

CATAWBA  
COLLEGE

EST.  
1851



# 2025 ANNUAL SECURITY REPORT

[Catawba.edu/PublicSafety](https://Catawba.edu/PublicSafety)

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## Important Messages



### From the President

Dear Campus Community:

We hold the well-being and safety of every member of Catawba College as a top priority. Our commitment, as reflected in our mission statement, is to creating and sustaining a “dynamic community of learners”, as we seek “to unite a diverse population of students, faculty and staff as active co-participants in scholarship and service.”

Making information accessible is a key component of educating our campus community regarding our overall campus safety and health. This report may be regarded as our annual “check-up” on how we are doing, as active co-participants, in these particular areas, and to help us determine where we may need to focus our attention. Substance abuse and crime are societal ills that can affect us all. As students, faculty, and staff, our individual decisions are vital, as they may impact those around us.

At every point in which the choice is ours, it is up to each of us to use discernment, engage our best judgment, make wise choices, and support one another fully to keep our Catawba College community safe and well.

Sincerely,  
**Dr. David Nelson**  
Catawba College President

### From the Public Safety

Catawba College Public Safety is pleased to present the Policies, Safety, and Annual Security and Annual Fire Safety Report, in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act.

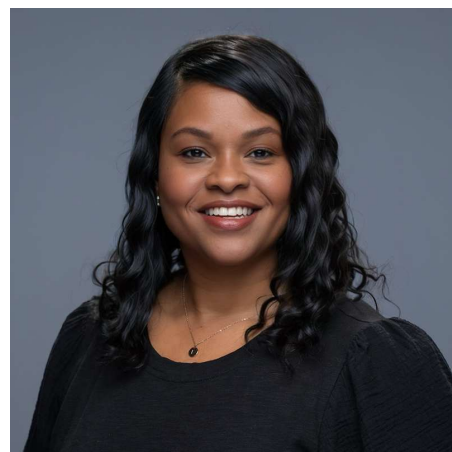
This document also contains our security and fire safety report, and crime statistics for the last three years, as required by federal legislation. Please note that this includes all reported crimes and does not necessarily mean that a crime actually occurred, or that arrests and/or convictions resulted.

As a department, we strive to maintain a safe and secure environment in which Catawba College faculty, staff, students, and visitors may learn, live, and work is our utmost priority.

Thank you for taking time to review this report and make yourself aware of the information it provides. We are committed, together, in our ongoing vigilance to make this a safe and healthy environment in which to live, work, and study, for all members of our campus community.

Sincerely,  
**Leigh Elligton**

AVP of Human Resources, Public Safety, Risk Management, ADA, and Title IX



## **IMPORTANT NOTICE**

This is a copy of Catawba College's Annual Security (Clery), Crime and Fire Safety Reports and Policies. This report includes statistics for the previous three years (2022-2024) concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by Catawba College; and on public property within, or immediately adjacent to and accessible from the campus. The report also includes institutional policies concerning campus security such as, policies concerning sexual assault and fire safety policies.

Public Safety will send an email to enrolled students and employees on an annual basis to notify them that the report is available to be viewed. A physical copy of the report can also be obtained by contacting the Office of Public Safety at 704-637-4000, the Director at 704-637-4335 or by accessing the following website: <https://catawba.edu/publicsafety/>

The Clery Act was amended to add new crimes to those that must be reported and to add new categories as hate crimes. In addition, institutions are now required to provide primary prevention and awareness programs to all incoming students and new employees to include certain requirements in the grievance procedures associated with sexual assault, domestic violence, dating violence, and stalking; and to provide written information to students and employees who are victims of certain crimes. The crime and resident hall fire statistics for 2022, 2023, and 2024 can also be found in appendixes at the end of this report.

## **FAMILY EDUCATION RIGHTS TO PRIVACY ACT (FERPA) OF 1974**

The College abides by the Family Education Rights to Privacy Act of 1974 that contains guidelines for the handling and confidentiality of student records. FERPA gives students certain basic rights. To review the College's policy concerning FERPA, please visit our website: <https://catawba.edu/ferpa/>

Catawba College Undergraduate Catalog also outlines the College's FERPA and Student Records Policy and can be found online at:

<https://undergrad.catalog.catawba.edu/policies/ferpa>

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the College in an administrative, supervisory, academic or research, or support staff position (including health staff); a person or company with whom the College has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a conduct or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.



## **NON-DISCRIMINATION POLICY**

The College is dedicated to fostering an inclusive community where all individuals can thrive, learn, and contribute their unique perspectives. We believe that diversity of thought, background, and experience strengthens our educational mission and enriches our campus culture.

In compliance with federal, state, and local laws, the College prohibits discrimination and harassment in all employment practices, educational programs, and campus activities based on race, color, religion, national or ethnic origin, sex, age, sexual orientation, gender identity and expression, genetic information, disability, veteran or military status, or any other characteristic protected by law.

Beyond compliance, we actively promote equitable opportunities and inclusive practices that support the success of all community members, including women, racial and ethnic minorities, individuals with disabilities, LGBTQ+ individuals, veterans, and members of other historically underrepresented groups. The College is committed to creating and maintaining an environment where every person feels valued, respected, and empowered to reach their full potential. We continuously work to identify and remove barriers to participation and success, ensuring that our policies, practices, and culture reflect our values of equity and inclusion. This commitment extends to all aspects of college life, including admissions, academic programs, student services, employment, professional development, and community engagement.

**Direct all inquiries regarding the nondiscrimination policy to the Office of Human Resources:**

Leigh Ellington

AVP of Human Resources, Risk Management, Public Safety, ADA, & Title IX

Email: [lellingt22@catawba.edu](mailto:lellingt22@catawba.edu)

Phone: 704-636-4685

## SUMMARY OF THE JEANNE CLERY ACT

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC 1092 (f)) is a federal law passed in 1990 as an amendment to the Higher Education Act of 1965. Otherwise known as the Clery Act, it mandates that all colleges and universities that receive federal financial assistance must disclose certain timely and annual information concerning campus crime and safety. Each year the updated report must be distributed to current students and employees. Prospective students and employees also must be made aware of the availability of the report.

In 1990, Congress enacted the Crime Awareness and Campus Security Act (Title II of Public Law 101-542), which amended the Higher Education Act of 1965 (HEA). This act required all postsecondary institutions participating in Title IV student financial aid programs to disclose campus crime statistics and security information. The act was amended in 1992, 1998 and 2000. The 1998 amendments renamed the law the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act in memory of Jeanne Clery, a student who was slain in her dorm room in 1986.



### REQUIREMENTS

The Clery Act requires higher education institutions to give timely warnings of crimes that represent a threat to the safety of students or employees, and to make public their campus security policies. It also requires that crime data are collected, reported, and disseminated to the campus community and are also submitted to the U.S. Department of Education. The act is intended to provide students and their families, as higher education consumers, with accurate, complete and timely information about safety on campus so that they can make informed decisions. The Campus Security Act requires colleges and universities to:

- Publish an annual report every year by October 1 that contains three years of campus crime statistics and certain campus security policy statements.
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police or security, local law enforcement, and other College officials who have “significant responsibility for student and campus activities;”
- Provide “timely warning” notices of those crimes that have occurred and “pose an ongoing threat to students and employees;”
- Disclose in a public crime log “any crime that occurred on campus or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department;” and
- Disclose any agreements with state and/or local law enforcement.

## **POLICY FOR REPORTING THE ANNUAL DISCLOSURE OF CRIME STATISTICS**

The Director of Public Safety prepares The Annual Security and Fire Safety “Clery” Report to comply with the 1990 Congress approved Crime Awareness and Campus Security Act which amended the Higher Education Act of 1965. The Jeanne Clery Act requires higher education institutions to make public their campus security policies, and it requires that crime and fire data are collected, reported, and disseminated to the campus community. The Clery Act is intended to provide prospective students and employees, current students and their families, and the rest of Catawba College community accurate, complete, and timely information about safety on campus so that they can make informed decisions. The full text of this report can be located on our website at <https://catawba.edu/publicsafety/>.

This report is prepared in cooperation with the Dean of Student Affairs and the Director of Student Conduct & Community Standards. Additionally, our internal organization including Student Services, Residence Life, Student Activities, and Human Resources all contribute greatly to the overall conduct process and its success. Each entity provides updated information on their efforts and programs to comply with the Act. Campus violations, arrest, and referral statistics include those matters reported to: Public Safety, designated campus officials, and local law enforcement agencies. These statistics may also include crimes that have occurred in private residences or businesses which are not required to be reported. A procedure is in place to anonymously capture crime statistics disclosed confidentially. Each year by October 1st, an email notification and a BEAR ALERT notice will be made to students, faculty, staff and administrators. Prospective students and employees at Catawba College receive information where they can view the statistics from the Admissions Office and the Human Resources Department respectively.

## CATAWBA COLLEGE CAMPUS OVERVIEW

Catawba College  
2300 West Innes Street  
Salisbury, NC 28144

Founded in 1851 in Newton, North Carolina, Catawba was started by German pioneers who had traveled from eastern Pennsylvania to settle in the Haw, Yadkin, and Catawba Rivers valleys. In 1890, Catawba became a coeducational institution, and the first woman to graduate completed her studies in 1893. In 1925, Catawba moved and re-opened to its current location in Salisbury, NC, about 45 minutes from Greensboro, Winston-Salem, and Charlotte, two hours from the mountains, and four hours from the beaches.

Today, Catawba College has 41 buildings on 276 wooded acres on a residential campus. It is known for its 189-acre on-campus ecological preserve. Ranked as one of the best colleges in the South, Catawba offers 70 academic majors to approximately 1,300 students representing 34 U.S. states and 19 foreign countries. Students are instructed by 80 full-time faculty, more than 83% of whom hold the highest degree in their field.

Catawba provides an education focused on an institutional philosophy of a liberal education, which entails a broad range of knowledge, intellectual and practical skills, and individual and social responsibility fostered and developed in all academic programs. Catawba is a learning community that provides students with unique opportunities to explore their vocation, helping them consider their calling, passions, and purpose as they prepare to reach their highest potential. Catawba's mission is to provide "students an education rich in personal attention that blends the knowledge and competencies of liberal studies with career preparation" and to enable "students to reach their highest potential while becoming responsible citizens."

More information about Catawba College is located at [www.catawba.edu](http://www.catawba.edu)

## DEPARTMENT OF PUBLIC SAFETY

The Department of Public Safety is the office charged with the protection and preservation of campus safety and security on College property. Security personnel are available to: a) assist students and visitors to the campus; b) regulate and enforce traffic and parking regulations; c) enforce College policies/behavioral expectations; d) make rounds of the campus; and e) inspect campus for safety/maintenance concerns. Officers do not have law enforcement authority but can enforce College policies and have a close working relationship with off-campus police authorities. Students and other members of the College Community should be familiar with campus safety and security procedures.

**AUTHORITY.** Public Safety officers have the authority to detain anyone involved in violations against campus policy on campus. If offenses violating Catawba College Code of Conduct and regulations are committed by a student, Public Safety will refer the individual to the conduct process overseen by the Dean of Student Affairs. Through coordination with local law enforcement agencies, any criminal activity engaged in by students at off-campus locations is monitored and recorded. This information is provided to the Dean of Student Affairs' Office for any action or follow-up that may be required.

The Director of Public Safety reports directly to the Associate Vice President of Human Resources, Risk Management, Public Safety, ADA, and Title IX. The Director is responsible for the achievement of the office's mission.

**MISSION STATEMENT.** The Office of Public Safety at Catawba College is established to provide quality service in partnership with our community to ensure a safe and secure environment that will support and enhance the learning process. We are committed to the prevention of crime and the protections of life and property, the preservation of peace, order, and safety; the enforcement of laws of the State of North Carolina, along with the rules and regulations of Catawba College.

With Community service as our foundation, we are driven by goals to enhance the quality of campus life, investigating problems as well as incidents, seeking solutions and fostering a sense of security through programs reflecting the needs and desires of the Catawba College community. We nurture trust by holding ourselves to the highest standards of performance and ethics.

**CONTACT INFORMATION.** In order to reach a security officer, persons can call extension x4000 from an on-campus phone, 704-637-4000 from any other phone. Any student who would like to have a security escort across campus at any time, 24 hours a day, can contact Public Safety at 704-637-4000. A Public Safety Officer will walk students from anywhere on campus to another place on campus.



**The Following is the location of the Office of Public Safety on Catawba College:**

Jann House,  
126 Summit Ave,  
Salisbury, NC 28144

**ORGANIZATION.** The Office of Public Safety is comprised of the Director, and 16 full-time and part-time Public Safety Officers. Public Safety Officers provide a twenty-four-hour presence on the College campus using foot and motorized patrol. Each shift is closely supervised by either the Director (weekdays, during office hours) or the Associate Director (evenings and weekends) with authority and responsibility to assure that the policies and procedures of the Office are followed.

<https://catawba.edu/publicsafety/meet-our-staff/>

Catawba's Office of Public Safety has three North Carolina certified medical responders, one trained Rape Aggression Defense (RAD) certified instructor, one Field Liaison Officer, one certified bike patrol officer through the International Police Mountain Bike Association. All officers are CPR and First Aid certified and they are preparing to be certified in Mental Health First Aid.

We are an accredited Public Safety department through the National Association of Campus Security Administrators (NACSA). NACSA is the largest association of campus safety administrators in the country. The program consists of four focus areas: training, personnel, operations, and compliance.

**LOCAL PARTNERSHIPS.** The College enjoys an excellent working relationship with the Salisbury Police Department and County Sheriff's Office, both of whom regularly patrol the campus. If a Catawba College student is involved in an off-campus offense or an offense being investigated by off-campus authorities, the Director may assist with the investigation in cooperation with local law enforcement. The Police Department will routinely works and communicate with the Director on any serious incident occurring on campus.

**DAILY CRIME LOG.** The purpose of the daily crime log is to record criminal incidents, and alleged criminal incidents, that are reported to the Catawba College Public Safety Office. Crime log entries include all crimes reported to the Catawba College Public Safety Office for the required geographic locations, not just Clery Act crimes. A daily log of crimes occurring on Catawba College campus is available 24 hours a day every day in the Office of Public Safety located in Jann House Hall.

## SERVICES OFFERED BY PUBLIC SAFETY

**PROACTIVE PATROLLING.** At Catawba, patrolling means more than being mobile and highly visible; it means getting officers out of the patrol car more often to positively interact with students in their space and place. Proactive patrolling occurs twenty-four hours a day, seven days a week on foot, via golf carts, or in an automotive vehicle.

**ELECTRONIC SURVEILLANCE AND PROTECTION.** Video cameras are placed in various locations around campus. Footage can be reviewed within a specific time period to aid in campus investigations and can be seen in real time in the main Public Safety office. A fire alarm system in College buildings protects the campus from fire emergencies.

**INVESTIGATIVE SERVICES.** The Director of Public Safety is trained to conduct initial investigations using techniques to protect victims and to preserve evidence. The Director, in collaboration with Student Services staff, provides support for victims throughout the process of any subsequent criminal or College conduct proceedings. The Office of Public Safety maintains a close partnership with the investigative units of the Salisbury Police Department and the County Sheriff's Department.

**ESCORT SERVICE.** Escorts are also provided by uniformed Public Safety Officers to students, employees and guests of the College any time of day; community members who feel uncomfortable walking to their cars or residence areas alone are encouraged to call for an escort. Escorts can be requested anytime.

**LOST AND FOUND.** Public Safety is a place for individuals to turn in lost items found on campus. Public Safety will then bring items to the Office of Student Affairs for community members to retrieve their lost items. Students can contact if they need assistance with any lost and found article.

**PARKING INFORMATION & VEHICLE REGISTRATION.** Catawba provides designated parking areas for students, College employees, and visitors. All parking spaces on campus other than visitor spaces require a permit. You must register and obtain a parking permit with Public Safety for each vehicle you will park on campus. More information regarding parking is available on our website: <https://catawba.edu/parking/>

**EMERGENCY NOTIFICATIONS.** In the event of an emergency, the Catawba Connect feature (<https://catawba.edu/connect/>) in the SafeZone app allows you to quickly share your location and details with the local response team who will be able to get the right assistance to you. Features include:

- **Check-in and Check-in Timer** feature which allows you to share your live location with security responders if working alone or feeling vulnerable.
- **Automatic alert** sent on your behalf if you fail to extend or cancel the check-in timer. This is ideal if you are in areas of increased risk and want additional peace of mind.
- **Reporting non-urgent concerns** straight to Public Safety, as well as notifying you in the event of an emergency on site.

**OFFICE OF PUBLIC SAFETY 2024 IN-SERVICE TRAININGS**

<b><u>Topic(s)</u></b>	<b><u>Frequency</u></b>
Pepper Spray Training	Annual
Emergency Medical Responder Continuing Education	Monthly
Report Writing – 2024 with Dr Nurse	Fall 2024
First Aid and CPR	Annual
Preventing Harassment and Discrimination	Annual
Traffic Control certification	Fall 2024
Adult Mental Health First Aid USA	Annual
Title IX	Annual
Clery Training	Annual
FEMA training modules	Annual
Traffic Incident Management Training	Annual
Advanced Warning	Fall 2024
Autonomous Vehicles	Fall 2024
Blocking Procedures at Roadways Incidents	Annual
Emergency Lighting Awareness	Annual
High Visibility Innovations	Annual
Move it or work it	Annual
Manual on Uniform Traffic Control Devices	Annual
Safe Operations for Vehicle Fires	Annual
Special Hazards	Annual
Termination Traffic Incidents	Annual
Incident Command and Management	Annual

### **SUPPORT FROM RESIDENCE LIFE & STUDENT AFFAIRS**

In keeping with the mission of the College, its educational goals and assumptions, Catawba College's Student Affairs strives to support the growth and development of Catawba College students. The Office of Residence Life is committed to providing a safe, comfortable and educational environment. Student Affairs oversees and reviews violations of the Student Code of Conduct and Residence Life Policies and Procedures and implements the College's student conduct process, under the direction of the Dean of Student Affairs.

Catawba College's residence halls are secured at all times and may be entered only by an electronic access card and are monitored via our camera system.

Resident Assistants (RAs), who are selected and trained students, assist students in their development and adjustment to College life as well as monitor Student Code of Conduct violations in the residential areas. RAs and Public Safety Officers periodically make evening "rounds" together throughout the residence halls. This relationship helps to ensure cooperation and increases the visibility of the Public Safety staff in and around the residence halls.

In addition to RAs there are also Area Coordinators who are live-in professional staff responsible for coordinating the activities and resources of the RAs. The Area Coordinators also provide assistance to the Directors of the Residence Life staff in matters involving violations of the Student Code of Conduct.

Residence hall staff members immediately notify Public Safety if there is a crime or incident that requires their attention or attention of the police. The Office of Residence Life, Office of Student Conduct and Outreach, Office of Public Safety, and Dean of Student Affairs work together regarding situations in the residence halls that might require emergency intervention. All reports submitted by these offices are shared with each other and professional staff members meet weekly when classes are in session to review reports and ensure proper response. Daily collaboration between Residence Life, Student Conduct, Public Safety, and the Dean of Student Affairs occurs throughout the year.

### **CAMPUS LIGHTING**

Adequate lighting on campus is an important component of safety and security at night. Campus lighting corridors provide higher level lighting for walkways and parking lots that are used frequently after dark. While it is cost-prohibitive at this time to provide such lighting across the entire campus, additional illumination along these corridors is both necessary and beneficial to campus safety and security. The concentration of after-dark pedestrians in the lighting corridors also reduces each pedestrian's sense of being alone and more vulnerable.

## **CAMPUS SECURITY & ACCESS**

### **SECURITY OF AND ACCESS TO THE COLLEGE FACILITIES**

Catawba College is generally open to the public. As with any agency, there are limits to access in some areas. The amount of access granted to an individual depends on the intended space usage, residential privacy, current status of enrollment or employment, community safety, and state and federal regulations. Use of facilities is generally restricted to current students, faculty, and staff. The community is encouraged to attend and become involved in performing arts and athletic events.

Generally, exterior doors are locked after the last scheduled activity. Administrative buildings are open from 8:00 a.m. until 5:00 p.m., Monday through Friday, and academic buildings generally are open from 7:00 a.m. until 11:00 p.m. Academic buildings are scheduled to be open on weekends only as needed. Access to individual classrooms and laboratories is limited to those enrolled in the courses meeting there. After-hour users of these buildings are strongly encouraged to take special personal precautions such as locking the office doors where they are working. Persons working alone and after hours should be careful when using bathroom and break areas. Persons working late are also encouraged to notify Public Safety of their presence.

Likewise, access to most programs is limited to those enrolled in the program or those otherwise with authorized access. Many cultural and athletic events held at Catawba's facilities are open to the public. Other facilities, such as the bookstore and the library are likewise open to the public. Only those who have approval are issued keys to a building.

### **SECURITY OF AND ACCESS TO THE RESIDENTIAL COMMUNITY**

Some residence halls on campus can be entered by electronic access card readers. All students and employees are encouraged to program the campus emergency telephone number 606-477-4000 during their orientation to the College.

To enhance safety on campus, a Public Safety Officer is assigned to patrol all of campus several times per shift; this includes walking through the residence halls. On-call residence life staff also monitor the residence halls nightly from 5pm-12midnight (Sunday-Thursday) and 5pm-2:00am (Friday-Saturday). Residence Life and Public Safety staff work closely together to secure the residence halls. Resident Assistants reside in each residence hall; Resident Assistants also work closely with residence life professional staff and Public Safety personnel to keep the residence halls secure.

Catawba College's main campus offers traditional residence halls, residence halls with double rooms with private bathrooms, quad style housing, houses within the community, and a residence hall located on Hood Theological Seminary. (located a few miles south of campus). On-campus housing can accommodate up to 769 students.



Security safeguards within several of the residence halls include restricted access. Crime prevention programs include orientation workshops, individual floor meetings, residential community-wide presentations, and educational programs. Access to Catawba College housing facilities is limited to residents, escorted guests and select College employees. Entry is monitored on a 24-hour basis through card-key security systems. Video surveillance is also used in various locations.

Professional Staff members (Area Coordinators and Dean of Students) and para-professional resident assistants, live on campus and assist the Office of Public Safety with providing 24-hour staff coverage. Student room doors should be locked at all times even when occupied. Most importantly, residents are reminded to observe building security procedures and to notify On-call staff or Public Safety of any unfamiliar faces or unusual incidents within either the residence halls or apartments. Prior to the start of the Fall and Spring Semesters, all professional and paraprofessional staff members undergo comprehensive annual training for both prevention and response regarding safety and security issues. As part of their responsibilities for campus security, both student and professional staff participate in lectures and seminars associated with topics such as substance abuse, response and prevention of sexual misconduct, and community security.

#### **STUDENT IDENTIFICATION CARD**

Students are required to have a valid Catawba College student identification card during the time of enrollment. Cards are provided during registration through the Office of Student Affairs. When asked by any authorized College official (including faculty), students are required to present their student ID card. Failure to do so will jeopardize your privilege of remaining on campus since we must have a method of determining our students from non-students. Students who fail to properly identify themselves upon request by a College official will be subject to referral to the Student Conduct Administrator. Student ID cards are necessary for admission to the dining hall, residence hall, athletic events, gym facilities, and for borrowing library materials. Cards are not transferable to other persons, and it is a violation of College policy to be in possession of another student's ID card for any reason, at any time, under any circumstance.

#### **AUTHORIZED ENTRY**

Authorized individuals may enter student rooms for purposes of routine maintenance, housekeeping, inspection, or search. These individuals include, but are not limited to, residence hall staff, maintenance and housekeeping personnel, public safety officers, College officials, health inspectors, and fire inspectors. When authorized individuals enter rooms, they shall exercise reasonable effort to maintain the safety and security of persons and property.

#### **ROOM INSPECTION**

In order to encourage health and safety, a student's room will be inspected periodically by authorized individuals, including, but not limited to, residence hall staff. Although such

entry is not for purposes of search, if, in the course of such inspection, items are discovered which suggest violation of college policies or legal statutes, they will be seized and disciplinary action may result. In the event that both students are under 21, alcohol will be considered an illegal substance. In the event that halls have been designated alcohol-free, alcohol will be considered a violation of College policy.

#### **ROOM SEARCH**

Where reasonable cause exists, authorized college officials, including residence hall staff, may enter and search rooms should life or property appear to be in danger or to investigate alleged violations of College policies or municipal, state, or federal laws

## OFFICIALS WITH SIGNIFICANT STUDENT AND CAMPUS RESPONSIBILITIES

While the College encourages all campus community members to promptly report all crimes and other emergencies directly to the Office of Public Safety Department at 704.637.4000, or to 911, we also recognize that some may prefer to report to other individuals or College offices.

The Clery Act recognizes certain College officials and offices as “Campus Security Authorities” (CSAs). The Act defines these individuals as “An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. An official is defined as a person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.”

Campus violations are typically reported through Public Safety or Student Affairs. In some instances, members of the local community may choose to file a report elsewhere. All reports are shared with the Dean of Student Affairs and Director of Public Safety who together have the authority and the duty to take action or respond to particular issues on behalf of the institution. Although there are many CSAs at Catawba College, the following offices are who have a significant responsibility for student and campus activities as places where campus community members should report crimes:

Office/Official	Campus Address	Phone Number	Email
<u>Dean of Students</u>	Student Affairs Suite Cannon Student Center	704.645.4547	DeanofStudents@catawba.edu
<u>Office of Student Conduct</u>	Student Affairs Suite Cannon Student Center	704.637.4209	Conduct@Catawba.edu
<u>Office of Housing &amp; Residence Life</u>	Student Affairs Suite Cannon Student Center	704.637.4410	Housing@Catawba.edu
<u>Office of Public Safety</u>	Jann House 126 Summit Ave	704.637.4000	Secure@Catawba.edu
<u>Office of Title IX</u>	Omwake-Dearborn 230 Faculty-Staff Circle	704.637.4174	Drbruner16@Catawba.edu
<u>Human Resources &amp; Risk Management</u>	2 <sup>nd</sup> Floor Hendrick Building	704.637.4685	HR@Catawba.edu

**CONFIDENTIAL PERSONS.** College pastoral and professional counselors are encouraged to tell their clients about the reporting procedures outlined in this document. As noted below, confidential reports/anonymous reports are extremely valuable in order to prevent further victimization and to obtain a more accurate portrait of campus crime. In certain instances, a crime victim may be reluctant to file a report fearing the process and/or loss of his/her anonymity. In such circumstances, crime victims are encouraged to consider making a confidential report to one of the designated Campus Security Authorities. At a minimum, crime victims will receive valuable counseling and referral information. Confidential reports are important because they provide valuable information that will enhance the safety of the community-at-large and they help provide a more accurate portrait of actual campus crime.

## REPORTING

Community members, students, faculty, staff, administrators and guests are encouraged to report all crimes and campus violations to Catawba College Department of Public Safety in a timely manner. Incidents, suspicious circumstances, and other related information can be reported to an officer on patrol or by calling 704-637-4000. You may report crime or suspicious activity by stopping at our office, currently located at 125 Summit Avenue.

In addition, students can complete an incident report via our case management system:

[https://cm.maxient.com/reportingform.php?CatawbaCollege&layout\\_id=0](https://cm.maxient.com/reportingform.php?CatawbaCollege&layout_id=0)

It is the policy of the Office of Public Safety to respond to all requests for services, to write a security report, and to conduct follow-up investigations. The Director coordinates investigations with the local police, when necessary. Victims of crimes against people, such as robbery or sexual misconduct, are encouraged to seek confidential counseling services from the on-campus counseling center.

The Director of Public Safety is the College's agent for the purpose of making timely warnings and the collection of statistical data concerning criminal offenses to be included in this annual report. Public Safety also issues periodic electronic bulletins of suspicious or criminal activity occurring on and around the campus through Catawba Connect (<https://catawba.edu/connect/>) and email with suggestions of ways to avoid the occurrence of similar incidents. All members of Catawba College community are urged to read these notices carefully, and to be guided by the information presented.

### ADDITIONAL AREAS TO SUBMIT REPORTS

In addition to reporting criminal incidents to the Office of Public Safety, individuals may also report criminal incidents to the Title IX Coordinator, the Dean of Students, and to authorities within Housing & Residence Life. The aforementioned departments will coordinate with the Public Safety, when appropriate. Reports of sex offenses, domestic violence, dating violence, or stalking can be reported to the Title IX Administrator, who will not involve Public Safety unless the victim wishes to do so. If you wish to remain anonymous every attempt will be made to maintain your anonymity, but it is not guaranteed. Aggregated crime statistics from incidents reported to the Title IX Administrator, the Dean of Students, and Housing and Residence Life, among other offices, will be included in the Annual Crime Statistics.

### HATE AND BIAS CRIME REPORTING

We report hate crimes that fall into one of these criminal categories; homicide, sex offences, robbery, aggravated assault, burglary, motor vehicle theft, arson, and any other crime involving bodily injury reported to local law enforcement agencies or a campus security authority. Evidence that the victim was intentionally selected because of the perpetrator's actual or perceived bias towards a disability, ethnicity, gender identity, national origin, race,



religion, or sexual orientation will be assessed. Revised regulations added the crimes of larceny-theft, simple assault, intimidation, and destruction/ damage/ vandalism of property to the list of crimes that must be reported in the hate crime statistics. The FBI's Uniform Crime Reporting Hate Crime Collection Guidelines will continue to be the source for definitions. Student Bias reporting can be made through the Department of Public Safety.

Catawba College faculty, administrators, staff and students are responsible for helping to create and maintain an environment characterized by high standards of ethical behavior and compliance with federal, state and local laws and College policies.

Catawba College has implemented anti-bias training for its leadership through a partnership with Everfi in 2021. The college also addresses bias incidents through its mandatory reporting policies. Students and employees can find information and resources on bias, discrimination, and harassment on the [Catawba College website](#) and the dedicated [Title IX website](#).

#### **CONFIDENTIAL REPORTING PROCEDURE**

If students or employees are victims of a crime and do not want to pursue action within the College's conduct system or the criminal justice system, they may still want to consider making a confidential report. Anyone can file a report on the details of an incident without revealing their identity. The purpose of a confidential report is to comply with a person's wish to keep the matter confidential, while taking steps to ensure the future safety of self and others. With such information, the College can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime or violation with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual security (Clery) and fire safety reports for the institution. Written reports can be submitted anonymously.

**Person(s) wishing to file anonymous reports are encouraged to provide as much detail as possible in the report:**

[https://cm.maxient.com/reportingform.php?CatawbaCollege&layout\\_id=0](https://cm.maxient.com/reportingform.php?CatawbaCollege&layout_id=0)

## EMERGENCY RESPONSE

### MASS NOTIFICATION AND TIMELY WARNINGS

In compliance with the Jeanne Clery Act, 20 U.S.C. § 1092(f) Public Safety will release Timely Warning Notifications as necessary to warn the campus of crimes or events, on or off campus, considered to be a potential threat to students, faculty, and staff. Posting Timely Warning Notifications is necessary if a serious crime or systematic patterns of crimes and/or series of threats has occurred that may put any member of the campus community at risk. The College uses SafeZone (Catawba Connect) as our mass notification system to disseminate immediate threats to Catawba College community. Text messaging will be used when imminent threats to the Catawba community are identified. This is a free service to students and employees of the College. To see the instructions on how to register go to the College's website at:

<https://catawba.edu/connect/>

"Incident Alerts" and "Crime Prevention Notices" are distributed on campus by timely warning and e-mail messages and are accessible on the main College web site when they are needed. They inform the College community of situations that present a potential hazard on campus or in the surrounding community.

The mass notification system will send a text message or an email to the registered device alerting the registered individual of the immediate threat. The size of the message that can be sent to the cellular phone is limited so additional messages will continue to be passed as the situation develops. Additionally, information / incident alerts will also be disseminated through Catawba College email system. Use of the text messaging system helps reach community members who may be out on the campus traveling from one place to the other.

**TIMELY WARNING.** The intent of a timely warning regarding a criminal incident is to enable the community to protect themselves. The warning will be issued as soon as pertinent information is available. The timely warning will be released even if all the facts surrounding the incident are not known. Timely warnings must be issued for any Clery Act crimes (see section 23) which occurs on Clery geography and is: a) Reported to campus security authorities or local police agencies and b) is considered by the institution to represent a serious or continuing threat to the students and employees.

Please Note: Other crimes, even if not Clery reportable, can be sent out as a timely notice when the institution determines the warning would have merit. These warnings should not be posted in locations that would make the community have to search for them or have to request them.

Notification systems will be activated without delay when the situation becomes known and there is a confirmation of an immediate threat to the campus. There could be situations

when notification might compromise the efforts of those responding to the event which may dictate holding the message until an appropriate time later.

**RESPONSIBILITY OF TIMELY WARNING.** The responsibility to assess the situation and disseminate the mass notification message lies with the Office of Public Safety. Public Safety has the means to access the situation and initiate appropriate calls to the department and College leadership. Once the Director has verified, as best they can, an immediate threat is continuing the activation of the mass notification process will begin. Critical information may come from many different sources, such as the Salisbury Police Department, the County Sheriff's Office or other state or city government agencies, etc. All information will be accessed and evaluated with respect to impact and threat to the College. The Office of Public Safety is staffed 24 hours a day every day of the year. After the initial immediate threat alerts have been disseminated additional information will be updated as the situation develops. A series of alert messages will be used as the situation evolves and as additional information becomes available. A chronology of events and procedures will generally follow this sequence:

1. Event or incident.
2. First responders (Public Safety) dispatched.
3. Expansion of the situation and security needs (local perimeters if needed).
4. Calls for additional support of Salisbury Police Department or County Sherriff's Office.
5. Director notified.
6. Analysis of the critical information if serious and continuing threat remains send the warning(s).
7. Begin Catawba Connect notification if there is a serious or continuing threat.
8. Establish command post (if appropriate), according to Emergency Manual.
9. React, coordinate, implement, and mitigate the effect.
10. Continue operations and disseminate additional messages as needed.

**The key positions at the College who interact throughout this process are:**

- |  |  |
|--|--|
| • Director of Public Safety                | • Dean of Students                               |
| • Public Safety Officers                   | • Director of Residence Life                     |
| • Title IX Coordinator                     | • Director of Student Conduct                    |
| • AVP of Human Resources & Risk Management | • Student Affairs on-call professional staff     |
| • Executive Vice President/Provost         | • Any designee of the Director of Public Safety. |

The mass notification systems that we use (Catawba Connect) are messages that can be stratified by population and or location. Undergraduate students, faculty, staff and administrators, and alumni can be reached by using the proper group addresses. The dissemination of emergency information to the larger community is a collaborative effort between those mentioned above and the marketing and communications' leadership.

Discussions then take place about the impact of a message release and what information needs to be released.

- a. The College tests its mass notification systems once a semester. Each system is tested and evaluated to see if they will be able to perform their intended functions when needed.
- b. The Office of Public Safety conducts “in service” training at staff meetings or the availability of the trainer. Subjects covered are Catawba College policies, NC law, building security, and other appropriate topics.

Catawba College will take all steps necessary to isolate and mitigate any emergency or dangerous situation that may affect the campus community. All emergencies normally get reported to Public Safety which in turn dispatches Public Safety Officers to the situation. These officers along with Residence Life members (if occurring in student housing) will make early assessments determining the size and scope of the emergency. If the emergency is confirmed to be present and an immediate threat to Catawba College community, the Director of Public Safety will be notified, and a mass notification notice will be sent to the community.

**Some types of immediate threats are including but not limited to the following:**

- a. Natural disasters that will directly and adversely affect the community.
- b. An active shooter or hostile armed intruder / robber in or around campus.
- c. Bomb threat or explosion.
- d. Civil disturbance that could have a serious effect on Catawba College community.
- e. Terrorist attack.
- f. Chemical or biological accident or attack.
- g. Gas leak, water main break or a power loss that could have serious effect on the campus or surrounding communities.
- h. Fire event.

**EMERGENCY RESPONSE GROUP & THREAT ASSESSMENT TEAM**

The Catawba College Emergency Response Plan formally establishes and documents a coordinated plan for responding to crises, whether large or small, which may arise in spite of all mitigation efforts. The aim for this plan is to provide a flexible framework of procedures which will be periodically reviewed and regularly exercised so that when crises occur the College’s response will be effective and efficient to protecting human life and health and in preserving College property and resources. The protection of human life and health is of the utmost importance and shall take precedence throughout this combined effort. The Emergency Response Group is a group of employees from across various areas of campus who meet regularly to keep the emergency response plan up to date, who work with local emergency response groups, and who undergo training for all types of campus emergencies.

The Emergency Response Groups is a group of employees from across various areas of campus who meet regularly to keep the emergency response plan up to date, who work with local emergency response groups, and who undergo training for all types of campus emergencies. The mission of Catawba College's Threat Assessment Team ("TAT") is to promote: (1) the health and safety of the campus community, and (2) community members' health, well-being, and successful experiences by coordinating information and developing support plans for people of concern. The TAT serves both students and employees and is charged with the task of determining if an individual poses, or may pose, a threat of violence to self, others, or to the Catawba College community and to intervene to avert the threat and maintain the safety of the situation. The TAT responds to behaviors exhibited by students, employees, visitors, and nonaffiliated persons prior to a critical incident in an attempt to prevent violence so that the Catawba College campus remains a safe and secure learning and working environment.

## **EVACUATION**

Catawba College draws upon a nationally recognized standard of the Incident Command System (ICS) developed by the Federal Emergency Management Agency. This system is widely used at the federal, state, local community levels, and at the college and College level. This system lends consistency, efficiency and effectiveness to the manner in which the College shall respond to an immediate emergency and/or a situation that may require the evacuation of campus. Specific procedures are in place to respond to an immediate emergency or dangerous situation involving the health and safety of Catawba College community to include evacuation. When buildings are ordered to be evacuated it is College policy that all faculty, staff and students exit the building to the pre-designated rally points at the direction of Public Safety or student life members. These procedures are delineated in Catawba College's general and fire evacuation plan which can be found in the College's Emergency Preparedness Manual. Moreover, these guides and information will be distributed to all faculty, administrators, and staff on campus annually, by October 1st.

Students, faculty, administrators and staff may be directed to assembly areas after evacuating a building. If a building evacuation is necessary, the following procedures should be followed. General evacuation procedures include the following directions for occupants of any College building. If a building evacuation is necessary, Public Safety will respond to all emergency situations. They will notify appropriate first responders as needed. Occupants of all floors will immediately evacuate the building when requested to do so. In the event of an emergency evacuation follow all the instructions below:

- a. Remain calm and go to the nearest stairwell, walk on the right side. Walk, do not run. Exit out of the building. Go to the building's designated Rally Point. (\* Note: Elevators will not be in service during a fire alarm condition.)
- b. Assist in the evacuation of the building. Give any disabled occupant information to Public Safety or the responding agency upon exiting.
- c. Close all doors when leaving rooms.



- d. Do not re-enter the building until the all clear has been announced, this occurs after the responding agency gives their all clear and Public Safety has completed a safety survey.
- Residence Halls: Public Safety and the Student Life Staff will assist in the complete evacuation of the building and control the occupants in the residence hall's designated rally point until the emergency has been abated (see specific building evacuation procedures).
  - Academic Buildings: Public Safety will assist in the complete evacuation of the building and control the occupants in the building's designated rally point until the emergency has been abated (see specific building evacuation procedures).

#### **MISSING STUDENT POLICY AND CONTACT PROCEDURES.**

The Higher Education Act of 2008 requires institutions that provide on-campus student housing to establish a missing student notification policy and procedures. Catawba College takes student safety very seriously. The following policy and procedures have been developed in order to assist in locating Catawba students living in college-owned, on-campus housing, who have been determined to be missing, based on the reports and circumstances known to the college at the time the report is made.

Missing person reports are usually the result of a parent, concerned family member, or friend not being able to reach a student. This is often due to a student changing his or her routine or behavior without informing friends, family members, or roommates of the change. Anyone who believes a student to be missing for 24 hours should contact the Office of Public safety, Residence Life, or a Resident Assistant. Every report made to the College will be followed up with an immediate investigation to determine whether the student is missing. Students are under no obligation to notify the College of plans to spend time away from their residences.

At the beginning of each academic year, each student living in an on-campus student housing facility has the option to register through the Office of Student Affairs a confidential contact person to be notified in the case that a student is determined to be missing. The information that is obtained will only be provided to authorized campus officials and law enforcement officers in furtherance of a missing person investigation. This emergency information will be kept on file in the Office of Student Affairs. The contact information will be updated each academic year. The student is responsible for ensuring that the contact information is up to date and accurate. Catawba College will notify local law enforcement for all students, even if they have not registered a contact person, if a student has been determined as missing.

If a student is determined to be missing and has designated a contact person, the contact person will be notified no later than 24 hours after the determination. If a missing student

is under the age of 18, and not an emancipated individual, the college is required to notify the parent or guardian of the missing student no later than 24 hours after the determination is made that the student is missing. Public Safety will notify the appropriate local law enforcement agency when the student is determined to be missing. The Dean of Students and his/her designee will notify the appropriate emergency contact person listed for a missing student.

**Procedures Catawba College will follow when a student who resides in an on-campus student housing facility is determined to be missing for 24 hours.**

- The College official who receives a report that a student is missing, or has reason to believe that a student is missing, will report the information or evidence immediately to the Office of Public Safety. The Office of Public Safety will then notify the Dean of Students.
- Upon notification that a student may be missing, Catawba College may use any or all of the following resources to assist in locating the student:
- Contact the missing student via his/her cell phone, email, and any other social media, which may be used as a medium for communication (e.g. Facebook, Myspace, Twitter, etc.)
- Go to the room of the missing student to verify his or her whereabouts and/or wellness, and, in some cases, deliver a message to contact a parent or family member who is searching for them.
- Key into the room to perform a health and safety check. While in the room, the staff members will look for visible items (e.g. wallet, keys, phone, etc.) that may provide clues to the missing student's whereabouts.
- Talk to the student's Resident Advisor, roommate(s), and floor mates to see if they can confirm the missing student's whereabouts and/or confirm the date, time, and location the student was last seen.
- Check all possible locations mentioned by friends such as the library, residence hall lounges, other friends' rooms, etc.
- Check all college parking lots in an attempt to locate the student's vehicle, if applicable.
- If no information is gained by visiting the missing student's room, and speaking with the other occupants of the house, the Office of Student Affairs and/or Dining Services will be contacted to determine the last time the student used his/her Student ID card to access the cafeteria or fitness center.
- Information Technology Services may be contacted to ascertain the last log-in or access of the PC network.
- If there is sufficient evidence to suggest that the student may be in danger or if foul play is suspected at anytime during this process, the Office of Public Safety will immediately contact the appropriate local law enforcement agencies. If it is necessary to contact local or state authorities, police procedure and protocol will be followed by the College.

## CRIME PREVENTION & EDUCATION

Crime prevention and following College policies is a cooperative effort requiring the entire Catawba College community to actively participate in identifying conditions that may promote crime and policy violations. Public Safety is in close contact with administrators, faculty, staff, and students throughout the year to maintain and enhance campus safety. The Office of Public Safety continually promotes the reporting of incidents in programs such as: new student orientation, Resident Assistant crime prevention training, and whenever the opportunity arises.

Issues of personal safety, residential security, office safety, active shooter response, and vehicle theft prevention are but a few of the topics presented to students and employees in various formats. Catawba College conforms to the mandates of State and Federal law pertaining to victim's rights in the handling of all cases. To enhance community and student safety, it is recommended that after dark, people should walk with friends or someone they trust or know well. Escort services are offered around the clock by Public Safety Officers; students and employees can contact Public Safety for an escort at any time.

### CRIME PREVENTION AND EDUCATION PROGRAMS – 2024:

Program	Timeline	Subject(s) Covered
<b>Smarties and Dum-Dums</b>	Fall Semester 2024	With this program, Public Safety goes through residence halls, checking to make sure that students have locked their doors. Public Safety locks doors that were found unlocked, leaving a Dum-Dum and note behind. For doors found locked, Public Safety leaves Smarties and a note
<b>Active Shooter Signs</b>	Fall Semester 2024	Public Safety created and maintains the signs on classrooms walls by the door, informing students, faculty, and staff what to do in active shooter like situations.
<b>Handouts</b>	All Year	Public Safety provides handouts to faculty, staff, and students regarding information on how to maintain personal safety on campus, as well as how to report incidents of concern.
<b>New Student Orientation</b>	8/12/2024-8/15/2024	New students are expected to attend orientation programs, read the Student Conduct Code and Student Resource Guide, and stay up to date with policies of the institution. There are multiple stages during the orientation process in which campus safety and security is discussed with students: Preview Day, summer Freshman Orientation Retreats, and Orientation.. Multiple members of the Office of Student Affairs address students and their families regarding the Student Conduct Code. Public Safety also addresses campus

		safety again, to reiterate the message already communicated about safety and security.
<b>RA Training</b>	8/7/2024	Covered basic safety techniques and informed the resident assistants of standard operating procedures of how to address crisis situations.

#### **SEXUAL MISCONDUCT - 2024:**

Every year during New Student Orientation, the Office of Title IX sponsors sexual misconduct program. Programs on sexual misconduct prevention and awareness are conducted throughout the month and early during new students' time on campus.

<b>Program</b>	<b>Timeline</b>	<b>Topic(s) Covered</b>
<b>RA Training</b>	8/5/2024	Title IX training sessions
<b>Student Athlete Training</b>	8/27/2024	Title IX training sessions
<b>New Student Orientation</b>	8/12/2024-8/15/2024	Title IX training sessions

In addition, employees attended the following professional development trainings:

#### **EMPLOYEE SEXUAL MISCONDUCT TRAINING - 2024:**

<b>Program</b>	<b>Timeline</b>	<b>Topic(s) Covered</b>
<b>Public Safety Training</b>	9/11/2024	Title IX training sessions, how to respond to incidents, prevention, definitions, and support.
<b>Title IX training from Legal Counsel for Title IX team Members</b>	7/10/2024	Title IX training sessions, how to respond to incidents, prevention, definitions, and support. In addition, how to process an incident.
<b>Title IX training from Legal Counsel for Faculty and Staff</b>	Fall Semester	Title IX training sessions, how to respond to incidents, prevention, definitions, and support.
<b>Title IX training from Legal Counsel for New Employees</b>	As Hired	Title IX training sessions, how to respond to incidents, prevention, definitions, and support.

## **ALCOHOL & OTHER DRUG POLICY (STUDENT)**

### **PURPOSE**

The risks associated with the use of illicit drugs and the abuse of alcohol are numerous and include physical and mental impairment, emotional and psychological deterioration and devastating effects on family and friends. There are obvious risks such as: suffering a hangover; being charged with driving under the influence or while intoxicated; and sustaining or causing personal injury. There are several less obvious risks associated with alcohol and other drug abuse that students might not realize, including but not limited to:

- Poor academic performance
- Poor job performance
- Poor social interactions
- Unwanted and inappropriate sexual activity
- Sexually transmitted diseases, including HIV/AIDS
- Pregnancy
- Jeopardizing future career prospects, (e.g., admission to law school and employment with the federal government)

In addition, alcohol and illicit drug abuse puts the user at considerable health risk, which can include nausea, vomiting, cancer, liver damage, elevated blood pressure, psychotic episodes, hallucinations and, in some cases, death. In addition to the risk to the abuser of illicit drugs and alcohol, there are the risks to fellow classmates, the public, and to unborn children.

All students, whether on or off campus, must adhere to local and federal laws concerning alcohol use and are expected to conduct themselves in a manner consistent with College expectations. The College will not tolerate the unlawful manufacture and/or illegal purchase, consumption, possession, or distribution of alcohol to or by any student.

Local and federal laws prohibit the unlawful use, manufacture, possession, control, sale and dispensation of illicit drugs. These laws carry penalties for violations, including monetary fines and imprisonment. The unlawful manufacture, distribution, dispensation, possession or use of an illicit drug by a student on College property or as any part of a College-sponsored program on or off campus is strictly prohibited.

Any student who violates the Student Code of Conduct as it relates to alcohol and illicit drug use is subject to sanctions as outlined therein. See also the penalties for violation of federal and local jurisdiction standards related to drugs and alcohol.

The College cooperates fully with law enforcement authorities. Violations of Catawba College Alcohol and Illicit Drug Policy and/or the Student Code of Conduct that are also violations of federal and local law may be referred to the appropriate agencies. In such

situations, cases may proceed concurrently in the College conduct system and in the criminal justice system.

## **CATAWBA COLLEGE PROVISIONS REGARDING THE USE OF ALCOHOL**

### INFORMATION ON NORTH CAROLINA LAWS REGARDING ALCOHOL

The purchase or possession of beer, wine, liquor or mixed beverages by a person less than 21 years old is illegal in the state of North Carolina. It is also illegal to sell beer, wine, liquor or mixed beverages to those less than 21 years old or to aid and abet a person less than 21 years old in obtaining alcoholic beverages. It is illegal to use a fraudulent ID or to permit the use of one's ID by a person less than 21 years old to purchase alcoholic beverages. It is illegal to give alcoholic beverages to an intoxicated person.

Driving with any amount of alcohol in the body is illegal for anyone under 21; driving with a blood alcohol concentration of .08%, "Driving While Impaired," carries a range of sentences and fines and may result in a suspended license. A person can be charged with "Driving While Impaired" with blood alcohol concentrations under .08% if police observe erratic driving. And, if you become disruptive in public (violent, insulting, using profanity, urinating, etc.) as a result of being drunk, you can be fined and spend time in jail.

Criminal Penalties for alcohol offenses range in seriousness from a significant fine to imprisonment or both. Penalties vary depending on the age of the offender and the nature of the offense. A criminal record (misdemeanor or felony) may preclude admission to graduate or professional schools, professional licensure and certification or security clearance of certain professions and positions.

### **ALCOHOL AND DRUG POLICY DEFINITIONS**

- **Alcohol:** any spirituous malt, fermented, brewed or other liquors or any other mixture that contains alcohol and is used as a beverage
- **Common Area:** any campus area outside of a student's residence hall room
- **Common Source Container:** any keg, mixed punch or other communal dispensers from which a quantity of beverage is distributed to more than one person
- **Container:** any cup, can, bottle or other device that may be used to hold (whether opened or unopened) an alcoholic beverage
- **Controlled Substances:** include, but are not limited to, substances that are prescribed by a physician that are being distributed to others even though the distributor may have a prescription from a physician for that particular controlled substance.



- **Distribution/The Sale of/Intent to Sell:** any amount of illegal drugs, narcotics or controlled substances with the intention to supply another person either through financial, trade or other means
- **Drinking Games/Drinking Devices:** any possession or participation in gaming or challenge activities used to promote the consumption of alcohol. Drinking devices include but are not limited to funnels, beer pong tables, etc.
- **False Identification:** any document with information that contradicts the legal name, birth date or other personal information
- **Illegal Drugs:** any non-prescribed narcotic, mind-altering, hallucinogenic or illicit illegal drug as defined by state and federal laws.
- **Paraphernalia:** equipment, products and materials of any kind that are used to facilitate violations of the Controlled Substance Act, including planting, growing, harvesting, producing, preparing, testing, analyzing, packaging, repackaging, storing, containing and concealing controlled substances and injecting, ingesting, inhaling or otherwise introducing controlled substances into the human body.
- **Possession:** to include the transportation, carrying on person, within immediate proximity or storage of alcohol, drugs or other paraphernalia.

**Substance Abuse:** includes, but is not limited to the following behaviors:

- The use of illegal drugs
- The use of prescription drugs in your name in a manner inconsistent with prescribed dosage instructions
- The use of prescription drugs not clearly prescribed in your name in a manner inconsistent with prescribed dosage instructions and substances contrary to the manufacturer's directions for purpose of altering one's mental or physical state.
- Consumption of alcohol in an abusive manner including, but not limited to, the following behaviors in the College Guideline for Alcohol Policy Violation Sanctions: underage consumption of alcohol, intoxication, or public drunkenness, participation in drinking games, and/or use of drinking devices.

#### **ALCOHOL POLICY AND REGULATIONS**

1. The following regulations are based on the Alcohol Beverage Control laws of North Carolina and on the College's intent to encourage moderation if alcohol is consumed.
2. Students under the age of 21 may not purchase, possess or consume any alcoholic

3. Students over the age of 21 may consume legal alcoholic beverages only in the privacy of residence hall rooms where at least one resident is 21. Residence hall areas such as entrances, lobbies and hallways are considered to be public areas and, therefore, alcoholic beverages may not be consumed and/or displayed in these
4. Alcohol containers, whether empty or full, may not be displayed in public areas, to include window sills and other areas in private residence rooms that may be observed from outside. Public areas include residence hall entrances, lobbies and hallways, as well as non-residence buildings on campus and the campus grounds. Possession of alcohol containers, even though they are empty, may not be in rooms where the occupants are under the age of twenty-one (21). In addition, students residing in a room where both residents are under the age of twenty-one may not host an of age student possessing or consuming an alcoholic
  1. Alcohol may not be dispensed or consumed during any student social
  2. College funds may not, under any circumstances, be used for the purchase of alcoholic beverages to be dispensed or consumed at any student social function on or off
  3. Kegs or any other common source containers of alcohol are strictly prohibited on campus for student consumption.
  4. The consumption or display of alcoholic beverages is prohibited in all areas except those specifically approved by the Office of the Dean of Students.
  5. Student organizations may not sponsor or co-sponsor a function cooperatively with any alcoholic beverage distributor or brewing company, nor lend its name to any such activity at which an alcoholic beverage is to be dispensed as a promotion for a brewing company or alcohol distributor.

#### INTERNATIONAL ALCOHOL POLICY EXEMPTION

Students traveling internationally are subject to Catawba College's student conduct code procedures for conduct code violation and including, but not limited, violation of the College's alcohol policy. Alcohol may be consumed by a student on Catawba College sponsored trips only if a student has reached the legal drinking age in the visiting country. Further, of-age (in the visiting country) alcohol consumption by students during Catawba College sponsored trips is permitted at the discretion of the faculty and/or staff supervisor(s). Students will be responsible for their behavior when traveling internationally, and can be found in violation of Student Conduct Code.

#### ALCOHOL POLICY RELATING TO STUDENT ORGANIZATIONS

Distribution, possession or consumption of alcohol beverages, including public drunkenness, at student organization events are in violation of the College's alcohol policy. In addition to individual students being charged with a violation of the College alcohol policy, student organizations and groups are also responsible for and subject to meeting all regulations governing their charter or sponsorship. This includes all student organizations, clubs, and athletic teams.

#### ALCOHOL AND DRUG POLICY RELATING TO STUDENT ATHLETES

In addition to the policies listed here, student athletes are also accountable for the policies as listed in the Student Athlete Alcohol and Drug Policy distributed by the Athletic Department. Athletes will receive a copy of the Student Athlete Alcohol and Drug Policy from the Athletic Department. Student athletes are encouraged to speak with their coaches or the Athletic Director for more information about this policy. This policy is meant to supplement the Code of Student Conduct and offer additional educational opportunities on an individual basis. Student Athletes who fail drug tests will also be subject to conduct action in addition to sanctions received by the Athletic Department.

#### NOTIFICATION POLICY

The Administration of Catawba College believes that the greatest opportunity for social and academic success exists when all members of the College community work together as a team. Therefore, College administrators reserve the right to notify and inform other College personnel who may have a significant relationship to a student of matters arising under the Student Conduct Code. Other personnel who may be notified include student advisors, professors, the Athletic Director, coaches and/or other College administrators. The College further reserves the right to notify parents of students found to be in violation of the College policies regarding the possession or use of alcohol and other drugs. If a member of a College athletic team is issued a violation of the Alcohol or Drug Policy, the Athletic Director and/or coaches will also be notified.

#### **GUIDELINES FOR ALCOHOL POLICY VIOLATION SANCTIONS**

Violations of the College Alcohol Policy are sanctioned on two levels.

**Level 1:** General violations of the College Alcohol Policy, including but not limited to the following:

- Underage consumption or possession of alcohol;
- Consumption or possession of alcohol in a substance free residence hall;
- Consumption of alcohol in a public area;
- Intoxication or public drunkenness;

- Presence of alcohol containers, both open and unopened, in an under-aged student's room;
- Participation in drinking games/possession (Unless under age of 21)
- Possession or use of drinking

**Level 2:** Violations of the College Alcohol Policy related to more serious or harmful behavior, including but not limited to the following:

- Causing harm to oneself, others or damage to College property;
- Engaging in physical violence or vandalism;
- Participation in drinking games (under age of 21)
- Showing disrespect to a College employee;
- Providing or distributing alcohol to an underage person;
- Illegally operating a vehicle after having consumed alcohol;
- Use of false identification to purchase or gain access to an establishment at which alcohol is served;
- Possession of a common source

Level 2 violations are of a more serious nature and a violation will therefore carry a two-offense penalty. Students who are issued a Level 2 alcohol violation will be responsible for the next two offenses as listed in the sanctioning schedule. The violation will count as two offenses in determining the student's scheduled sanction.

The College reserves the right to issue an alcohol violation based on information received from outside agencies such as law enforcement officers or other colleges. Students should also review the "Jurisdiction of the College Student Code (Article III.A) and Violation of Law and College Discipline (Article III.C of the Student Conduct Code) for further information.

The Student Affairs Office is charged with the enforcement of all College policies. The following sanctions will be assessed when students accept responsibility or are found responsible for a violation of the College alcohol policy. Any sanction may be accompanied by a required educational component. Additional sanctions beyond the stated sanctions listed in the schedule (either by Administrator or Conduct Board) as this happens depending on the severity of the case.

#### ATHLETIC TAILGATING POLICY AS APPLIED TO ALCOHOL CONSUMPTION

Tailgaters must be respectful of those around them and mindful that students are subject to policies in the Student Handbook. Everyone else is subject to rules and regulations of the State of North Carolina, the City of Salisbury, Catawba College and the Catawba College Athletic Department.

#### ALCOHOL SANCTIONING SCHEDULE

**Alcohol Education Option, Formal Written Warning.** The Alcohol Education Option is available once to students with no prior alcohol or drug violations. Students must complete the Alcohol Education Option within 30 days of selecting the option. If a student fails to complete the requirements of the Alcohol Education Option, the Catawba College Conduct Director will notify the student is not in good standing and further sanctions will ensue. Completion of the Alcohol Education Option will be noted in the student's record maintained within the Student Affairs office. The charge against the student will be rescinded after one full year if no further substance abuse violations occur.

#### **Requirements of the Alcohol Education Option:**

1. **Education:** The student will be required to complete an alcohol educational workshop addressing the issue of alcohol use and abuse. This workshop is conducted by the Alcohol and Substance Abuse Coordinator in Student Affairs. BASICS (Brief Alcohol Screening and Intervention for College Students) – The BASICS program consists of one 15 minute Intake, then two one-hour one-on-one sessions with a staff member. During these sessions, students will complete alcohol drug assessments, discuss their history of substance use, analyze their current use, and review alcohol and drug information. The initial fifteen (15) minute Intake appointment is at no charge; however, students who are required to complete BASICS will be required to pay the fee (\$100.00) for the program,
2. **Fine:** A \$100.00 fine must be paid to Catawba College which will be used to fund educational speakers, programs, services, and supplies to address the challenge of alcohol or drug use and abuse
3. **Parent/Guardian Notification:** A letter will be sent to the parent(s) or guardian(s) of the student notifying them of the election to complete the Alcohol Education Option in response to a charge of the student violating the general provisions of the Alcohol Policy.

**Second Offense or First after Clemency.** \$125.00 fine, Parental Notification, 10 Hours Community Service and completion of an Online Education Class (\$50.00 fee).

**Third Offense.** \$175 Fine, Parental Notification, 20 Hours Community Service and Substance Abuse Assessment with Counseling Services staff (\$50.00 fee).

Fourth Offense: Suspension

\* The Online Education Component will be added to all new sanctions for students who are issued an alcohol violation passed their first and have not completed the Online Education Component.

\*\* In regards to all alcohol and drug violations that would result, by our sanction schedule, in suspension, the Dean of Students or his or her designee will have the ability to review and revise the final outcome based on the situation

\*\*\* All fines will be placed in the Substance Abuse programming account.

#### AMNESTY CLAUSE

Catawba College wants to prevent any tragedy from occurring due to alcohol or drug abuse. Therefore, when a student dials 911, contacts an RA or Public Safety to seek medical help for another student who is intoxicated, that individual will not be subject to judicial record. Although student(s) will have to complete an educational component and the victim may be mandated for substance abuse evaluation and counseling, neither will receive violations. This educational component will allow the student to learn more about drug and alcohol abuse to help prevent future incidents. The assessment of the victim will allow for physical and mental evaluations and treatments as needed. The incident will go into their file and only be activated if a second incident occurs, or if the educational sanctions are not completed.

#### **DRUG USE POLICY**

Catawba College is an academic community that believes that the life of the mind is intrinsically alluring and worthy of pursuit. The abuse of drugs seriously runs counter to that deeply held value and is clearly detrimental to the individual's welfare. Thus, consistent with the beliefs and purposes of this institution, the use of any drugs in the College community must be within the limits of federal and state laws. This policy extends beyond campus. Admission of drug use off campus is considered subject to conduct charges. The College reminds students of their responsibility to be aware of and to obey those federal and state statutes that prohibit the use of various drugs. While the College is not specifically responsible for the enforcement of federal and state drug laws, those agencies charged with this legal responsibility have the authority to carry out their duties on the campus. The College cannot, nor does it wish to, provide a haven for illegal drug activity. Thus, individuals who illegally possess, use or supply prohibited drugs within the academic community risk action by the appropriate civil authorities and consequent penalty. The College reserves the right (III.3 of Conduct Code) to report criminal activity to authorities. In addition, there is considerable evidence that prolonged use of such drugs can be harmful to the individual's psychological or physical health. Students whose use of drugs results in academic difficulties or psychological/ physical health problems will be advised to seek professional assistance and may be required to withdraw from the College until a



professional rehabilitation program, which is not available at the College currently, is completed.

#### COLLEGE DRUG REGULATIONS

The use, possession, distribution, or sale of any illegal drug or controlled substance for which the student does not possess a prescription from a physician is strictly forbidden on the Catawba College campus. The distribution of a controlled substance for which a student has a prescription from a physician is also a violation of this policy. The use or possession of any drug paraphernalia is prohibited.

#### DRUG DISTRIBUTION POLICY

Students who actively promote, supply, or sell legal/illegal drugs thereby engage in behavior that may infringe in the rights of others, endanger the well-being or safety of others, or result in psychological or physical injury to others. They will, therefore, be subject to the full range of the College disciplinary action as defined in this Resource Guide, including permanent expulsion. The local police may be summoned by a member of the College who encounters the possession, use distribution or sale of a drug by a student on the campus.

#### STANDARDS OF CONDUCT RELATED TO DRUGS

In accordance and compliance with the requirements of the Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226), effective October 1, 1990, the following behavior is prohibited: the unlawful possession, use or distribution of drugs by students and employees on College property or as part of any College activity.

#### PERFORMANCE-ENHANCING DRUGS

The use of performance-enhancing drugs (e.g. anabolic steroids, amphetamines, etc.) by athletes in an attempt to gain a possible athletic advantage is a threat to their health and undermines the spirit of sportsmanship. Such drug use also threatens the health of others because of the pressure it may put on them to experiment with dangerous substances.

The Catawba Department of Athletics states emphatically that the use of such drugs will not be tolerated, and that anyone using them will not be permitted to represent the College in intercollegiate athletic competition. When an athlete is found to be using such drugs, that individual may be referred to the Office of the Dean of Students.

#### CONTROLLED SUBSTANCES

The unlawful distribution, possession or use of controlled substances on property owned or controlled by the College, or as part of any College activity, or off campus when the interests of the College are involved, is strictly prohibited. Controlled substances include, but are not limited to, substances that are prescribed by a physician that are being distributed to others even though the distributor may have a prescription from a physician for that particular controlled substance. Health Services must be notified of any medications taken on a daily basis. Students are required to complete this information on

the health history form and to notify Health Services of any additions or changes that may occur.

#### THE ABUSE OF PRESCRIPTION AND OVER-THE-COUNTER DRUGS

Individuals should follow the instructions of the prescribing physician in using prescription and/or over-the-counter drugs. Abuse of such drugs can result in serious physical and mental disability. Please note, abuse includes use by person other than whom the prescription is for.

#### COLLEGE DRUG REGULATIONS

The use, possession, distribution or sale of any illegal drug or controlled substance for which the student does not possess a prescription from a physician is strictly forbidden on the Catawba College campus. The distribution of a controlled substance for which a student has a prescription from a physician is also a violation of this policy. The use or possession of any drug paraphernalia is prohibited.

#### DRUGS (CATAWBA COLLEGE RESPONSES TO DRUG CODE OFFENSES)

- Possesses/uses an illicit drug or
- Manufactures, sells, delivers or possesses with the intent to manufacture, sells or delivers, any substance identified as a controlled substance by North Carolina General Statutes, Chapter 90, Article 5 (North Carolina Controlled Substances Act), or similar provisions of federal law.
- Possesses/uses drug
- Drivers while impaired attributable to the use of
- Is visibly overcome- exhibits behavior including but not limited to loss of bodily control of consciousness, requires physical or medical assistance, or otherwise is unable to care for themselves due in part or in whole to the consumption of alcohol or other drugs.
- Consumes, including huffing and/or sniffing, any substances not intended for such

Violation of Drug Policy	Sanction Guideline		
	First Offense	Second Offense	Third Offense
Possession/Use Drugs (1a.)	Community Service hours possible; \$100 Fine; Disciplinary Probation; Online educational component; 10-20 hrs. Substance counseling/\$50 fee	Community Service hours possible; \$150 Fine; Disciplinary Probation for two (2) years; 20 -40 hrs. substance Counseling/\$100 fee; Drug Screening	Immediate Suspension w/out the option of conduct board hearing
Sells/Intends/ Manufactures (1b.)	Suspension or Expulsion; Substance Assessment (prior to return)	Suspension or Expulsion	Suspension or Expulsion w/out the option of conduct board hearing
Paraphernalia (1c.)	Disciplinary Probation; Online Educational Component; \$50 fee	Suspension; Substance Assessment (prior to return)	Suspension w/out the option of conduct board hearing; Substance Assessment (prior to return)
Driving While Impaired (1d.)	Disciplinary Probation; Online Educational Component; \$50 fee	Suspension; Substance Assessment (prior to return)	Suspension w/out the option of conduct board hearing; Substance Assessment (prior to return)
Visibly Overcome (1e.) Consumes)	Disciplinary Probation; Online Educational Component; \$50 fee	Suspension; Substance Assessment (prior to return)	Suspension w/out the option of conduct board hearing; Substance Assessment (prior to return)
Parental Notification for all drug charges may occur			

This policy implements the Drug Free Schools and Communities Act (20 U.S.C. 1145g).

## OTHER RESOURCES

<b><u>Counseling Services</u></b> Walk-ins are welcome and are assisted by the next available counselor. Our office is located in the Cannon Student Center, Student Affairs Suite. <b>704.645.4500</b>	<b><u>Health Center</u></b> Services include treatment for routine illnesses and injuries, sexual health, drug and alcohol education, and nutritional education. <b>704.645.4404</b>
<b><u>Novant Health Rowan Medical Center</u></b> Closest Hospital to Campus. 612 Mocksville Avenue Salisbury, NC 28144 <b>704.210.5000</b>	<b><u>Dean of Students</u></b> The Dean of Students Office is also available to assist students seeking alcohol and/or other drug rehabilitation services. <b>704.645.4547</b>

## **INFORMATION ON HEALTH RISKS**

Information about the health risks associated with drug abuse and the misuse of alcohol is available for students from Campus Health. As the federal Drug Free Schools and Communities Amendments of 1989 require, included below is a description of the health risks associated with the use of illicit drugs and misuse of alcohol, a summary of applicable legal sanctions for the unlawful possession or distribution of illicit drugs and alcohol, and a summary of the College's minimum sanctions for unlawful possession, use, or distribution of illicit drugs and alcohol by students or employees on College property or as a part of any College activity.

Illegal drugs and alcohol not only pose serious health risks to those who use them, but state and federal criminal penalties for possession, sale, trafficking and illegal interstate transportation also are severe. College disciplinary sanctions for the possession and sale of illegal drugs and alcohol can result in disruption or termination of college education or employment. More detailed information for a selected list of substances follows:

### **ALCOHOL**

Alcohol is a depressant that slows down the heart, nervous system and brain and high doses of alcohol can cause someone to stop breathing. Prolonged immoderate use can cause artery disease, heart failure and liver damage including cancer, cirrhosis and hepatitis. Women may develop alcohol-related health problems sooner than men and from drinking less alcohol than men. Because alcohol affects nearly every organ in the body, long-term heavy drinking increases the risk for many serious health problems.

[www.drugabuse.gov/drug-topics/alcohol](http://www.drugabuse.gov/drug-topics/alcohol)

### **MARIJUANA**

Marijuana has various risks associated with use, whether inhaled or ingested with food. Evidence indicates it can affect brain development in teens and young adults. In the short-term, it causes problems with short term memory and learning, distorts perception (sights and sounds) and causes poor coordination and decision making. It has been known to 58 contain more than 400 chemicals and has 2½ times as much tar as tobacco. Because it decreases concentration and learning abilities, marijuana is particularly detrimental to students. Research shows that marijuana users experience the same health problems as tobacco smokers, such as bronchitis, emphysema, bronchial asthma and throat and lung cancer; tend to have more chest colds than non-users; and are at greater risk of getting lung infections like pneumonia. Studies show that someone who smokes five joints per day may be taking in as many cancer-causing chemicals as someone who smokes a full pack of cigarettes every day. Other effects include increased heart rate, dryness of the mouth, reddening of the eyes and impaired motor skills. Long-term use is associated with depression, anxiety and loss of motivation. [www.drugabuse.gov/drug-topics/marijuana](http://www.drugabuse.gov/drug-topics/marijuana)

### **ANABOLIC STEROIDS**

Steroids (have side effects ranging from insomnia to death. Using them increases the risk of cancer and cardiovascular, kidney and liver disease. Users may exhibit mood swings that

include aggressive, combative behavior and use may cause impotence, sterility, or fetal damage. [www.drugabuse.gov/drug-topics/steroids-anabolic](http://www.drugabuse.gov/drug-topics/steroids-anabolic)

### **AMPHETAMINES**

Amphetamines can cause acute psychoses and malnutrition. They also can make a user nervous, hyperactive and sleepless and can elevate pulse rate and blood pressure as well as exacerbate symptoms of anxiety.

[www.drugabuse.gov/publications/drugfacts/prescription-stimulants](http://www.drugabuse.gov/publications/drugfacts/prescription-stimulants)

### **METHAMPHETAMINES**

“Meth” is a highly addictive drug that targets the functioning of the central nervous system. Short-term effects include increased wakefulness, increased physical activity, decreased appetite, increased respiration, rapid heartbeat, irregular heartbeat, increased blood pressure, hypothermia, irritability, paranoia, insomnia, confusion, tremors and aggressiveness. Long-term health effects include irreversible damage to blood vessels in the brain, stroke, severe reduction in motor skills with symptoms similar to those of Parkinson’s disease, impaired verbal learning, memory impairment and decreased ability to regulate emotions. Many of the long-term effects persist after use of the drug is discontinued. [drugabuse.gov/drug-topics/methamphetamine](http://drugabuse.gov/drug-topics/methamphetamine)

### **HEROIN AND OPIUM**

An overdose of these psychologically and physiologically addictive drugs can cause death through suppression of central nervous systems including breathing. Users feel sluggish and fall asleep at inappropriate and dangerous times. Intravenous users risk contracting Hepatitis, HIV/AIDS and other infections. [www.drugabuse.gov/drug-topics/heroin](http://www.drugabuse.gov/drug-topics/heroin)

### **COCAINE**

Anyone who uses cocaine, even a first-time user, may have seizures, heart fibrillation and strokes that can result in death. Habitual users experience irritability, paranoia and hallucinations. Use causes tumors, chronic fatigue, dangerous weight loss, sexual impotence and insomnia and affects respiration, blood pressure and blood sugar levels.

[www.drugabuse.gov/drug-topics/cocaine](http://www.drugabuse.gov/drug-topics/cocaine)

### **LYSERGIC ACID DIETHYLAMIDE (LSD)**

LSD causes hallucinations, perception distortions and anxiety. Users cannot function normally and are accident-prone. LSD also can cause elevated body temperature and respiration and a rapid heartbeat. <https://nida.nih.gov/research-topics/psychedelic-dissociative-drugs>

### **MDMA (ECSTASY/MOLLY)**

MDMA produces both stimulant and psychedelic effects including increased heart rate, elevated blood pressure, nervousness and hyperactivity. Because users may experience feelings of increased confidence, sensitivity, arousal and confusion, use of Ecstasy makes

them more vulnerable to crime, especially robbery, sexual assault and other unwanted sexual encounters. [drugabuse.gov/drug-topics/mdma-ecstasy-molly](http://drugabuse.gov/drug-topics/mdma-ecstasy-molly)

#### **OXYCODONE AND OTHER NARCOTICS**

These drugs are chemically similar to heroin and opium. Although they can be safe and effective treatments for pain when prescribed by a doctor and used as directed, they are psychologically and physiologically addictive and overdose and death through misuse is possible. Because of their medical uses, these drugs are frequently manufactured in a time-release (sustained-release, long-acting, extended-release) form. If users circumvent the time-release formulation, they may take a larger dose than intended, overdose and suffer serious complications or death. Combining opioids with alcohol or other drugs significantly increases the risk to life and well-being. [www.drugabuse.gov/drug-topics/commonly-used-drugscharts](http://www.drugabuse.gov/drug-topics/commonly-used-drugscharts)

#### **PSILOCYBIN**

This substance, found in certain mushrooms, causes hallucinations and perception distortions. Users cannot function normally and are accident-prone. This drug also can produce anxiety, elevated body temperature, rapid heartbeat and elevated respiration. [www.nida.nih.gov/research-topics/psilocybin-magic-mushrooms](http://www.nida.nih.gov/research-topics/psilocybin-magic-mushrooms)

#### **RITALIN (METHYLPHENIDATE), CONCERTA, AND ADDERALL**

These drugs are chemically similar to amphetamines. Although they are safe and effective treatments for attention deficit hyperactivity disorder when prescribed by a doctor and used as directed, they are powerful stimulants and can be addictive. Because of their medical uses, these drugs are frequently manufactured in a time-release (sustained-release, long-acting, extended-release) form. If users circumvent the time-release formulation, they may take a larger dose than intended, overdose and suffer complications or death. [www.drugabuse.gov/publications/drugfacts/prescription-stimulants](http://www.drugabuse.gov/publications/drugfacts/prescription-stimulants)



## **ALCOHOL & OTHER DRUG POLICY (EMPLOYEE)**

Catawba College is dedicated to being in full compliance with the requirements of the Drug-Free Workplace Act of 1988 and the Drug-Free School and Communities Act Amendments of 1989. As a recipient of federal contracts and grants, the College certifies to all funding agencies that it promotes and provides a workplace free from illicit drugs and alcohol use by complying with the statutory requirements stipulated in both federal and state laws.

Catawba College's Employees Workplace Practices: Drug and Alcohol Policy is updated regularly and can also be found online: <https://catawba.edu/hr/employee-resources/handbooks/employee/>

### **POLICY & PURPOSE STATEMENT**

To help ensure a safe, healthy, and productive work environment for our employees and others, protect College property, and ensure efficient operations, Catawba is committed to providing a drug and alcohol-free workplace.. Drug and alcohol addiction may represent an illness with which employees may need help and treatment to deal with effectively. Substance abuse, while at work or otherwise, can seriously endanger the safety of employees. Catawba has established this Policy to detect users and remove abusers of alcohol and/or other drugs from the workplace. It is Catawba policy to prevent the use and/or presence of these substances in the workplace and to assist employees in overcoming any dependence on drugs and/or alcohol in accordance with the following guidelines.

While Catawba has no intention of intruding into the private lives of its employees, Catawba expects employees to report to work in a condition to do their duties. Catawba recognizes employees' off-the-job, as well as on-the-job, involvement with drugs and alcohol impacts the workplace and on our ability to accomplish our goal of a drug and alcohol free work environment.

### **COVERED EMPLOYEES**

All Catawba employees are covered by this Policy and, as a condition of employment, are required to abide by the terms of this Policy. Compliance with this Policy is strictly voluntary. Refusal by an employee to submit to a testing procedure may, however, constitute grounds for termination or appropriate disciplinary action.

Illegal drug use which could adversely affect an employee's job performance or which could jeopardize the safety of others, the public, or Catawba equipment, is proper cause for administrative or disciplinary action up to and including termination of employment.

Employees arrested for illegal drug activity may be considered to be in violation of this Policy. In deciding what action to take, the administration will take into consideration the nature of the charges, the employee's present job assignment, the employee's record at Catawba, and other factors relating to the impact and circumstances of the employee's arrest.

## **RESPONSIBILITY FOR ADMINISTRATION**

Catawba will notify all employees of this Policy and its contents. Employees will acknowledge receipt of information regarding this Policy and either a copy of the Policy or a link thereto on the Catawba website. Catawba will maintain the acknowledgement of receipt in each employee's personnel file. Employees should direct questions about this Policy to the Department of Human Resources.

## **PROCEDURES**

Catawba will discharge an employee who is found to have used, sold, possessed, manufactured, dispensed, distributed, or purchased drugs on Catawba property. The President of the College approved the service of alcoholic beverages at Catawba sponsored events. It is a violation of this Policy for an employee to report to work under the influence of drugs or intoxicants. Drugs and intoxicants could include legal as well as illegal drugs.

Illegal drugs are drugs or controlled substances, which are not legally obtainable, or legally obtainable but not obtained or used in a lawful manner (example: prescription drugs that are not lawfully obtained and/or prescription drugs not prescribed for the individual being tested).

Legal drugs are those prescribed or over-the-counter drugs legally obtained by an employee and used for the purpose for which they are prescribed and sold. These drugs, even though legal, can affect the safety of an employee, fellow employees, and members of the Catawba community. Any employee who thinks they are taking legal drugs, which may impair safety performance or any motor function, must advise the employee's supervisor of such medication before reporting to work. If it is determined such use does not pose any safety threat, the employee will be permitted to work. If such use does impair the employee's ability to safely or effectively perform the functions of the employee's job, the employee may be temporarily reassigned or placed on a leave of absence during the period of treatment.

## **TESTING**

Catawba will utilize a NIDA certified laboratory to conduct drug testing pursuant to this Policy. Drug and alcohol testing will be applicable in the following situations:

All persons offered employment at Catawba.

An applicant testing positive will not be considered again for employment for at least one (1) year from the date of notification of the positive test. It is preferred a new employee be tested prior to reporting for work. However, it is realized under certain circumstances a new employee may start before test results are known. In such circumstances the employee's hiring is conditional upon passing the drug test. All employment offer letters are to contain a statement that employment is conditional upon passing a drug test.

**Testing is also applicable in situations such as:**

1. Discovery or presence of drugs in employee's possession or near the employee's work station;

2. Odor of alcohol and/or residual odor peculiar to some chemical or psychoactive substance;
3. Arrest for a drug-related crime;
4. On the job accident or injury. The injured employee will be allowed to continue to work until the results of the drug and/or alcohol screening are known. It may be possible for this testing to be done at the medical facility if the injury requires medical attention.

### **REASONABLE CAUSE TESTING**

If a supervisor believes reasonable cause exists, the supervisor should bring that concern to the attention of the Director of Human Resources and the appropriate Vice-President. Factors which substantiate reasonable cause must be documented. Upon approval of the Director of Human Resources, in consultation with the appropriate Vice-President, Catawba will ask the employee to consent to a drug and/or alcohol test. The employee required to submit to a drug and/or alcohol test. If the employee refuses to consent, the employee will be subject to discipline up to and including discharge. Employees tested for drug and/or alcohol use as a result of reasonable cause being established will not be able to return to work until the results of the drug and/or alcohol screening are known.

The Director of Human Resources will inform an employee tested pursuant to the reasonable cause guidelines of the results of the test. If the results of the drug and/or alcohol screening are negative, the employee will return to work immediately and will be paid for time lost. The Director of Human Resources will provide a letter to the employee to this effect and place a copy of the letter in the employee's personnel file. If the results are positive, Catawba may take the actions deemed necessary based upon the circumstances applicable to the case.

An employee testing positive will not return to work until test results are negative. Employees returning to work after a positive drug and/or alcohol test will be subject to periodic and unannounced testing for a period of one year following the return to work.

### **ADDITIONAL RULES**

Catawba's drug testing vendor will provide applicants and employees the opportunity prior to testing to list all drugs they have taken recently, including prescribed drugs and to explain the circumstances of the use of those drugs in writing. This listing and explanation, if any, shall be kept in confidence unless there is a positive screen. If there is a positive screen, it will be reviewed by those necessary on a strictly need-to-know basis. Any applicant or employee who adulterates a specimen or attempts to invalidate a test will be considered as having received a positive result.

Three (3) hours will be the maximum time allowed for collection of the urine sample. Any applicant or employee who submits a cold sample will be allowed three (3) hours to provide

another sample. The applicant or employee will have to remain in the testing area under the close supervision of the technician until the new sample is produced.

An employee who is discharged for distributing or possession of drugs in violation of this policy will not be eligible for rehire. Employees discharged or suspended for positive results on random and/or for cause drug testing are not eligible for rehire for one year from the date the test results became known.

#### **SELF-IDENTIFICATION GUIDELINES**

An employee who recognizes the employee may have an alcohol and/or drug abuse problem may request assistance through the Catawba College Healthcare Plan. The Catawba Director of Human Resources may be able to provide access to resources as well. An employees who voluntarily requests assistance with drug and alcohol abuse problems may do so without jeopardizing continued employment with Catawba provided the employee enrolls in and strictly adheres to all the terms of outside treatment and counseling programs as may be recommended through the treating facility.

Voluntary requests for assistance do not prevent disciplinary actions for prior positive test results or any on-going or future violation of Catawba work rules. In keeping with Catawba's need for safety and security, the Director of Human Resources, the employee's supervisor, and the applicable Vice-President will determine whether Catawba can and should grant a leave of absence during the period of treatment or counseling.

#### **CONFIDENTIALITY**

Identities of applicants and employees tested, the reason for such tests, test results, and employee use of the Catawba healthcare plan are matters of the greatest confidence. Only those individuals with a strict need to know will be informed.

#### **OFF-THE-JOB USE**

Off-the-job illegal drug use which could adversely affect an employee's job performance or which could jeopardize the safety of others, the public, or Catawba equipment, is proper cause for administrative or disciplinary action up to and including termination of employment.

An employee who is arrested for off-the-job drug activity may be considered in violation of this Policy. In deciding what action to take, Catawba will take into consideration the nature of the charges, the employee's present job assignment, the employee's record with Catawba and other factors relating to the impact and circumstances of the employee's arrest. If the employee is charged with a felony, Catawba will suspend the employee without pay until the disposition of the charges. If the employee is found innocent, Catawba will return the employee to work with no loss of benefits or seniority. If the employee is found guilty of the charges, Catawba will terminate the employee's employment.

## DEFINITIONS

**For the purposes of this Policy, the following terms shall have the following definitions:**

- **Under the Influence** means an employee is affected by a drug or alcohol or the combination of a drug and alcohol in any detectable manner. The symptoms of influence are not confined to those consistent with misbehavior, or to obvious impairment of physical or mental ability, such as slurred speech or difficulty in maintaining balance.
- **Illegal drug** is any drug (a) not legally obtainable or (b) legally obtainable but not legally obtained or used. Therefore, the term includes prescription drugs obtained illegally and prescription drugs not being used for prescribed purposes. It also includes marijuana, cocaine and heroin and derivatives of those drugs, among other illegal drugs.
- **Legal drug** includes prescribed and over-the-counter drugs legally obtained and being used for the purpose for which they were prescribed and/or manufactured.
- **Premises** include all buildings, vehicles, and other facilities used by Catawba to conduct its operations.
- **Reasonable Cause/Reasonable Suspicion** shall be defined as a belief based on observed, specific, objective facts where the rational inference to be drawn under the circumstances is that the person is under the influence of drugs or alcohol. An unexplained workplace accident may be considered to provide reasonable cause/suspicion.
- **Criminal Drug Statute** means a federal, state or local criminal statute involving the manufacture, distribution, dispensing, possessing or use of any controlled substance.
- **Controlled Substance** means a controlled substance in Schedules I through V of Section 202 of the Controlled Substance Act (21 U.S.C. 812) and as further defined in regulation 21 CFR 1308.11-1308.15.
- **Conviction** means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the federal or respective state criminal drug statutes.

## SEARCHES

Catawba reserves the right to conduct unannounced searches of its property, vehicles, and facilities, including work areas, desks, and lockers assigned to employees, at any time. No employee has the right to interfere with or object to such searches of Catawba property based on expectations of privacy or otherwise.

Catawba reserves the right to search personal property belonging to its employees, such as but not limited to, lunch boxes or bags, pocketbooks, or briefcases if such property is brought onto Catawba premises or into Catawba vehicles.

Catawba searches of the persons of employees, including articles of clothing being worn by employees, are prohibited.

## RESPONSE TO SEXUAL, INTERPERSONAL AND RELATED MISCONDUCT

The Clery Act, as amended by the Violence Against Women Act (VAWA), requires colleges to address dating violence, domestic violence, sexual assault, and stalking through programs, awareness campaigns, policies, and procedures. Title IX of the Education Amendments of 1972 ("Title IX") is a Federal civil rights law that prohibits discrimination on the basis of sex in education programs and activities. Catawba College is committed to providing a safe learning and working environment and strictly prohibits all acts of dating violence, domestic violence, sexual assault, stalking, and sexual harassment. These guidelines apply to all students, faculty, staff, contractors, vendors, and visitors.

### EDUCATION PROGRAMS

Catawba College is committed to increasing awareness and prevention of violence. All incoming students and new employees are provided with programming and strategies intended to prevent sexual, interpersonal, and related misconduct before it occurs. This includes an understanding of how important it is that we change social norms in a way that dictates that these behaviors are unacceptable. Awareness and education programming include a clear statement that Catawba College prohibits such acts, their definitions, the definition of consent, options for bystander intervention, information about risk reduction, and policies and procedures for responding to these incidents. Ongoing prevention and awareness campaigns are also offered throughout the year, some of which include:

- **Housing and Residence Life Programming** -- Residence Hall programs designed to educate and socialize residents.
- **Prevention & Response Strategies** -- Employees receive on-demand sex- and gender-based harassment and discrimination in the workplace and classroom response and prevention strategies. These trainings discuss supporting students and employees following disclosures and bystander support.
- **Healthy Relationships** -- Healthy relationships involve honesty, trust, respect, and open communication between partners, and they take effort and compromise from all parties. Learning and understanding how to maintain healthy relationships is important for overall health and well-being. After participating in this workshop, students will be able to understand:
  - What is a healthy relationship?
  - Ways to exhibit and recognize relational health.
  - What are some characteristics of a healthy relationship?
- **Campus-wide programming** on alcohol abuse and sexual assault prevention education programs are held on campus throughout the year, often in classes, residence halls, student organizations, online social media campaigns, and at other campus events. Awareness months for dating violence, domestic violence, sexual assault, and stalking.



## **DEFINING DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT, AND STALKING FOR CLERY REPORTING**

- **Dating Violence:** Violence committed by a person.
  - A. who is or has been in a social relationship of a romantic or intimate nature with the victim; and (b) where the existence of such a relationship shall be determined based on a consideration of the following factors:
    - (a) The length of the relationship;
    - (b) The type of the relationship;
    - (c) The frequency of interaction between the persons involved in the relationship.
- **Domestic Violence:** 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 intimate partner;
  - D. By a person similarly situated to a spouse of the victim under the domestic or family 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:** An offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation. Sex Offenses, Forcible- Any sexual act directed against another person, without the consent of the victim including instances where the victim is incapable of giving consent. Forcible Rape- (Except Statutory Rape) The carnal knowledge of a person, forcibly and/or against that person's will or not forcibly or against the person's will in instances where the victim is incapable of giving consent because of their temporary or permanent mental or physical incapacity. Forcible Sodomy- Oral or anal sexual intercourse with another person, forcibly and/or against that person's will or not forcibly against that person's will in instances where the victim is incapable of giving consent because of their youth or because of their temporary or permanent mental or physical incapacity. Sexual Assault with An Object- To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will or not forcibly or against the person's will in instances where the victim is incapable of giving consent because of their youth or because of their temporary or permanent mental or physical incapacity. Forcible Fondling- The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will or not forcibly or against the person's will in instances where the victim is incapable of giving consent.
- **Stalking:**

- A. 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.
- B. For the purposes of this definition---
  - (a) Course of conduct means two or more acts, including, but not limited to, acts 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) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
  - (c) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

#### **DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT, AND STALKING DEFINED BY NORTH CAROLINA**

- **Domestic violence; definition.**

§ 14-32.5. Misdemeanor crime of domestic violence.

- A. Offense and Punishment. -- A person is guilty of a Class A1 misdemeanor if that person uses or attempts to use physical force, or threatens the use of a deadly weapon, against another person and the person who commits the offense is:
  - a. A current or former spouse, parent, or guardian of the victim.
  - b. A person with whom the victim shares a child in common.
  - c. A person who is cohabitating with or has cohabitated with the victim as a spouse, parent, or guardian.
  - d. A person similarly situated to a spouse, parent, or guardian of the victim.
  - e. A person who has a current or recent former dating relationship with the victim.
- B. Definition. -- For purposes of this section, the term "dating relationship" is as defined in 18 U.S.C. § 921. (2023-14, s. 8.3(a).)

- **§ 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. Employs 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 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. 3(a), (b).)
- **§ 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).)
- **§ 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. Employs 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, s. 8(a), (b).)
- **§ 14-27.27. Second-degree forcible sexual offense.**

- 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).)

- **§ 14-277.3A. Stalking.**

- A. Legislative Intent. - The General Assembly finds that stalking is a serious problem in this State and nationwide. Stalking involves severe intrusions on the victim's personal privacy and autonomy. It is a crime that causes a long-lasting impact on the victim's quality of life and creates risks to the security and safety of the victim and others, even in the absence of express threats of physical harm. Stalking conduct often becomes increasingly violent over time.
- B. The General Assembly recognizes the dangerous nature of stalking as well as the strong connections between stalking and domestic violence and between stalking and sexual assault. Therefore, the General Assembly enacts this law to encourage effective intervention by the criminal justice system before stalking escalates into behavior that has serious or lethal consequences. The General Assembly intends to enact a stalking statute that permits the criminal justice system to hold stalkers accountable for a wide range of acts, communications, and conduct. The General Assembly recognizes that stalking includes, but is not limited to, a pattern of following, observing, or monitoring the victim, or committing violent or intimidating acts against the victim, regardless of the means.
- C. Definitions. - The following definitions apply in this section:
  - a. 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.
  - b. 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.
  - c. Reasonable person. - A reasonable person in the victim's circumstances.

- d. Substantial emotional distress. - Significant mental suffering or distress that may, but does not necessarily, require medical or other professional treatment or counseling.
- D. 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:
  - a. Fear for the person's safety or the safety of the person's immediate family or close personal associates.
  - b. Suffer substantial emotional distress by placing that person in fear of death, bodily injury, or continued harassment.
- E. 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.
- F. 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.)

- **§ 14-196.3. Cyberstalking.**

- A. The following definitions apply in this section:
  - a. Electronic communication. - Any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature, transmitted in whole or in part by a wire, radio, computer, electromagnetic, photoelectric, or photo-optical system.
  - b. Electronic mail. - The transmission of information or communication by the use of the Internet, a computer, a facsimile machine, a pager, a cellular telephone, a video recorder, or other electronic means sent to a person identified by a unique address or address number and received by that person.
  - c. Electronic tracking device. - An electronic or mechanical device that permits a person to remotely determine or track the position and movement of another person.
  - d. Fleet vehicle. - Any of the following: (i) one or more motor vehicles owned by a single entity and operated by employees or agents of the entity for business or government purposes, (ii) motor vehicles held for lease or rental to the general public, or (iii) motor vehicles held for sale, or used as demonstrators, test vehicles, or loaner vehicles, by motor vehicle dealers.

B. It is unlawful for a person to:

- a. Use in electronic mail or electronic communication any words or language threatening to inflict bodily harm to any person or to that person's child, sibling, spouse, or dependent, or physical injury to the property of any person, or for the purpose of extorting money or other things of value from any person.
- b. Electronically mail or electronically communicate to another repeatedly, whether or not conversation ensues, for the purpose of abusing, annoying, threatening, terrifying, harassing, or embarrassing any person.
- c. Electronically mail or electronically communicate to another and to knowingly make any false statement concerning death, injury, illness, disfigurement, indecent conduct, or criminal conduct of the person electronically mailed or of any member of the person's family or household with the intent to abuse, annoy, threaten, terrify, harass, or embarrass.
- d. Knowingly permit an electronic communication device under the person's control to be used for any purpose prohibited by this section.
- e. Knowingly install, place, or use an electronic tracking device without consent, or cause an electronic tracking device to be installed, placed, or used without consent, to track the location of any person. The provisions of this subdivision do not apply to the installation, placement, or use of an electronic tracking device by any of the following:
  - i. A law enforcement officer, judicial officer, probation or parole officer, or employee of the Division of Corrections, Department of Public Safety, when any such person is engaged in the lawful performance of official duties and in accordance with State or federal law.
  - ii. The owner or lessee of any vehicle on which the owner or lessee installs, places, or uses an electronic tracking device, unless the owner or lessee is subject to (i) a domestic violence protective order under Chapter 50B of the General Statutes or (ii) any court order that orders the owner or lessee not to assault, threaten, harass, follow, or contact a driver or occupant of the vehicle.
  - iii. A legal guardian for a disabled adult, as defined in G.S. 108A-101(d), or a legally authorized individual or organization designated to provide protective services to a disabled adult pursuant to G.S. 108A-105(c), when the electronic tracking device is installed, placed, or used to track the location of the disabled adult for which the person is a legal guardian or the individual or organization is designated to provide protective services.
  - iv. The owner of fleet vehicles, when tracking such vehicles.
  - v. A creditor or other secured party under a retail installment agreement involving the sale of a motor vehicle or the lessor under a retail lease of a motor vehicle, and any assignee or successor in interest to that creditor, secured party, or lessor, when tracking a motor vehicle



identified as security under the retail installment sales agreement or leased pursuant to a retail lease agreement, including the installation, placement, or use of an electronic tracking device to locate and remotely disable the motor vehicle, with the express written consent of the purchaser, borrower, or lessee of the motor vehicle.

- vi. The installation, placement, or use of an electronic tracking device authorized by an order of a State or federal court.
  - vii. A motor vehicle manufacturer, its subsidiary, or its affiliate that installs or uses an electronic tracking device in conjunction with providing a vehicle subscription telematics service, provided that the customer subscribes or consents to that service.
  - viii. A parent or legal guardian of a minor when the electronic tracking device is installed, placed, or used to track the location of that minor unless the parent or legal guardian is subject to a domestic violence protective order under Chapter 50B of the General Statutes or any court order that orders the parent or legal guardian not to assault, threaten, harass, follow, or contact that minor or that minor's parent, legal guardian, custodian, or caretaker as defined in G.S. 7B-101.
  - ix. An employer, when providing a communication device to an employee or contractor for use in connection with their work for the employer.
  - x. A business, if the tracking is incident to the provision of a product or service requested by the person, except as limited in sub-subdivision k. of this subdivision.
  - xi. A private detective or private investigator licensed under Chapter 74C of the General Statutes, provided that (i) the tracking is pursuant to authority under G.S. 74C-3(a)(8), (ii) the tracking is not otherwise contrary to law, and (iii) the person being tracked is not under the protection of a domestic violence protective order under Chapter 50B of the General Statutes or any other court order that protects against assault, threat, harassment, following, or contact.
- C. Any offense under this section committed by the use of electronic mail or electronic communication may be deemed to have been committed where the electronic mail or electronic communication was originally sent, originally received in this State, or first viewed by any person in this State.
- D. Any person violating the provisions of this section shall be guilty of a Class 2 misdemeanor.
- E. This section does not apply to any peaceable, nonviolent, or nonthreatening activity intended to express political views or to provide lawful information to others. This section shall not be construed to impair any constitutionally protected activity, including speech, protest, or assembly. (2000-125, s. 1; 2000-140, s. 91; 2015-282, s.



**Title IX** -No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.

#### **BYSTANDER INTERVENTION AND RISK REDUCTION**

Bystander intervention is defined as safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking.

##### **Bystander intervention includes:**

- recognizing situations of potential harm;
- understanding institutional structures and cultural conditions that facilitate violence (this might include fraternity or sports cultures at some institutions);
- overcoming barriers to intervening;
- identifying safe and effective intervention options; and
- taking action to intervene.

##### **Risk reduction is defined as options designed to:**

- decrease perpetration and bystander inaction;
- increase empowerment for victims in order to promote safety; and
- help individuals and communities address conditions that facilitate violence.

#### **REPORTING AN INCIDENT AND GETTING SUPPORT ON CAMPUS**

As reflected in the College's Title IX Policy, the College prohibits sex and gender-based harassment and discrimination including sexual harassment. The Title IX and accompanying policies are intended to address student, faculty, and staff misconduct in accordance with Catawba College's community expectations. The College will take prompt and equitable action to eliminate sexual harassment, prevent its recurrence, and remedy its effects. Therefore, if a student, staff, faculty, or visitor has been the victim of sexual harassment, they should immediately report it to the Catawba College Police and/or the College, as described below. Regardless of where a victim chooses to report, confidential options excluded, the College offices identified below will coordinate responsive services to ensure victims are holistically supported while limiting the potential for traumatization. Reporting parties have several options, including the option to notify law enforcement authorities about the offense, the option to be assisted by campus authorities in notifying law enforcement if they choose to do so, and the option to decline to notify such authorities. Any student or employee who reports an incident of sexual harassment, whether the offense occurred on or off campus, shall receive a written notification and explanation of their rights and options about counseling, health, mental health, victim advocacy, legal assistance, student financial aid, and other services available for victims.

Reporting parties may elect to continue or discontinue working with the parties below at any time.

#### **Options for seeking confidential support**

- College Chaplain: Kendra Joyner-Miller, 704.637.4446; [kjoynermi22@catawba.edu](mailto:kjoynermi22@catawba.edu)
- Counseling Services: 704.645.4500; <https://catawba.edu/counseling>
- Proctor Health Center: 704.637.4404; <https://catawba.edu/health>

#### **Options regarding reporting to law enforcement**

Catawba College Public Safety: In the case of an emergency or ongoing threat, get to a safe location and report the incident by calling 704.637.4000. Catawba College Public Safety may assist reporting parties in obtaining domestic violence protection orders (50B) from a criminal court or a civil no-contact orders (50C). Catawba College is committed to ensuring that any such order is fully upheld on all institutionally owned and controlled property. The Catawba College Public Safety is located at the Jann House, 126 Summit Ave.

#### **OPTIONS REGARDING REPORTING TO THE COLLEGE**

Whether a student, faculty, or staff member reports to law enforcement and/or pursues any formal action related to an incident of sexual harassment, Catawba College is committed to providing them with as safe of a learning or working environment as possible. In addition to pursuing criminal charges through Catawba College, or other local Police, complainants may choose to report the incident to the College. The College will provide the complainant the option of receiving support measures, some of which are described in further detail below, and/or pursuing accountability, complainants will be presented with two options for resolution: Informal Resolution /or a Formal Grievance Process See the [Title IX Website](#) for more on the College's Policies and Procedures related to the support and resolution of sexual, interpersonal, and related misconduct.

Upon request, Catawba College will make reasonably available accommodations for any student, faculty, or staff member who reports an incident of sexual harassment. Support measures may include modifying academic, living, and/or work environments. Additionally, regardless of whether a complainant wants to pursue campus support or accountability options, at the complainants request, these offices will assist with issuing No Contact Orders for campus-specific no contact.

Complainants will receive a written explanation of their rights and options for support and resolution, as described above. Their information will only be shared with those parties necessary to provide such accommodations or protective measures. Title IX Office: 102 Chapel, 704.637.4175, <https://catawba.edu/titleix>.

## **PROCEDURES VICTIMS MAY FOLLOW**

Victims often have difficulty reporting sexual harassment for numerous reasons such as knowing the perpetrator, fear of retaliation, fear of parents knowing about the incident or fear of getting in trouble with law enforcement. Despite these concerns, it is vital to report such incidents to get help.

The following information provides steps to follow should an incident of dating violence, domestic violence, sexual assault, or stalking occur:

- Get to a safe place as soon as possible!
- Try to preserve all physical evidence -- The victim of a sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical exam. Any clothing removed should be placed in a paper bag. Evidence of violence, such as bruising or other visible injuries, following an incident of sexual assault, or domestic or dating violence should be documented including through the preservation of photographic evidence. Evidence of stalking including any communication, such as written notes, voice mails, or other electronic communications should be saved and not altered in any way. Contact a close friend or relative, if available, who can provide support and accompany the victim to the medical exam and/or police department. The Family Crisis Council is available 24/7 to provide victim support. They can be reached via their crisis line at 704-636-4718.
- Get medical attention as soon as possible -- An exam may reveal the presence of physical injury of which the victim is unaware. Following a sexual assault, antibiotics are typically given at the time of the exam to help prevent the victim from acquiring certain sexually transmitted diseases. Emergency contraceptive pills are offered to all victims at the time of the exam (if the victim presents within 120 hours) to help prevent pregnancy from occurring as a result of the rape. If the victim reports memory loss, loss of consciousness or other circumstances suspicious of a drug-facilitated assault, a urine test may be done if the victim presents within 96 hours. Some of the commonly used "date rape" drugs, however, are only detectable in the urine for 6-8 hours after ingestion.
- Contact the police -- Sexual, interpersonal, and related misconduct are crimes and reporting their occurrence is vital. It is important to remember that reporting a crime is not the same as prosecuting the crime. The decision to prosecute may be made at another time. Final decision to prosecute is determined by the District Attorney.
- Consider talking to a counselor -- Seeing a counselor may be important in helping the victim understand their feelings and begin the process of recovery.

## OFF CAMPUS RESOURCES

Should a community member be more comfortable reporting an incident and seeking resources off campus, the following are available:

- Novan Health Rowan Medical Center, 612 Mocksville Ave, 704-210-5000

- Family Crisis Council, 502 N Long St, 704-636-4718
- Salisbury Police, Emergency: 911, Non-Emergency: 704-633-5333

#### VICTIM CONFIDENTIALITY

Catawba College is committed to maintaining the confidentiality of individuals who report sexual harassment to the greatest extent possible. We understand that confidentiality is essential for creating an environment where victims feel safe to come forward and seek help.

### **CONFIDENTIALITY PROTECTIONS**

#### INFORMATION SHARING LIMITATIONS

- Information about your report will only be shared with individuals who have a legitimate need to know in order to respond effectively to your report
- We will not share information about your report with anyone outside the college without your written consent, except as required by law
- Your identity will be protected in all communications related to your case, unless disclosure is necessary for the investigation or required by law

#### WHO MAY HAVE ACCESS TO INFORMATION

Information may be shared only with:

- Title IX Coordinator and designated deputies
- Investigators assigned to your case
- College officials responsible for implementing supportive measures
- Individuals necessary for conducting a fair and impartial investigation
- Legal counsel when consultation is necessary

#### PRIVACY VS. CONFIDENTIALITY

- **Privacy:** We will be discreet and share information only on a need-to-know basis to ensure your privacy is protected throughout the process.
- **Confidentiality:** Complete confidentiality cannot be guaranteed when a formal complaint is filed, as due process requires that the respondent be informed of the allegations. However, we will limit disclosure to what is necessary for a fair resolution.

#### LIMITS TO CONFIDENTIALITY

While we strive to maintain confidentiality, there are limited circumstances where we may need to share information:

- When there is an imminent threat to health or safety
- When required by law (such as reporting to law enforcement in certain situations)
- When necessary to conduct a fair and impartial investigation
- When court orders require disclosure



## **SEXUAL OFFENDER REGISTRATION**

The Campus Sex Crimes Prevention Act (CSCPA) of 2000 is a federal law that provides for the tracking of convicted sex offenders enrolled at, or employed by, institutions of higher education. The CSCPA is an amendment to the Jacob Watterling Crimes Against Children and Sexually Violent Offender Act. The federal law requires state law enforcement agencies to make this list available.

In the State of North Carolina, convicted sex offenders must register with the North Carolina Sex Offender Registry maintained by the North Carolina Department of Justice. The Sex Offender Registry (SOR) is available via Internet pursuant to NC General Statute 14-208.5. The North Carolina Sex Offender Registry can be reviewed at:

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

The CSCPA further amends the Family Educational Rights and Privacy Act of 1974 (FERPA) to clarify that nothing in the Act can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders.

## **WEAPONS POLICY**

North Carolina State Law (G.S. 14-269.2) gives the following definition and penalties for bringing or possessing a weapon on campus. Campus by General Statute includes private colleges such as Catawba College.

It shall be a Class I felony for any person to possess or carry, whether openly or concealed, any gun, rifle, pistol, or other firearm of any kind, or any dynamite cartridge, bomb, grenade, mine, or powerful explosive as defined in G.S. 14-284.1, on educational property.

It shall be a Class I felony for any person to cause, encourage, or aid a minor who is less than 18 years old to possess or carry, whether openly or concealed, any gun, rifle, pistol, or other firearm of any kind, or any dynamite cartridge, bomb, grenade, mine, or powerful explosive as defined in G.S. 14-284.1, on educational property.

It shall be a Class 1 misdemeanor to any person to possess or carry, whether openly or concealed, any BB gun, stun gun, air rifle, air pistol, any type of knife to include a pocket knife, bowie knife, dirk, dagger, slingshot, leaded cane, switchblade knife, blackjack, metallic knuckles, razors and razor blades (except solely for personal shaving), and any sharp-pointed or edged instrument except instructional supplies, unaltered nail files and clips and tools used solely for preparation of food, instruction, and maintenance, on educational property.

It shall be a Class 1 misdemeanor for any person to cause, encourage, or aid a minor who is less than 18 years old to possess or carry, whether openly or concealed, any BB gun, stun gun, air rifle, air pistol, bowie knife, dirk, dagger, slingshot, leaded cane, switchblade knife, blackjack, metallic knuckles, razors and razor blades (except solely for personal shaving), and any sharp pointed or edged instrument except instructional supplies, unaltered nail files and clips and tools used solely for preparation of food, instruction, and maintenance, on educational property.

This policy pertains to all campus areas including, but not limited to, common areas, public or private buildings, vehicles, student housing, and any campus residences occupied by full-time and/or part-time employees of the College.

Catawba College will implement strict consequences for members who violate these provisions, and violators are subject to, termination, suspension and/or expulsion from the College.



### **WEAPONS ON-CAMPUS OR OTHER EDUCATIONAL PROPERTY**

It is against College policy to possess weapons (concealed or otherwise) on the College campus. This can be defined as any illegal or unauthorized possession of firearms, explosives, other weapons or dangerous chemicals on College premises or use of any such item, even if legally possessed, in a manner that harms, threatens or causes fear to others. No persons, including but not limited to students, faculty, or staff shall possess, or carry, whether openly or concealed, any gun, rifle, dynamite cartridge, bomb, grenade, mine, explosive, any type of knife to include a pocket knife, bowie knife, dirk, dagger, sling-shot, leaded cane, switchblade knife, blackjack, metal knuckles or any other weapon of like kind, not used solely for instructional or College-sanctioned ceremonial purposes, in any public or private College building or vehicle. Possession of any type of firearm, explosive (including any type of fireworks) or any other weapon is not allowed on campus. All BB, pellet or air rifles are considered firearms and are not permitted on campus.

This policy pertains to all campus areas including, but not limited to, common areas, public or private buildings, vehicles, student housing, and any campus residences occupied by full-time and/or part-time employees of the College.

This policy does not apply to law enforcement personnel.

Persons violating the provisions of this section may also violate state and/or federal law and be subject to fines and penalties. Catawba College will implement strict consequences for members who violate these provisions, and violators are subject to, termination, suspension and/or expulsion from the College.

Other Violations Students may be subject to disciplinary action for violating any other published or posted college regulation not specifically mentioned in this section, including the Housing Contract or other residence guides, student activities regulations and any other campus guidelines. Students may be subject to disciplinary action for acting as an accomplice through any act or negligence to the commission of any prohibited act, or by attempting or intending to commit any violation of the Student Conduct Code and other college policies.

## **ANNUAL FIRE SAFETY REPORT**

The Campus Fire Safety Right-to-Know Act is an amendment to the Higher Education Opportunity Act. This amendment serves to increase campus fire safety awareness across the nation, providing students and their families with the fire safety records of colleges/universities. Signed into law by President George W. Bush on August 14, 2008, this amendment requires post-secondary institutions to publicly release fire safety information and statistics, much as they already do with other safety statistics, such as campus vehicle theft and assaults. This information provides prospective and current students of the policies, concerns, and fire safety conditions that are present at the institution in which they have applied or are enrolled.

### **FIRE LOG**

The fire log is an easily understood report that identifies actual fires that have occurred on our campuses. The log is maintained by the Campus Security Department and is visible to the public. The purpose of the Fire Log is to document any reported fire that occurred in any student housing. The Fire Log contains the following information of the fire: Date Reported, Nature of fire, Date and Time of fire, and general location of fire. A copy of the Fire Log may be obtained from the Office of Public Safety.

### **GENERAL STATEMENT OF COLLEGE OWNED/CONTROLLED STUDENT HOUSING**

At Catawba College all residence halls are equipped with fire alarm systems that annunciate to the Public Safety Office and are monitored 24 hours/day, seven days/week. Hollifield, Pine Knott, Goodman East, Goodman West, Purcell, Fuller, and Graham residence halls are equipped with fire sprinkler systems. All residence halls at Catawba College are equipped with a fire alarm system and/or sprinklers. Fire drills are held at least 4 times each year in all residence halls.

Policies on portable electrical devices, use of kitchens and smoking inside residence halls are found in the Student Handbook; a summary of these policies is provided in the Firearms and Fire Safety Policies section of this report.

In the event of a fire, the College expects all campus community members to evacuate by the nearest exit, closing doors and activating the fire alarm system as they leave. Once safe outside the building, it is appropriate to contact 911 and the Department of Public Safety at 704-637-4000. In the event a fire alarm sounds, College policy is that all occupants must evacuate from the building closing doors as they leave. Resident Assistants receive training on how and when to use fire extinguishers. No training is provided to other students or most employees other than fire extinguisher training in firefighting or suppression activity. Do not delay in exiting any building in case of an alarm or fire.

Catawba College is required to annually disclose statistical data on all fires that occur in on-campus housing facilities. Listed below are NON-EMERGENCY numbers to call to report fires already extinguished in on-campus housing;

**Director of Campus Safety: 704-637-4335**  
**Director of Residence Life: 704-645-4846**

### **FIRE FIGHTING EQUIPMENT/SYSTEMS**

All residence halls are equipped with stand-alone fire alarm systems that are then connected to monitoring companies, who notify the Fire department and Public Safety when an alarm sounds. These fire alarm systems are also backed up with battery power at each building, and contain all monitoring of sprinkler, suppression, detection and relay devices. There are smoke detectors in nearly every room (minimum of one smoke detector per apartment) and 24/7 monitoring that meets, or in most cases exceeds the National Fire Alarm Code requirements.

Fire Alarm systems, fire extinguishers, and other fire-fighting equipment are placed in each building for the protection of occupants. Such systems and devices are required by applicable law and must be in operating condition at all times. Tampering with fire prevention equipment is expressly forbidden. The College will charge violators with a policy violation and take disciplinary action that may include suspension or expulsion from the College. Any person(s) who intentionally compromises these systems, in any way, will be held accountable, sanctioned and/or arrested and fined. Fire equipment includes, but is not limited to, room and hallway smoke detectors, exit signs, fire alarms, breaker panels, fire extinguishers, etc. If such actions cannot be attributed to an individual(s), those living in the residential area will each be charged a communal damage fine for the cost of repairs and/or replacement of the equipment.

Residence halls are equipped with alternating current powered smoke detectors. If a loud persistent chirping is heard from the smoke detector, it has been activated, and the room should be vacated. If an intermittent chirp is heard from the smoke detector, the battery may need replacement and Facilities Management, or the Residence Life Office should be notified. Mechanical problems with locks, doors, or other security or fire equipment should be reported to Facilities Management or the Public Safety Office.

Failure to evacuate a residence hall during a fire alarm or re-entering a residence hall before being permitted by a College official, member of the fire department or a security officer is prohibited. Interference with or not adhering to emergency evacuation procedures in a residence hall is prohibited.

### **FIRE SAFETY TRAINING CATAWBA**

College Student Affairs, Resident Assistants and Public Safety Office conduct four fire drills annually in campus residence halls. At the beginning of each academic year all Resident Assistants receive fire extinguisher training from the Salisbury Fire Department. The Office of Student Affairs conducts multiple annual health and safety inspections to insure residence are complying with North Carolina laws, as well as Catawba College's policies

and procedures regarding fire safety. Catawba College currently and routinely contacts the Salisbury Fire Department for training and advice.

### **FIRE SAFETY EDUCATION**

Various training and educational seminars are conducted during the summer orientation sessions with students. Resident Assistants, and professional residence life staff in are the first group of students to undergo annual fire safety training. Resident Assistants review fire safety procedures with their residents at floor meetings.

### **FIRE SAFETY – NORTH CAROLINA STATUTE**

Tampering with fire equipment or giving a false alarm is a serious offense and may result in suspension from the College. North Carolina General Statute 14-286 reads as follows: Giving false fire alarms; molesting fire- alarm, fire-detection or fire extinguishing system. It shall be unlawful for any person or persons to wantonly and willfully give or cause to be given, or to advise, counsel or aid and abet anyone in giving a false alarm or fire or to break the glass key protector or to pull the slide, armor lever of any pull station or signal box of any fire-alarm system, except in case of fire, or willfully misuse or damage a portable fire extinguisher, or in any way to willfully interfere with, damage, deface, molest or injure any part or portion of any fire alarm, fire- detection, smoke detection or fire-extinguishing system. Any person violating any of the provisions of this section shall be guilty of a misdemeanor punishable by a fine not to exceed five hundred dollars (\$500.00), imprisonment for not more than six months or both.

### **FIRE SAFETY POLICIES**

The following policies in regard to use and/or possession of portable electronic appliances, smoking and the use/presence of open flames in student housing facilities and evacuation procedures to be followed in the case of a fire are outlined in Catawba College's **Guide to On-Campus Living** (<https://catawba.edu/residencelife/on-campus-guide>);

1. Smoking is not permitted in any building. Please review our Tobacco Policy: <https://catawba.edu/tobacco/>
2. The presence or use of candles, incense, oil lamps, or any item that produces open flames or embers is not permitted in on-campus housing facilities.
3. Open flames are prohibited in Catawba College residence halls.
4. Using or possessing appliances with exposed heating elements, non-UL rated electrical devices halogen bulbs/lamps, space heaters, are not allowed within the residence halls.
5. Individuals shall not obstruct or tamper or disable with fire safety equipment (e.g., sprinklers, fire alarms, fire extinguishers).
6. The possession or use of firearms, explosives, other weapons or dangerous chemicals, when not used solely for instructional or College-sanctioned ceremonial purposes.

7. Failing to evacuate immediately upon hearing a fire alarm
8. Setting fires intentionally and falsely reporting a fire is prohibited.

**Additional information about residence hall living and policies is available at:**

Violation of any College policy, rule or regulation published in hard copy or available electronically on the College website to include Housing and Residential Life Policies and Procedures and the College Alcohol Policy and Regulations are considered as a violation of the student code of conduct.

The Student Code of Conduct outlines the process of adjudicating any violations of our policies:

<https://catawba.edu/studenthandbook/conduct-code/>

These policies are reviewed regularly by Resident Assistants and/or Residence Life professional staff members with the students who live in the residence halls.

#### **HOW TO REPORT A FIRE**

If a burning odor or smoke is present, call the Public Safety Office at extension 4000 (or dial 911). Report on the exact location of the fire and, if known, what is burning. If a fire is detected, sound the building alarm by pulling an alarm station.

## **FIRE EVACUATION PROCEDURES AND POLICIES**

General fire evacuation procedures include the following directions for occupants of any College building. If the fire alarm system is activated Public Safety will respond to all fire alarms and emergency situations. They will notify the Salisbury Fire Department if any fire alarm is activated. Occupants will immediately evacuate the building at the sound of the fire alarm system. Within the Residence Halls, Public Safety and the Residence Life Staff will assist in the complete evacuation of the building and control the occupants in the assembly area until the emergency has been abated (see specific building evacuation procedures). Within the Academic Buildings, Public Safety and any designated fire personnel present in the building will assist in the complete evacuation of the building and control the occupants in the assembly area until the emergency has been abated.

### **FIRE EVACUATION INSTRUCTIONS**

#### WHEN A FIRE ALARM SOUNDS:

1. Close windows, turn off lights and electrical equipment, and close door(s) if time allows.
2. DO NOT use an elevator during an alarm.
3. Walk to the nearest exit; do not run. If the closest exit is blocked by fire or smoke, find an alternate exit. If smoke is in the exit path get down as low as possible (crawl).
4. After exiting, move 100 feet from the building and follow instructions from the Residence Life staff, Public Safety Officers, and/or Fire Department officials to move to the marshalling areas.
5. DO NOT re-enter the building unless permitted to do so by authorized fire officials.

#### IN THE EVENT YOU DISCOVER A FIRE:

1. Remain calm and go to the nearest stairwell, walk on the right side. Walk, do not run. Do not use elevators they will not be in service during a fire alarm condition. Exit out of the building.
2. Pull the nearest red manual pull station (usually on the wall near stairwells and exits). This will activate the building's fire alarm system.
3. Report the fire (regardless of size) to Public Safety at 704-637-4000 once you are out of the building. Give the following info: a) your name, the location of fire (Building name, Apt, Room # or area), and the Number of injured people (if any).
4. Assist in the evacuation of the building. Give any disabled occupant information to Public Safety or the Fire Department upon exiting.
5. Close all doors when leaving rooms. If your room/apt door is hot to the touch and smoke is beginning to filter into your room; place a wet towel under the door or seal it with tape. Wave a sheet or large garment out the window. Wait for assistance from the Fire Department.
6. Keep low and crawl in any smoke-filled areas.
7. Do not re-enter the building until an "all clear" has been announced, this occurs after the Fire Department gives their all clear and Public Safety has completed a survey.

#### IF YOU ARE TRAPPED IN YOUR ROOM:

1. Place material (e.g., clothing, rug) at base of door to prevent smoke from entering the room.
2. Open your window, wave a piece of material and yell to attract the attention of people outside.
3. Call 911 and report your location.
4. Stay low; breathe fresh air near the windows.
5. Await rescue.

## DESCRIPTIONS OF ON-CAMPUS STUDENT HOUSING FIRE SAFETY SYSTEMS

Building	Total Fires			Sprinkler Protection Full Coverage=All private and public spaces	Fire Alarm System SD=smoke detector MP>manual pull station	Monitored Fire Alarm System	# of Fire Drills 2024
	2022	2023	2024				
Barger Zartman Hall	0	0	0	Full Coverage	SD/MP	Yes	4
Catawba Hall	0	0	0	Full Coverage	SD/MP	Yes	4
Foil House	0	0	0	No Coverage	SD/MP	Yes	4
Fuller Hall	0	0	0	Full Coverage	SD/MP	Yes	4
Goodman East	0	0	0	Full Coverage	SD/MP	Yes	4
Goodman West	0	0	0	Full Coverage	SD/MP	Yes	4
Graham Hall	0	0	0	Full Coverage	SD/MP	Yes	4
Hake House	0	0	0	Full Coverage	SD/MP	Yes	4
Hall House	0	0	0	Full Coverage	SD/MP	Yes	4
Heath Hall	0	0	0	Full Coverage	SD/MP	Yes	4
Hollifield Hall	0	0	0	Full Coverage	SD/MP	Yes	4
Hurley Hall	0	0	0	No Coverage	SD/MP	Yes	4
Pine Knot Hall	0	0	0	Full Coverage	SD/MP	Yes	4
Purcell Hall	0	0	0	Full Coverage	SD/MP	Yes	4
Ruth Richards House	1	0	0	No Coverage	SD/MP	Yes	4
Salisbury-Rowan Hall	0	0	0	No Coverage	SD/MP	Yes	4
Stanback Hall	0	0	0	Full Coverage	SD/MP	Yes	4
Woodson Hall	0	0	0	No Coverage	SD/MP	Yes	4

## 2022/2023/2024 FIRE STATISTICS FOR ON CAMPUS FACILITIES

Date	Location	Address	Fires (#)	Cause	Damage Amount (\$)	Injuries (#)	Deaths (#)
5/18/2024	Ruth Richards Hall Deck	308 Summit Ave.	1	Grill fire	\$0	0	0
9/13/2022	Center for the Environment	210 Faculty-Staff Circle	1	Under Renovation	\$25,000-\$30,000	0	0

## FIRE DRILLS

Fire drills are conducted in on-campus Housing and Food Services-operated residence halls during the school year to allow residents to become familiar with building alarm systems and practice their evacuation skills. The drills are coordinated and conducted by the Residence Life Coordinators, Resident Assistants, Housing Management, College Police and Public Safety. All people inside the residence hall during the drill are required to evacuate the building. During any given calendar year there are several fire drills conducted and documented with at least one per semester. The "All Out" Column indicates the number of minutes it took for all occupants to vacate the building



## CRIME STATISTICS

### DEFINITIONS OF CRIME STATISTICS

The following definitions are to be used for reporting the crimes listed in 34 CFR sec. 668.46 (previously 668.47) in accordance with the Federal Bureau of Investigation's Uniform Crime Reporting Program. The definitions for murder, robbery, aggravated assault, burglary, motor vehicle theft, weapon law violations, drug abuse violations and liquor law violations are excerpted from the Uniform Crime Reporting Handbook. The definitions of forcible and non-forcible sex offenses are excerpted from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Handbook.

- **Arson** - Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.
- **Murder/Non-Negligent Manslaughter** - defined as the willful killing of one human being by another.
- **Manslaughter by Negligence** - defined as the killing of another person through gross negligence.
- **Rape** - Penetration no matter how slight of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.
- **Fondling** - the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity.
- **Incest** - Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape** - Non-forcible sexual intercourse with a person who is under the statutory age of consent
- **Robbery** - defined as taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
- **Aggravated Assault** - An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed. This category also includes "assault with disease" when a perpetrator knowingly infects another with a deadly disease. Noteworthy, assaults on a protected class such as Law Enforcement, EMS, Firefighters, and all other first responders, elevates what might

have been a simple assault to an aggravated assault by State Law. Those incidents do not fall under the Clery definition for an Aggravated Assault.

- **Burglary** - The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a theft or felony; breaking and entering with intent to commit a theft housebreaking; safecracking; and all attempts to commit any of the aforementioned.
- **Motor Vehicle Theft** - The theft or attempted theft of a motor vehicle.
- **Weapon Law Violations** - The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.
- **Liquor Law Violations** - The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.
- **Drug Law Violations** - Violations of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests can be made for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs).
- **Domestic Violence:** Domestic violence includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of North Carolina, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic violence laws of North Carolina.
- **Dating Violence:** Means violence committed by a person (a) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (b) where the existence of such a relationship will be determined by the reporting party's statement and based on a consideration of the following factors: a) the length of the relationship b) the type of relationship, c) the frequency of interaction between the persons involved in the relationship. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- **Stalking:** Stalking means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress. Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveys, threatens, or communicates to or about, a person, or

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

- **Hate Crime:** includes all of the crimes listed above that manifest evidence that the victim was chosen based on one of the categories of bias listed below, plus the following crimes:
  - **Larceny/Theft**—the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Attempted larcenies are included.
  - **Simple Assault**—an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.
  - **Destruction/Damage/Vandalism of Property** (except Arson)—to willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.
  - **Intimidation**—to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct but without displaying a weapon or subjecting the victim to actual physical attack as well as *any other crime involving bodily injury* which is shown or suspected to have been motivated by bias against any person or group of persons, or the property of any person or group of persons based upon the perception that the person or group has one or more of the following characteristics:
    - **Race** – A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind.
    - **Gender** – A preformed negative opinion or attitude toward a group of persons because those persons are male or female.
    - **Religion** – A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.
    - **Ethnicity** – A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.
    - **National Origin** – A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.
    - **Gender Identity** – A preformed negative opinion or attitude toward a

person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.

### **CATAWBA COLLEGE'S CRIME REPORTING AREAS**

Catawba College references public property as thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus. Please see the attached map for the detailed specifics for these regarding Catawba College. For the purpose of reporting statistics, institutions of higher education need to distinguish, by means of separate categories, criminal offenses that occur on campus; in or on a non-campus building or property; on public property; and in dormitories or other residential facilities for students on campus. These newly established geographic areas are defined as:

#### CAMPUS - RESIDENCE AND NON-RESIDENCE

- 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) of this definition, that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or other 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 (no such buildings exist at Catawba College); 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.
- Public Property- All public property, including thoroughfares, streets, sidewalks and parking facilities, that are on campus, or immediately adjacent to and accessible from the campus.

## REPORT ON CATAWBA COLLEGE CRIME STATISTICS

	2022						2023						2024				
OFFENSES	On-Campus Property		Public Property	Non-Campus	Unfounded (NOT INCLUDED IN CLEARLY OFFENSE COUNTS)		On-Campus Property		Public Property	Non-Campus	Unfounded (NOT INCLUDED IN CLEARLY OFFENSE COUNTS)		On-Campus Property		Public Property	Non-Campus	Unfounded (NOT INCLUDED IN CLEARLY OFFENSE COUNTS)
	Residence Hall	Total On-Campus				Residence Hall	Total On-Campus	Residence Hall				Total On-Campus					
Murder/Non-negligent Manslaughter	0	0	0	-	0		0	0	0	-	0		0	0	0	0	0
Negligent Manslaughter	0	0	0	-	0		0	0	0	-	0		0	0	0	0	0
Rape	0	0	0	-	0		0	0	0	-	0		2	2	0	0	0
Fondling	0	0	0	-	0		0	0	0	-	0		1	1	0	0	0
Incest	0	0	0	-	0		0	0	0	-	0		0	0	0	0	0
Statutory Rape	0	0	0	-	0		0	0	0	-	0		0	0	0	0	0
Robbery	0	0	0	-	0		0	0	0	-	0		2	2	0	0	0
Aggravated Assault	0	0	0	-	0		0	0	0	-	0		0	0	0	0	0
Burglary	0	0	0	-	0		0	0	0	-	0		0	0	0	0	0
Motor Vehicle Theft	0	0	0	-	0		0	0	0	-	0		0	0	0	0	0
Arson	0	0	0	-	0		0	0	0	-	0		0	0	0	0	0
VAWA OFFENSES																	
Domestic Violence	0	0	0	0	0		0	0	0	0	0		1	1	0	0	0
Dating Violence	0	0	0	0	0		0	0	0	0	0		1	1	0	0	0
Stalking	0	0	0	0	0		0	0	0	0	0		2	2	0	0	0
ARRESTS																	
Weapons	0	0	0	0	0		1	1	0	0	0		2	2	0	0	0
Drugs	1	1	0	0	0		0	0	1	0	0		0	0	0	0	0
Alcohol	0	0	0	0	0		0	0	0	0	0		0	0	0	0	0
REFERRAL FOR DISCIPLINARY ACTION																	
Weapons	0	0	0	0	0		0	0	0	0	0		2	2	0	0	0
Drugs	1	1	0	0	0		0	0	0	0	0		4	4	0	0	0
Alcohol	3	3	0	0	0		0	0	0	0	0		0	0	0	0	0
HATE CRIMES																	
Murder/Non-negligent Manslaughter	0	0	0	0	0		0	0	0	0	0		0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0		0	0	0	0	0		0	0	0	0	0
Statutory Rape	0	0	0	0	0		0	0	0	0	0		0	0	0	0	0
Incest	0	0	0	0	0		0	0	0	0	0		0	0	0	0	0
Robbery	0	0	0	0	0		0	0	0	0	0		0	0	0	0	0
Aggravated Assault	0	0	0	0	0		0	0	0	0	0		0	0	0	0	0
Burglary	0	0	0	0	0		0	0	0	0	0		0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0		0	0	0	0	0		0	0	0	0	0
Arson	0	0	0	0	0		0	0	0	0	0		0	0	0	0	0
Larceny	0	0	0	0	0		0	0	0	0	0		0	0	0	0	0
Simple Assault	0	0	0	0	0		0	0	0	0	0		0	0	0	0	0
Intimidation	0	0	0	0	0		0	0	0	0	0		0	0	0	0	0
Vandalism	0	0	0	0	0		0	0	0	0	0		0	0	0	0	0
Sexual Offense: Rape, Fondling, Sodomy, Sexual Assault	0	0	0	0	0		0	0	0	0	0		0	0	0	0	0
UNFOUNDED CRIMES	2022						2023						2024				
Total Unfounded	0						0						1				
Hate Crime Key: (D) Disability (E) Ethnicity (Ra) Race (Re) Religion (S) Sexual Orientation (G) Gender (N) National Origin (GI) Gender Identity																	

### **Footnotes for the Main Campus of Catawba College**

1. The statistics reflect a 2024 College population of approximately 1120 in-person undergraduate students, 250 graduate and online students, and 114 employees.
2. The residential facilities statistics are duplicative. They are included in the campus statistics and reflect that portion of the campus statistics that occurred in residence halls or other residential facilities for students on campus.
3. For 2022 & 2023, Catawba College does not have any non-campus properties.
4. The statistics listed in "public property" include incidents which took place off campus, on public property immediately adjacent to and accessible from the campus, but not on the property of Catawba College.
5. Hate crimes are crimes that manifest evidence that the victim was intentionally selected because of the victim's actual or perceived bias towards another's disability, ethnicity, gender identity, national origin, race, religion, or sexual orientation. Hate crimes are reported for the crimes of criminal homicide, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, and any other crime involving bodily injury, as well as, larceny-theft, simple assault, intimidation, and destruction/damage/vandalism.
6. The Clery Act definition of motor vehicle thefts includes golf carts, motor scooters, and other "non-traditional" vehicles.

## **REGISTER TO VOTE**

All students are urged to register to vote in local, state, and national elections. Please visit the following link for the online voter registration and a printable Voter Registration Application. Note that Adobe Acrobat must be loaded to view the Voter Registration Application.

<https://www.ncsbe.gov/registering/how-register>





## CAMPUS MAP





## **COLLEGE POLICY MANUAL**

The College has a series of policies approved by its Board of Trustees. Several of these policies were referenced in this report. For a complete list of College policies and the student conduct process, please review the Student Resource Guide found here: [catawba.edu/studenthandbook](https://catawba.edu/studenthandbook).