution agreement is binding only on the Parties.
- What information the University will maintain, and whether and how it could disclose such information for use in its Resolution Process.

University offers four categories of Informal Resolution:

1) **Supportive Resolution**. When the Title IX Coordinator can resolve the matter informally by providing supportive measures (only) designed to remedy the situation.

2) **Educational Conversation**. When the Title IX Coordinator can resolve the matter informally by having a conversation with the Respondent to discuss the Complainant's concerns and institutional expectations or can accompany the Complainant in their desire to confront the conduct.

3) **Accepted Responsibility**. When the Respondent is willing to accept responsibility for violating Policy and is willing to agree to actions that will be enforced similarly to sanctions, and the Complainant(s) and the University are agreeable to the resolution terms.

4) **Alternative Resolution**. When the Parties agree to resolve the matter through an alternative resolution mechanism (which could include, but is not limited to, mediation, shuttle negotiation, restorative practices, facilitated dialogue, etc.), as described below.

The individual facilitating an Informal Resolution must be trained and cannot be the Investigator, Decision-maker, or Appeal Decision-maker in order to avoid a conflict of interest.

It is not necessary to pursue Informal Resolution first in order to pursue a Hearing Resolution Process. Any party participating in Informal Resolution can withdraw from the Informal Resolution Process at any time and initiate or resume the Hearing Resolution Process.

The Parties may agree, as a condition of engaging in Informal Resolution, on what statements

made or evidence shared during the Informal Resolution process will not be considered in the Hearing Process, should Informal Resolution not be successful, unless agreed to by all Parties.

If an investigation is already underway, the Title IX Coordinator has discretion to determine if an investigation will be paused, if it will be limited, or if it will continue during the Informal Resolution process.

Categories of Informal Resolution

Supportive Resolution

The Title IX Coordinator will meet with the Complainant to determine reasonable supportive measures that are designed to restore or preserve the Complainant's access to the University's education program and activity. Such measures can be modified as the Complainant's needs evolve over time or circumstances change. If the Respondent has received the NOIA, the Title IX Coordinator may also provide reasonable supportive measures for the Respondent as deemed appropriate. This option is available when the Complainant does not want to engage the other resolution options, and the Title IX Coordinator does not initiate a Complaint.

Educational Conversation

The Complainant(s) may request that the Title IX Coordinator address their allegations by meeting (with or without the Complainant) with the Respondent(s) to discuss concerning behavior and institutional policies and expectations. Such a conversation is non-disciplinary and non-punitive. Respondent(s) are not required to attend such meetings, nor are they compelled to provide any information if they attend. The conversation will be documented as the Informal Resolution for the matter, if it takes place. In light of this conversation, or the Respondent's decision not to attend, the Title IX Coordinator may also implement remedial actions to ensure that policies and expectations are clear and to minimize the risk of the recurrence of any behaviors that may not align with Policy.

Accepted Responsibility

The Respondent may accept responsibility for any or all of the alleged Policy violations at any point during the Resolution Process. If the Respondent indicates an intent to accept responsibility for **all** alleged Policy violations, the ongoing process will be paused, and the Title IX Coordinator will determine whether Informal Resolution is an option.

If Informal Resolution is available, the Title IX Coordinator will determine whether all Parties and the University are able to agree on responsibility, restrictions, sanctions, restorative measures, and/or remedies. If so, the Title IX Coordinator implements the accepted finding

that the Respondent is in violation of University Policy, implements agreed-upon restrictions and remedies, and determines the appropriate responses in coordination with other appropriate Title IX Coordinator(s), as necessary.

This resolution is not subject to appeal once all Parties indicate their written agreement to all resolution terms. When the Parties cannot agree on all terms of resolution, the Resolution Process will either continue or resume.[3]

When a resolution is reached, the appropriate sanction(s) or responsive actions are promptly implemented to effectively stop the discrimination or harassment, prevent its recurrence, and remedy the effects of the discriminatory conduct, both on the Complainant and the community.

Alternative Resolution

The institution offers a variety of alternative resolution mechanisms to best meet the specific needs of the Parties and the nature of the allegations. Alternative resolution may involve agreement to pursue individual or community remedies, including targeted or broad-based educational programming or training; supported direct conversation or interaction with the Respondent(s); indirect action by the Title IX Coordinator or other appropriate University officials; and other forms of resolution that can be tailored to the needs of the Parties. Some alternative resolution mechanisms will result in an agreed-upon outcome, while others are resolved through dialogue. All Parties must consent to the use of an alternative resolution approach, and the Parties may, but are not required to, have direct or indirect contact during an alternative resolution process.

[3] *The Parties may not want discussions that take place within Informal Resolution to be admissible in a later Resolution Process, but essential facts must and do transfer from the informal process to subsequent resolution proceedings. Disclosing something in an informal setting to shield it from formal admissibility is a cynical strategy, so Title IX Coordinators should take care in determining the terms of any assurances of the confidentiality of the Informal Resolution.*

The Title IX Coordinator may consider the following factors to assess whether alternative resolution is appropriate, or which form of alternative resolution may be most successful for the Parties:

- The Parties' amenability to alternative resolution
- Likelihood of potential resolution, considering any power dynamics between the Parties
- The nature and severity of the alleged misconduct
- The Parties' motivation to participate.
- Civility of the Parties

- Results of a violence risk assessment/ongoing risk analysis
- Respondent's disciplinary history
- Whether an emergency removal or other interim action is needed
- Skill of the alternative resolution facilitator with this type of Complaint
- Complaint complexity
- Emotional investment/capability of the Parties
- Rationality of the Parties
- Goals of the Parties
- Adequate resources to invest in alternative resolution (e.g., time, staff)

The Title IX Coordinator has the authority to determine whether alternative resolution is available or successful, to facilitate a resolution that is acceptable to all Parties, and/or to accept the Parties' proposed resolution, usually through their Advisors, often including terms of confidentiality, release, and non-disparagement.

Parties do not have the authority to stipulate restrictions or obligations for individuals or groups that are not involved in the alternative resolution process. The Title IX Coordinator will determine whether additional individual or community remedies are necessary to meet the institution's compliance obligations in addition to the alternative resolution.

The Title IX Coordinator maintains records of any resolution that is reached and will provide notification to the Parties of what information is maintained. Failure to abide by the resolution agreement may result in appropriate responsive/disciplinary actions (e.g., dissolution of the agreement and resumption of the Resolution Process, referral to the conduct process for failure to comply, application of the enforcement terms of the agreement). The results of Complaints resolved by alternative resolution are not appealable.

If an Informal Resolution option is not available or selected, the University will initiate or continue an investigation and subsequent Resolution Process to determine whether the Policy has been violated.

Hearing Resolution Process

Live Hearing Requirements

The following provisions apply to a live hearing:

- **Hearing Venue Options and Recordings.** The live hearing may occur in person or via video technology. The Decision-maker and Parties must be able to simultaneously see and hear a party or witness while that person is speaking. Both options are considered fair and equitable. Alternative arrangements may also be made at the Title IX Coordinator's discretion.

- The Parties may make a request to the Title IX Coordinator that the hearing be held in person or via video technology, but they must do so at least three (3) business days prior to the hearing. The Title IX Coordinator retains discretion to determine whether the hearing will occur in person or via video technology.
- All hearings will be recorded, and Parties may request a copy of the recording from the Title IX Coordinator following the live hearing.
- No unauthorized recordings are permitted.

- **Scheduling.** Hearings for possible violations that occur near or after the end of an academic term (assuming the Respondent is still subject to this Policy) and are unable to be resolved prior to the end of term will typically be held immediately after the end of the term, including during the summer, as needed, to meet the University's resolution timeline and ensure a prompt resolution. Employees, including Parties and witnesses, who do not have 12-month contracts are still expected to participate in Resolution Processes that occur during months between contracts.
- **Hearing Participants.** People who may be present for a hearing include the Decision-maker(s), hearing facilitator, Investigator(s), the Parties and their Advisors, anyone providing authorized accommodations, interpretation, and/or assistive services, and anyone else deemed necessary by the Decision-maker. Witnesses are present only during their portion of the testimony.
- **Advisors.** The Parties may have the assistance of an Advisor of their choosing at the hearing or can request that the University appoint a trained Advisor for them. Appointed Advisors are not attorneys. If a party wishes to have an attorney as their Advisor, they must locate and pay for that attorney themselves.
  - During the pre-hearing meeting and live hearing, Parties may only be accompanied by their Advisor. No other persons (e.g., additional support persons, advisors, friends, family) may accompany, attend, or listen in on the hearing unless explicitly authorized by the Title IX Coordinator, with each party being provided the same opportunity.
  - Parties and Advisors are permitted to have their phones and a laptop or tablet, but these should only be used during the hearing in a matter consistent with Policy.
  - All questions during the hearing will be asked by the Decision-maker or Panel. Parties and Advisors may suggest questions to be posed by the Decision-maker or Panel during the pre-hearing meetings or by submission of written questions during the hearing. The method of submitting questions to

the Decision-maker or Panel will be specified during the pre-hearing meetings.

- **Impact Statements.** Each party may submit an impact and/or mitigation statement to the Title IX Coordinator that the Decision-maker will review during any sanction determination.
    - Upon receipt of an impact and/or mitigation statement, the Title IX Coordinator will review the impact/mitigation statement to determine whether any immediate needs exist.
    - The Title IX Coordinator will only provide the impact statements to the Decision- maker if the Decision-maker determines that the Policy has been violated. When the Title IX Coordinator shares the impact statements with the Decision-maker, they will also be shared with the Parties.
- **Disability Accommodations and Other Assistance**. Parties should contact the Title IX Coordinator at least three (3) business days prior to the hearing to arrange any disability accommodations, language assistance, and/or interpretation services that may be needed at the hearing, if possible.
- **Conflicts of Interest or Bias.** The Decision-maker must not have a bias for or against complainants or respondents generally or the individual Complainant or Respondent in particular.
    - The Decision-maker must recuse themselves if such bias or conflict of interest exists.
    - If the Decision-maker believes there is possible conflict of interest or bias, they will consult with the Title IX Coordinator about possible recusal or removal.
    - The Parties may raise challenges that the Decision-maker is biased or has a conflict of interest. The Parties must raise challenges with the Title IX Coordinator within two (2) business days of receiving the hearing notice.
    - The Title IX Coordinator will only remove and replace a Decision-maker in situations of demonstrated bias or conflicts of interest. Perceptions of bias or conflict are not sufficient to cause removal.
    - If a Decision-maker recuses themselves as the result of a conflict of interest or bias, or is removed, the Title IX Coordinator will promptly appoint a new Decision-maker who does not have a conflict of interest or bias and notify the Parties accordingly.
- **Evidence Provided to Decision-makers and Parties.**

- The Decision-maker will be provided electronic copies of the Final Investigation Report and all relevant but not impermissible evidence, including the names of all Parties, witnesses, and Advisors, at least seven (7) business days in advance of the hearing.
- The Parties will be provided with electronic copies of all the materials provided to the Decision-maker as part of the hearing notice, unless those materials have already been provided.[4]

Sanctions

Student Sanctions

The following are the common sanctions that may be imposed upon students singly or in combination:

- *Reprimand*: A formal statement that the conduct was unacceptable and a warning that further violation of any University policy, procedure, or directive will result in more severe sanctions/responsive actions.
- *Required Counseling*: A mandate to meet with and engage counseling support to better comprehend the misconduct and its effects. The student will be required to provide verification of their meeting or meetings with a counselor.
- *Restrictions*: A student may be restricted in their activities, including, but not limited to, being restricted from locations, programs, participation in certain activities or extracurriculars, study abroad, or holding leadership roles in student organizations.

[4] *Hard-copy materials may be provided upon request to the Title IX Coordinator. The Final Investigation Report and relevant evidence may be shared using electronic means that preclude downloading, forwarding, or otherwise sharing.*

- *Probation*: An official sanction for violation of institutional policy, providing for more severe disciplinary sanctions in the event that the student is found in violation of any institutional policy, procedure, or directive within a specified period of time. Terms of the probation will be articulated and may include denial of specified social privileges, exclusion from extra-curricular activities, exclusion from designated areas of campus, no-contact orders, and/or other measures deemed appropriate.
- *Suspension*: Separation from the institution, or one or more of its facilities, for a defined period of time, typically not to exceed two (2) years, after which the student is eligible to return. Eligibility may be contingent upon satisfaction of

specific conditions noted at the time of suspension, on successfully applying for readmission, or upon a general condition that the student is eligible to return if the institution determines it is appropriate to re-enroll/readmit the student. The student is typically required to vacate institutional property within 24 hours of notification of the action, though this deadline may be extended at the discretion of the Title IX Coordinator or other appropriate official. During an institution-wide suspension, the student is banned from institutional property, functions, events, and activities unless they receive prior written approval from an appropriate institutional official. This sanction may be enforced with a trespass action, as necessary. This sanction may be noted as a Disciplinary Suspension on the student's official academic transcript.

- *Expulsion*: Permanent separation from the institution. The student is banned from institutional property, and the student's presence at any institution- sponsored activity or event is prohibited. This action may be enforced with a trespass action, as necessary. This sanction may be noted as Disciplinary Expulsion on the student's official academic transcript.
- *Withholding Diploma*: The University may withhold a student's diploma for a specified period of time and/or deny a student participation in commencement activities as a sanction if the student is found responsible for violating Policy.
- *Revocation of Degree*: While very rarely exercised, the University reserves the right to revoke a degree previously awarded from the University for fraud, misrepresentation, and/or other violation of University policies, procedures, or directives in obtaining the degree, or for other serious violations committed by a student prior to graduation.

  Other Actions: In addition to, or in place of, the above sanctions, the University may assign any other sanctions as deemed appropriate.

Student Group and Organization Sanctions

The following are the common sanctions that may be imposed upon student groups or organizations singly or in combination:

- *Warning*: A formal statement that the conduct was unacceptable and a warning that further violation of any University policy, procedure, or directive will result in more severe sanctions/responsive actions.
- *Probation*: An official sanction for violation of institutional policy, providing for more severe disciplinary sanctions in the event that the group or organization

is found in violation of any institutional policy, procedure, or directive within a specified period of time. Terms of probation will be articulated and may include denial of specified social and event privileges, denial of university funds, ineligibility for honors and awards, restrictions on new member recruitment, no- contact orders, and/or other measures deemed appropriate.

- *Suspension*: Termination of student group or organization recognition and/or institutional support for a defined period of time not to exceed two (2) years and/or until specific criteria are met. During the suspension period, a student group or organization may not conduct any formal or informal business or participate in university-related activities, whether they occur on- or off-campus. Re-recognition is possible but not guaranteed and will only be considered after the end of the suspension period and based on meeting all re-recognition criteria and obtaining clearance from the University.
- *Expulsion*: Permanent termination of student group organization recognition and revocation of the privilege to congregate and conduct business on campus as an organization for any reason.
- *Loss of Privileges*: Restricted from accessing specific University privileges for a specified period of time.
- *Other Actions*: In addition to or in place of the above sanctions, the University may assign any other sanctions as deemed appropriate.

Employee Sanctions/Corrective Actions

Responsive actions for an employee who has engaged in, discrimination, harassment, and/or retaliation include:

- *Verbal or Written Warning*
- *Performance Improvement Plan/Management Process*
- *Enhanced Supervision, Observation, or Review*
- *Required Counseling*
- *Required Training or Education*
- *Denial of Pay Increase*
- *Loss of Oversight or Supervisory Responsibility*
- *Demotion*
- *Transfer*
- *Shift or schedule adjustments*
- *Reassignment*
- *Delay of (or referral for delay of) Tenure Track Progress*
- *Assignment to a New Supervisor*

- *Restriction of Stipends, Research, and/or Professional Development Resources*
- *Suspension/Administrative Leave without Pay*
- *Termination*
- *Other Actions*: In addition to or in place of the above sanctions/responsive actions, the University may assign any other responsive actions as deemed appropriate.

Notice of Outcome

Within fifteen (15) business days of the conclusion of the Resolution Process, the Title IX Coordinator will provide a written outcome notification to the Parties. The outcome notification will specify the finding for each alleged Policy violation, all applicable sanctions that the University is permitted to share pursuant to state or federal law, and a detailed rationale, written by the Decision-maker, supporting the findings to the extent the University is permitted to share under federal or state law.

The notification will also detail the Parties' equal rights to appeal, the grounds for appeal, the steps to request an appeal, and when the determination is considered final if no party appeals.

The Title IX Coordinator will provide the Parties with the outcome notification simultaneously, or without significant time delay between notifications. The written outcome notification may be delivered by one or more of the following methods: in person, mailed to the Parties' local or permanent address as indicated in official University records, or emailed to the Parties' University-issued or designated email account. Once mailed, emailed, and/or received in person, the outcome notification is presumptively delivered.

Appeal of the Determination

The Title IX Coordinator will designate an Appeal Decision-maker – either an individual or a three-member panel. The Appeal Decision-maker should be an individual who is trained on
Title IX and Chowan's policies and may be an internal individual/panel or other trained external individuals, to hear the appeal. No Appeal Decision-maker(s) will have been previously involved in the Resolution Process for the Complaint, including in any supportive measure challenge or dismissal appeal that may have been decided earlier in the process. If a panel is used, a voting chair will be designated by the Title IX Coordinator.

Appeal Grounds

Appeals are limited to the following grounds:

1) A procedural irregularity that would change the outcome.
2) New evidence that would change the outcome and that was not

reasonably available at the time the determination regarding responsibility was made.

3) 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 would change the outcome.

Request for Appeal

Any party may submit a written request for appeal ("Request for Appeal") to the Title IX Coordinator within five (5) business days of the delivery of the Notice of Outcome.

The Request for Appeal will be forwarded to the Appeal Decision-maker for consideration to determine if the request meets the grounds for appeal (a Review for Standing). This is not a review of the merits of the appeal, but solely a determination as to whether the request could reasonably be construed to meet the grounds and is timely filed.

If the Request for Appeal does not provide information that meets the grounds in this Policy, the request will be denied by the Appeal Decision-maker, and the Parties and their Advisors will be simultaneously notified in writing of the denial and the rationale.

If any of the information in the Request for Appeal meets the grounds in this Policy, then the Appeal Decision-maker will notify all Parties and their Advisors, the Title IX Coordinator, and, when appropriate, the Investigator(s) and/or the original Decision-maker.

All other Parties and their Advisors, the Title IX Coordinator, and, when appropriate, the Investigator(s) and/or the Decision-maker will be provided a copy of the Request for Appeal with the approved grounds and then be given five (5) business days to submit a response to the portion of the appeal that was approved and involves them. The Appeal Decision-maker will forward all responses, if any, to all Parties for review and comment.

The non-appealing party (if any) may also choose to appeal at this time. If so, that Request for Appeal will be reviewed by the Appeal Decision-maker to determine if it meets the grounds in this Policy and will either be approved or denied. If approved, it will be forwarded to the party who initially requested an appeal, the Title IX

Coordinator, and the Investigator(s) and/or original Decision-maker, as necessary, who will submit their responses, if any, within five (5) business days. Any such responses will be circulated for review and comment by all Parties. If denied, the Parties and their Advisors will be notified accordingly, in writing.

No party may submit any new Requests for Appeal after this time period. The Appeal

Decision-maker will collect any additional information needed and all documentation regarding the approved appeal grounds, and the subsequent responses will be shared with the Appeal Decision-maker, who will promptly render a decision.

Appeal Determination Process

In most cases, appeals are confined to a review of the written documentation or record of the original determination and pertinent documentation regarding the specific appeal grounds. The Appeal Decision-maker will deliberate as soon as is practicable and discuss the merits of the appeal.

Appeal decisions are to be deferential to the original determination, 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. All decisions are made by majority vote and apply the preponderance of the evidence standard of proof.

An appeal is not an opportunity for the Appeal Decision-maker to substitute their judgment for that of the original Decision-maker merely because they disagree with the finding and/or sanction(s).

The Appeal Decision-maker may consult with the Title IX Coordinator and/or legal counsel on questions of procedure or rationale, for clarification, if needed. The Title IX Coordinator will maintain documentation of all such consultation.

Appeal Outcome

An appeal may be granted or denied. Appeals that are granted should normally be remanded (or partially remanded) to the original Investigator(s) and/or Decision-maker with corrective instructions for reconsideration. In rare circumstances where an error cannot be cured by the original Investigator(s) and/or Decision-maker or the Title IX Coordinator (as in cases of bias), the Appeal Decision-maker may order a new investigation and/or a new determination with new individuals serving in the Investigator and Decision-maker roles.

A Notice of Appeal Outcome letter ("Appeal Outcome") will be sent to all Parties simultaneously, or without significant time delay between notifications. The Appeal Outcome will specify the finding on each appeal ground, any specific instructions for remand or reconsideration, all sanction(s) that may result which the University is permitted to share according to federal or state law, and the rationale supporting the essential findings to the extent the University is permitted to share under federal or state law.

Written notification may be delivered by one or more of the following methods: in

person, mailed to the Parties' local or permanent address s 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, the Appeal Outcome will be presumptively delivered.

Once an appeal is decided, the outcome is final and constitutes the Final Determination; further appeals are not permitted, even if a decision or sanction is changed on remand (except in the case of a new determination). When appeals result in no change to the finding or sanction, that 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.

If a remand results in a new determination that is different from the appealed determination, that new determination can be appealed, once, on any of the five (5) available appeal grounds.

Sanction Status During Appeal

Any sanctions imposed as a result of the determination are stayed (i.e., not implemented) during the appeal process, and supportive measures may be maintained or reinstated until the appeal determination is made.

If any of the sanctions are to be implemented immediately post-determination, but pre-appeal, then the emergency removal procedures (detailed above) for a "show cause" meeting on the justification for doing so must be permitted within two (2) business days of implementation.

Long-Term Remedies/Other Actions

Following the conclusion of the Resolution Process, and in addition to any sanctions implemented or Informal Resolution terms, the Title IX Coordinator may implement additional long-term remedies or actions with respect to the Parties and/or the University community that are intended to stop the discrimination, harassment, and/or retaliation, remedy the effects, and prevent recurrence.

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

- Referral to counseling and health services
- Referral to the Employee Assistance Program
- Course and registration adjustments, such as retroactive withdrawals
- Education to the individual and/or the community
- Permanent alteration of housing assignments
- Permanent alteration of work arrangements for employees

- Climate surveys
- Policy modification and/or training
- 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 supportive 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 the University owes the Respondent to ensure no effective denial of educational access.

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

Failure to Comply with Sanctions or Informal Resolution Terms

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

Failure to abide by the sanction(s)/action(s) imposed by the date specified, whether by refusal, neglect, or for any other reason, may result in additional sanction(s)/action(s), including suspension, expulsion, and/or termination from the University.

Supervisors are expected to enforce the completion of sanctions/responsive actions for their employees.

A suspension imposed for non-compliance with sanctions will only be lifted when compliance is achieved to the Title IX Coordinator's satisfaction.

Recordkeeping

For a period of at least seven (7) years following the conclusion of the Resolution Process, the University will maintain records of:

1) Each discrimination, harassment, and retaliation resolution process, including any Final Determination regarding responsibility or appeal, and any audio or audiovisual recording or transcript required under federal regulation.
2) Any disciplinary sanctions imposed on the Respondent.
3) Any supportive measures provided to the Parties and any remedies provided to the Complainant or the community designed to restore or preserve equal access to the University's education program or activity.
4) Any appeal and the result therefrom.

5) Any Informal Resolution and the result therefrom.
6) All materials used to provide training to the Title IX Coordinator, Title IX Coordinator and designees, Investigators, Decision-makers, Appeal Decision-makers, Informal Resolution Facilitators, and any person who is responsible for implementing the University's Resolution Process, or who has the authority to modify or terminate supportive measures. University will make these training materials available for review upon request.
7) All materials used to train all employees consistent with the requirements in the Title IX Regulations.

The University will also maintain any and all records in accordance with federal and state laws.

Revision of these Procedures

These procedures succeed any previous procedures addressing discrimination, harassment, and retaliation for incidents occurring on or after August 1, 2024. The Title IX Coordinator will regularly review and update these procedures. The University reserves the right to make changes to this document as necessary, and once those changes are posted online, they are in effect.

If governing laws or regulations change, or court decisions alter, the requirements in a way that impacts this document, this document will be construed to comply with the most recent governing laws, regulations, or court holdings.

This document does not create legally enforceable protections beyond the protections of the background federal and state laws that frame such policies and codes, generally.

These procedures are effective August 1, 2024.

Additional Information

- To read Chowan University 2024-2025 Sex Discrimination, Sex-Based Harassment, and Retaliation Resolution Process in its entirety, click on the link below or copy and paste the below web address into a web browser.
  - https://www.chowan.edu/wp-content/uploads/2024/08/FINAL-2024-25-RESOLUTION-PROCESS-CHOWAN-UNIVERSITY-TITLE-IX.pdf
- To read the Chowan University 2024-25 Sex Discrimination, Sex- Based Harassment and Retaliation Policy for policy violations on or after August 2024 click on the link below or copy and paste the below web address into a web browser.
  - https://www.chowan.edu/wp-content/uploads/2024/08/FINAL-VERSION-CHOWAN-UNIVERSITY-TITLE-IX-POLICY.pdf
- To read the Chowan University Sexual Harassment and Sexual Misconduct Policy and Procedures for policy violations prior to August 1, 2024 click on the link below or copy and paste the below web address into a web browser.
  - https://www.chowan.edu/wp-content/uploads/2024/01/2023-24-CHOWAN-SEXUAL-HARASSMENT-AND-MISCONDUCT-POLICY-.pdf

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 provided 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 can 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 led 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. Most 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 can prevent crimes like sexual assault from happening in the first place.

Your Actions Matter

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

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

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

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 207, (252)398-6237
    b. Associate Vice President for Campus Life, Penny Hall 201A, (252)398-6464
    c. Title IX Coordinator and Associate VP for Human Resources, Thomas Hal lower level, (252)398-1134.

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.

Reporting

How to Report

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

Reporting of a formal complaint of the Sexual Misconduct Policy can also be made in person or orally to an appropriate official, but the University strongly encourages submission of grievances in writing, by email attachment as a MS Word or pdf document, in other written form to TitleIX@chowan.edu. You may also complete the online form by visiting https://cm.maxient.com/reportingform.php?ChowanUniv&layout_id=4.

Off Campus

911

On Campus

- Chowan University Employees
  University employees **must** report any information regarding violations of the Sexual Misconduct Policy to the Title IX Coordinator.
- Dr. John Dilustro
  Main Level, McDowell Columns Hall
  252-398-6528 | titleix@chowan.edu
- The Chowan employee(s), 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:
  - Joy Taylor, School Nurse
    Student Health Services, Penny Hall
    252-398-6248 | tayloj2@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
    110 Hawks Dr. – Lower Level of Penny Hall
    252-398-1234 | publicsafety@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

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

Not-For-Profit Agencies for Support

Albemarle Hope line
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

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.

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
110 Hawks Drive
Penny Hall
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 violations 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 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

Chowan University Public Safety
110 Hawks Drive
Penny Hall
Murfreesboro, NC 27855
(252)398-1234

- 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.

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

Chowan makes every effort to preserve the Parties' privacy. The University will not share the identity of any individual who has made a Complaint of sex discrimination, sex-based harassment, or retaliation; any Complainant; any individual who has been reported to be the perpetrator of sex discrimination, sex-based harassment, or retaliation; any Respondent; or any witness, except as permitted by, or to fulfill the purposes, of applicable laws and regulations (e.g., Title IX), Family Educational Rights and Privacy Act (FERPA) and its implementing regulations, or as required by law; including any investigation, or resolution proceeding arising under these policies and procedures.

Unauthorized Disclosure of Information
Parties and Advisors are prohibited from disclosing information obtained by the University through the Resolution Process, to the extent that information is the work product of the University (meaning it has been produced, compiled, or written by the University for purposes of its investigation and resolution of a Complaint), without authorization. It is also a violation of Chowan's Policy to publicly disclose institutional work products that contain a party or witness's personally identifiable information without authorization or consent. Violation of this Policy is subject to significant sanctions.

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 Begin the Healing: Resources for Victims, Bystanders, and Supporters is available through the Title IX website or provided upon notification to CSA's or the Title IX coordinator. Here is the link. https://www.chowan.edu/wp-content/uploads/2024/08/Begin-the-Healing-Resources-for-Victims-Bystanders-and-Supporters-8-5-2024.pdf

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.

Time Limits and Promptness

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.

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 allegation, 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.

- 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.

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.

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.

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 people 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

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, Associate Vice President for Campus Life, 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 by 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 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 that would have resulted had there been no violation of policy. Upon receipt of the committee's decision, the President, or representative acting instead, will set aside the recommendation of the committee, modify the recommendation, or uphold the recommendation. The President's decision will be communicated to the parties involved no later than ten (10) business days following the committee's recommendation, and that decision will be final.

SPECIAL NOTE: No decision may be made at any step of the grievance procedure which conflicts with applicable state of 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 at 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 Campus Life Staff or Public Safety immediately (see list below).

All reports submitted will be investigated by the Department of Public Safety. 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.

Once Public Safety has the relevant information related to the missing student the information will be communicated to the Murfreesboro Police Department. In the event a missing student resides on campus, the Associate Vice President of Campus Life 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 public safety 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 University Public Safety 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.

Students 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.

Custodial parents or guardians of students that are under the age of 18 years of age and are not emancipated will be notified within 24 hours of the determination their 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, publicsafety@chowan.edu
    - **Dennis Ball, Director of Public Safety**
      (252)398-1234, ddball@chowan.edu
    - **Valeria Day, Director of Residence Life**
      (252)398-6200, vlday@chowan.edu
    - **Brandon Zoch, Associate Vice President for Campus Life**
      (252)398-6464, zochb@chowan.edu

Weapons Policy

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.

Hazing Laws and Policy

Stop Campus Hazing Act

Public Law No: 118-173 (12/23/2024)
This act requires institutions of higher education (IHEs) that participate in federal student aid programs to report hazing incidents. It also renames the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act as the Jeanne Clery Campus Safety Act.
Specifically, the act requires each IHE to disclose hazing incidents that were reported to campus security authorities or local police agencies in its annual security report. The act defines the term hazing to mean any intentional, knowing, or reckless act committed by a person (whether individually or in concert with

other persons) against another person or persons regardless of the willingness of such other person or persons to participate, that (1) is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization (e.g., a club, athletic team, fraternity, or sorority); and (2) causes or creates a risk, above the reasonable risk encountered in the course of participation in the IHE or the organization, of physical or psychological injury.

Additionally, each IHE must include in its annual security report (1) a statement of current policies relating to hazing, how to report hazing incidents, the process used to investigate hazing incidents, and information on applicable laws on hazing; and (2) a statement of policy regarding prevention and awareness programs relating to hazing that includes a description of prevention programs.

Further, an IHE must develop a campus hazing transparency report that summarizes findings concerning any student organization found to be in violation of the IHE's standards of conduct relating to hazing. An IHE is not required to develop or update this report unless the IHE has a finding of a hazing violation.

The act does not apply to foreign IHEs.

NC Anti-Hazing Law also known as Harrison's Law

§ 14-35. Hazing; definition and punishment. It is unlawful for any student in attendance at any university, college, or school in this State to engage in hazing, or to aid or abet any other student in the commission of this offense. For the purposes of this section hazing is defined as follows: "to subject another student to physical injury as part of an initiation, or as a prerequisite to membership, into any organized school group, including any society, athletic team, fraternity or sorority, or other similar group." Any violation of this section shall constitute a Class 2 misdemeanor. (1913, c. 169, ss. 1, 2, 3, 4; C.S., s. 4217; 1969, c. 1224, s. 1; 1993, c. 539, s. 19; 1994, Ex. Sess., c. 24, s. 14(c); 2003-299, s. 1.)

§ 14-38. Witnesses in hazing trials; no indictment to be found on self-criminating testimony. In all trials for the offense of hazing any student or other person subpoenaed as a witness in behalf of the State shall be required to testify if called upon to do so: Provided, however, that no student or other person so testifying shall be amenable or subject to indictment on account of, or by reason of, such testimony. (1913, c. 169, s. 8; C.S., s. 4220.)

Chowan University Hazing Policy

Chowan University defines hazing in accordance with North Carolina law and takes every measure to eliminate hazing on and off campus, including the potential expulsion of fraternities and sororities, as well as their individual members from the campus if they are found responsible of hazing. North Carolina statute also requires expulsion of persons aiding and abetting a person convicted of hazing. Further, the University will seek swift University disciplinary action and civil and criminal prosecution against any organization, or its members found guilty of hazing. Penalties may also apply to individuals who witness hazing but do not report it to the appropriate University officials. Hazing is prohibited in all activities both on and off the campus, including privately owned facilities and property.

Chowan Definition of Hazing

Hazing is defined as any action taken or situation created intentionally, whether on or off Chowan University property, by either fraternity/sorority organizations, student clubs/ organizations, athletic teams, individual students, student groups, Chowan employees, third party vendors and/or non-employee club advisors, to cause mental or physical discomfort, endangerment of life, embarrassment, harassment, intimidation, or ridicule. Willingness to engage in any hazing activity does not render the Anti-Hazing Policy unenforceable.

Hazing Examples

All hazing is prohibited at Chowan University. Hazing may include, but is not limited to, the following activities and examples.

Endangers the physical health of any person (strike, beat, bruise, or threat of physical violence).

- Beats, whips, restraints, paddles, or other physical abuse
- Brands, pierces, tattoos or requires shaving of body hair.
- Requires the consumption of food, alcohol, drugs, or any other substance, regardless of legality
- Requires excessive calisthenics or physical activity, including, but not limited to, wall-sits, squats, bows and toes, etc.
- Placement of an undesirable substance on or in the body
- Deprivation of food or water
- Kidnapping or abandonment
- Unreasonable exposure to weather

Endangers the mental health of any person (including creating unnecessary fatigue).

- Scares, shocks, or frightens
- Berates, yells, or threatens
- Depriving sleep, creates unnecessary fatigue
- Tests or quizzes on meaningless information with no constructive or educational purpose
- Creates a distressing situation due to temperature, noise, room size, or air quality
- Isolates socially (including social media or in-person).

Demeans, disgraces, humiliates, or degrades a person

- Requires the wearing of apparel that is conspicuous and/or inappropriate
- Requires lewd conduct, nudity, etc.
- Requires subservient behavior (not permitting eye contact with an active member, etc.).

Interferes substantially with a student's ability to succeed academically

- Deprives class attendance, study hall attendance, etc.
- Interrupts studying
- Requires participation in organization activities for excessive time

Prohibits freedoms afforded to all other university students

- Prohibits the use of personal vehicles, bicycles, scooters, etc.
- Prohibits the use of meal plans, including university and organization meal plans
- Requires the use of cell phone tracking systems (Life 360, Find My, etc.)
- Prevents interaction with active members, officers, or any other member or potential member
- Restricts privileges entitled to active members or students unless the activity is sanctioned as an initiation ritual by the national organization
- Restricts daily personal hygiene practices (showering, brushing teeth, etc.)
- Requires personal servitude (driving, driving programs, cleaning individual rooms, serving meals, picking up laundry, washing cars, purchasing items on another's behalf, requiring payments, or gifts to active members, etc.).
- Gives tasks, projects, or responsibilities unequally to a subset of the organization based solely on their academic year in school.
- Requires the carrying of items for others for no constructive purpose (lighters, cigarettes, pocketknives, bricks, etc.).

Sexual Hazing

- Forced or unwanted sexual acts, harassment or assault as part of an initiation
- Simulated sexual acts as part of an initiation

- Forcing pledges or members to sexually abuse others
- Forced exposure, humiliating sex acts, or production or distribution of explicit photos or videos
- Forced public nudity

Causes, pressures, coerces, persuades, or requires a person to violate federal, state, or local law and/or Chowan University policy.

Prevention and Awareness

Chowan University provides a campus wide-education program to prevent hazing on campus based on research-informed practices. These programs include mandatory training for all incoming students, training for faculty and staff, policy distribution, educational weblinks on the Chowan Hazing Webpage and communication across campus. Additionally, annual programming occurs during National Hazing Prevention Week.

Reporting Hazing

Reporting Incidents of Hazing

Prompt reporting enables Residence Life, Student Life and/or Human Resources to respond efficiently and effectively to safety threats and to facilitate appropriate supportive measures for those impacted by hazing. Accordingly, members of the University community should immediately report incidents of potential hazing to Residence Life, Student Life and/or Human Resources. If hazing involves imminent danger, serious harm or illegal activity, please contact local law enforcement immediately (911).

All members of the Chowan community (faculty, staff, students, and vendors) are required to report all incidents of hazing.

How To Report

- If hazing involves imminent danger, serious harm or illegal activity, please contact local law enforcement immediately (911).
- Public Safety (252) 398-1234
- Student Life (252) 398-6338
- Residence Life (252) 398-6237
- Human Resources (252) 398-6222
- hazing@chowan.edu
- https://cm.maxient.com/reportingform.php?ChowanUniv&layout_id=6.

Individual Self-Reporting: Individuals who are victims of hazing, or are aware of hazing, and who truthfully report the activities shall not be individually charged with a violation of this university policy.

Retaliation in any manner against an individual who reports hazing, an individual who was hazed, or an individual who participates in a hazing investigation is a violation of the Code of Student Conduct and will be addressed through the Student Conduct process.

Making an intentionally false accusation of hazing is a violation of the Code of Student Conduct and will also be addressed through the Student Conduct process.

Organization Self-Reporting: In a situation where the leadership of an organization learns of hazing in their group, they have a duty to report and are required to report the behavior to Student Conduct immediately. The organization must disclose any actions taken by the organization to address the

behavior. Such actions are taken into consideration by the appropriate decision-making body when determining what, if there is any, sanction(s) should apply.

Chowan University prohibits retaliation directed against a person for reporting violations of law or Chowan University policy or for participating in an investigation or related conduct proceeding.

Response and Investigation

When a member of our community is found responsible for hazing violations, appropriate disciplinary action will follow. Possible sanctions for students found responsible for hazing include disciplinary probation, suspension, removal from university housing and expulsion. Possible sanctions for student groups/organizations found responsible for hazing include group/organization disciplinary probation, restriction of privileges and revocation of recognition. The University may also implement interim measures for students and student organizations if they pose a risk to the physical health or safety of the Chowan University community before a conduct process begins or is completed. These interim measures may include interim suspension. The University may also report the incident to law enforcement and the people involved in hazing could face criminal charges.

Chowan University Residence Life and Student Life, in conjunction with Human Resources (when faculty staff are involved), is responsible for the prompt, fair, and impartial investigation of hazing allegations. The University's ability to address the allegations may be impacted by the information available and the willingness of witnesses to participate in the investigation and hearing process.

Sanctions

All sanction outcomes will be influenced by the severity of the hazing incident, prior disciplinary history (related to hazing or similar incidents), university policy/state laws and impact on victims

Faculty/Staff

Faculty/Staff found responsible for hazing violations may include but not limited to the following sanctions: mandatory education or counseling, restitution, suspension with or without pay, termination of employment, referral to law enforcement.

Students

Students found responsible for hazing violations may include but not limited to the following sanctions: disciplinary probation, suspension, expulsion, educational programs, restitution, mandatory counseling/treatment, loss of privileges, referral to law enforcement.

Organizational Sanctions

Organizations found responsible for hazing violations may include but not limited to the following sanctions: organization disciplinary probation, restriction of privileges, revocation of recognition, suspension of charter, loss of funding/space, disqualification from activities.

Amnesty for Complainants and Witnesses

The Chowan University community encourages the reporting of hazing by complainants and/or witnesses. Sometimes, complainants and/or witnesses are hesitant to report to Chowan University officials or participate in grievance processes because they fear that they themselves may be in violation of certain policies, such as underage drinking or use of illicit drugs at the time of the incident.

It is in the best interests of the Chowan University community that complainants and/or witnesses choose to report hazing to Chowan University officials, that witnesses come forward to share what they know, and that all parties be forthcoming during the process.

To encourage reporting and participation in the process, Chowan University maintains a policy of offering complainants and witnesses' amnesty from minor policy violations – such as underage consumption of alcohol or the use of illicit drugs – related to the incident.

Amnesty does not apply to more serious allegations such as physical abuse of another or illicit drug distribution. The decision not to offer amnesty is based on the fact that collateral misconduct is typically addressed for all students within a progressive discipline system, and the rationale for amnesty – the incentive to report serious misconduct – is rarely applicable to Respondent with respect to a Complainant.

Amnesty for Students: Sometimes, students are hesitant to assist others for fear that they may get in trouble themselves (for example, an underage student who has been drinking or using marijuana might hesitate to help take an individual who has experienced hazing to the authorities).

Chowan University maintains a policy of amnesty for students who offer help to others in need. Although policy violations cannot be overlooked, the Chowan University may provide purely educational options with no official disciplinary finding, rather than punitive sanctions, to those who offer their assistance to others in need.

Campus Hazing Transparency Report

Current statistics related to hazing at Chowan University can be found at the following web address: https://cm.maxient.com/chtr.php?ChowanUniv

Hazing Transparency Statistics:	Academic Year	
	2024-2025	2025-2026
	0	0

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 con-trolled 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, 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.

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Unfounded Crimes

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 institution's crime statistics. Only sworn or commissioned law enforcement personnel may "unfound" a crime.

Unfounded Crimes:	Years		
	2023	2024	2025
	0	0	0

Criminal Offenses - On Campus

Criminal Offense:	Total Occurrences On-Campus		
	2023	2024	2025
Murder/non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Rape	0	1	1
Fondling	4	1	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	1	0	0
Aggravated assault	5	1	1
Burglary	8	1	3
Motor vehicle theft[1]	1	1	4[1]
Arson	0	0	0

1-The 2025 Motor Vehicle Theft statistic includes three electric scooters which mandatory fall under this category.

Criminal Offenses - On Campus Residence Halls

(Subset of Criminal Offenses on campus)

Criminal Offense:	Total Occurrences Residence Halls		
	2023	2024	2025
Murder/non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Rape	0	1	1
Fondling	2	1	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated assault	1	1	1
Burglary	4	1	3
Motor vehicle theft	0	0	2
Arson	0	0	0

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Criminal Offenses – Public Property

Criminal Offense:	Total Occurrences Public Property		
	2023	2024	2025
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

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Arrests – On Campus

Crime:	Number of Arrests-On Campus		
	2023	2024	2025
A. Illegal Weapon Possession	1	0	1
B. Drug Law Violations	2	1	0
C. Liquor Law Violations	0	0	0

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

Crime:	Number of Arrests-Residence Halls		
	2023	2024	2025
A. Illegal Weapon Possession	0	0	1
B. Drug Law Violations	2	1	0
C. Liquor Law Violations	0	0	0

Arrests – Public Property

Crime:	Number of Arrests- Public Property		
	2023	2024	2025
A. Illegal Weapon Possession	0	0	0
B. Drug Law Violations	0	2	0
C. Liquor Law Violations	0	0	0

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Disciplinary Actions – On Campus

Crime:	Num. of Persons Referred for Disciplinary Actions		
	2023	2024	2025
A. Illegal Weapon Possession	5	2	0
B. Drug Law Violations	115	82	61
C. Liquor Law Violations	32	66	77

Disciplinary Actions – On Campus Student Housing Facilities

(Subset of Disciplinary Actions-On Campus)

Crime:	Num. of Persons Referred for Disciplinary Actions		
	2023	2024	2025
A. Illegal Weapon Possession	4	2	0
B. Drug Law Violations	108	82	58
C. Liquor Law Violations	31	59	76

Disciplinary Actions – Public Property

Crime:	Num. of Persons Referred for Disciplinary Actions		
	2023	2024	2025
A. Illegal Weapon Possession	0	0	0
B. Drug Law Violations	0	0	0
C. Liquor Law Violations	0	0	0

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2025 Occurrence of Hate Crimes – On Campus

Category of Bias for crimes reported in 2025.

Criminal Offense:	**2025 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	1	1	0	0	0	0	0	0
O. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0

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2024 Occurrence of Hate Crimes – On Campus

Category of Bias for crimes reported in 2024.

Criminal Offense:	**2024 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	**1**	**1**	0	0	0	0	0	0
O. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0

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2023 Occurrence of Hate Crimes – On Campus

Category of Bias for crimes reported in 2023.

Criminal Offense:	**2023 Total**	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity	National Origin
A. Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0
B. Negligent Manslaughter	0	0	0	0	0	0	0	0
C. Rape	0	0	0	0	0	0	0	0
D. Incest	0	0	0	0	0	0	0	0
E. Fondling	0	0	0	0	0	0	0	0
F. Statutory Rape	0	0	0	0	0	0	0	0
G. Robbery	0	0	0	0	0	0	0	0
H. Aggravated assault	0	0	0	0	0	0	0	0
I. Burglary	0	0	0	0	0	0	0	0
J. Motor vehicle theft (Does not include theft from a vehicle)	0	0	0	0	0	0	0	0
K. Arson	0	0	0	0	0	0	0	0
L. Simple Assault	0	0	0	0	0	0	0	0
M. Larceny-theft	0	0	0	0	0	0	0	0
N. Intimidation	0	0	0	0	0	0	0	0
O. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0

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2025 Occurrence of Hate Crimes – On Campus Student Housing Facilities

(This is a subset of hate crimes on campus)

Category of Bias for crimes reported in 2025

Criminal Offense:	**2025 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	1	1	0	0	0	0	0	0	0
O. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	

2024 Occurrence of Hate Crimes – On Campus Student Housing Facilities

(This is a subset of hate crimes on campus)

Category of Bias for crimes reported in 2024

Criminal Offense:	**2024 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	**1**	**1**	0	0	0	0	0	0	0
O. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	

2023 Occurrence of Hate Crimes – On Campus Student Housing Facilities

(This is a subset of hate crimes on campus)

Category of Bias for crimes reported in 2023

Criminal Offense:	**2023 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

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2025 Occurrence of Hate Crimes – Public Property

Category of Bias for crimes reported in 2025.

Criminal Offense:	**2025 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

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2024 Occurrence of Hate Crimes – Public Property

Category of Bias for crimes reported in 2024

Criminal Offense:	**2024 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

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2023 Occurrence of Hate Crimes – Public Property

Category of Bias for crimes reported in 2023.

Criminal Offense:	**2023 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

CHOWAN UNIVERSITY

V.A.W.A. Offenses – On Campus

Violence Against Women Act

Crime:	Total Occurrences On Campus		
	2023	2024	2025
A. Domestic Violence	0	0	0
B. Dating Violence	9	4	1
C. Stalking	1	0	0

V.A.W.A. Offenses – On Campus Student Housing Facilities

(This is a subset of VAWA Offenses On campus)

Violence Against Women Act

Crime:	Total Occurrences on Campus		
	2023	2024	2025
A. Domestic Violence	0	0	0
B. Dating Violence	7	4	1
C. Stalking	1	0	0

V.A.W.A. Offenses – Public Property

Violence Against Women Act

Crime:	Total Occurrences on Campus		
	2023	2024	2025
A. Domestic Violence	0	0	0
B. Dating Violence	0	0	0
C. Stalking	0	0	0

CHOWAN UNIVERSITY

2025 Fire Safety Report and Statistics

Housing Facilities

Number of Fires Chart

Residence Hall	Street Address	2023	2024	2025
Parker Hall	784 Union St.	0	0	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.	1	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.	1	0	0
Whites Crossing G	154 G Whites Crossing Dr.	0	0	0
Whites Crossing H	128 H Whites Crossing Dr.	0	0	0
Whites Crossing J	128 J Whites Crossing Dr.	0	0	0

2025 Fire Detail

No Fires during the 2025 calendar year.

2024 Fire Detail

No Fires during the 2024 calendar year.

2023 Fire Detail

Facility	Category of Fire	Cause of Fire	Fire Related Injuries	Fire Related Deaths	Property Damage
WC-C	Unintentional	Cooking	0	0	$30

WC-F	Unintentional	Dirty stove burner	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 2025
Parker Hall	X		X	X	X	1
Dunn Hall	X		X	X	X	1
Simons Hall	X		X	X	X	1
Mixon Hall	X		X	X	X	No Permanent Occupants during 2025
Belk Hall	X		X	X	X	1
Whites Crossing A	X	X	X	X		1
Whites Crossing B	X	X	X	X		1
Whites Crossing C	X	X	X	X		1
Whites Crossing D	X	X	X	X		1
Whites Crossing E	X	X	X	X		1
Whites Crossing F	X	X	X	X		1
Whites Crossing G	X	X	X	X		1
Whites Crossing H	X	X	X	X		1
Whites Crossing J	X	X	X	X		1

Appliances/Equipment

Campus housing has varying designs 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 traditional 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 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 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 $1,000 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. Students 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
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
Chowan Chapel	350	University Dr.	Church	Squirrel Park
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 by Daniel Hall
Jenkins Hall	426	University Dr.	Storage	Squirrel Park
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
Vacant	401	Union St.	Vacant 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 Director of Public Safety and Associate Vice President for Campus Life 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 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 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 into 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 it is safe for students to re-enter a residence hall.

Public Safety Staff

Public Safety staff are provided with training during the initial job training. Additional training 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 staff on duty, Director of Public Safety, and all other pertinent staff.
- First officer arrives 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 is 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 tries 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 occur on campus should be reported to Chowan University Public Safety immediately.

Below is a list of people that fire information should be 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
- **Director of Residence Life,** (252)398-6237
- **Associate Vice President for Campus Life,** (252)398-6464

Fire Safety Improvements

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

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