

# 2023 Annual Security and Fire Safety Report

Statistics for calendar years 2020–2022



**MEREDITH**  
COLLEGE

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## A Message from President Jo Allen



At Meredith College, ensuring the safety and well-being of all of the members of our community remains a high priority. Fostering a community where everyone feels welcome and safe is important. Our strong commitment to safety is one reason Meredith College remains a great place to study, live, and work.

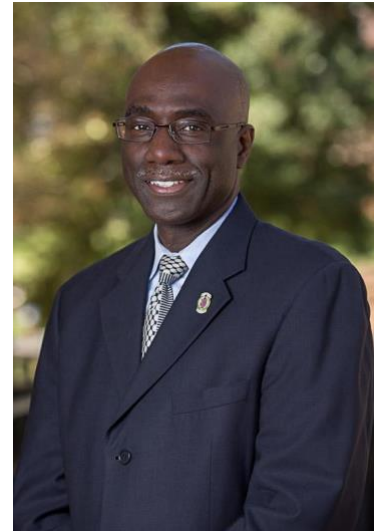
The health and safety of our students and other community members is our highest priority. We continue to educate our campus community on safety measures and to improve the Meredith experience for everyone.

Thank you for taking the time to read the *Annual Security and Fire Safety Report*, which contains information about campus safety measures and reports statistics about crime in our campus community. Thanks for your support of our Campus Police and Security team in their efforts to keep our campus community safe.

## A Message from Chief Al White

The *2022 Annual Security and Fire Report* is intended to inform our campus community and raise awareness about Meredith's campus crime statistics, security policies, and steps you can take to maximize your personal safety. This comprehensive document covers various topics related to campus security and personal safety, including crime prevention, campus law enforcement authority, crime reporting policies, disciplinary procedures, and other important security matters. Additionally, it provides essential contact information for law enforcement agencies, key campus offices, and local resources. The statistics from the previous three years are summarized in this report.

Meredith College Campus Police and Security Department works closely with various campus partners, including Athletics, the Dean of Students, Diversity, Equity and Inclusion, Residence Life, Human Resources, the Counseling Center, and Disability Services. We extend our gratitude to these partners for their unwavering dedication to helping us maintain a secure community.



If you reside, study, or work within our campus community, we strongly encourage you to read this report and discuss the contents with family members so that we all can make Meredith College a safer place. We are fully committed to ensuring that students, faculty, staff, and visitors can be productive and thrive in a safe environment. Our primary goal is to ensure the safety of life and property and to promote crime prevention.

We welcome any ideas, concerns, or requests for safety-related training from community members. Please feel free to contact our department if you would like to discuss these matters further.

# **ANNUAL SECURITY and FIRE SAFETY REPORT**

## **REPORT PREPARATION AND DISCLOSURE OF CRIME STATISTICS**

Meredith College prepares the Annual Security and Fire Report to comply with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act, formerly the Crime Awareness and Campus Security Act of 1990. The Campus Police staff is responsible for preparing and distributing the ASR. Information and statistics are compiled from information maintained by the Meredith College Campus Police, Raleigh Police Department, Wake County Sheriff's Office and information provided by other College offices such as Residence Life, Title IX, Campus Security Authorities and the Dean of Students Office. Each entity provides updated information on their educational efforts and programs to comply with this Act.

This report provides statistics from the previous three years concerning reported crimes that occurred on campus, public areas immediately adjacent to or running through the campus (Hillsborough Street, Faircloth Street, and Wade Avenue), and one non-campus property and remote classrooms. This report also includes certain College policies concerning campus safety and security, such as policies regarding drugs, alcohol, and sexual violence/misconduct, basic rights guaranteed victims of sexual assault, emergency notifications and timely warning.

This report is provided to you as part of Meredith College commitment to safety and security on campus. It contains information on a variety of security services and programs available to you as members of the college community and is intended to inform the College community of Meredith College's safety programs and security procedures. This publication is designed to provide an overview of the Meredith College Police Department, as well as information regarding other safety and security measures that have been instituted at Meredith College.

The College distributes a notice of the availability of this Annual Security Report (ASR) by October 1 of each year. We encourage members of the Meredith community to use this report as a guide for safe practices on and off campus. Anyone, including prospective students and employees, may find this report on the Meredith College website at: <https://www.meredith.edu/campus-police/security-and-safety> and may obtain a paper copy by contacting Campus Police at (919) 760-8888. Individuals with disabilities can request the ASR in an alternative format by contacting Campus Police.

## **Reporting Crimes and Other Emergencies**

The College provides a number of ways to report crimes, serious incidents, and emergencies. All members of the community should take an active role in reporting criminal activities or emergencies occurring on campus. It is critical for the safety of the community that crimes and other incidents are reported immediately so that the Campus Police staff can investigate the situation as soon as possible and can determine

if a timely warning or emergency notification to the community, or a portion thereof, is required.

## **REPORTING CRIMES TO THE CAMPUS POLICE**

We encourage all members of the college community to report all crimes and other emergencies to the Campus Police Office immediately. If you are a witness or victim of crime, it is important to report the crime so you can get help and support. Also, by telling the police what you know, you may help them solve this and other crimes or prevent others from becoming victims in the future. You should talk to the police if you know about a crime that has been committed or might be committed, someone who was involved in committing a crime, someone who has threatened you or another person or threatened to commit a crime, about any other activities you think may be criminal. Campus Police officers or Campus Security officers are on duty 24 hours a day, 365 days a year. **The emergency telephone number to Campus Police is (919) 760-8888.** This number may also be used for non-emergency reporting. Meredith's Office of Disability Services corresponds with students with hearing or speech disabilities via the free Telecommunications Relay Service (TRS) and Speech-to-Speech (STS). Additionally, people with hearing or speech disabilities may use the Text to 911 app, available for both android and iPhone users, to text for emergency help. For non-emergency communications, dialing 711 connects callers with a TRS operator who will facilitate the call. Non-emergency reports may be made in person at the Campus Police Department, which is located in the Campus Police and Security Building, 3800 Hillsborough Street, Raleigh, NC 27607. Raleigh Police, Raleigh Fire, Wake Sheriff's Office, or EMS Ambulance Services can be reached for emergencies at 9-911. Although there are many resources available, Campus Police should be notified of any crime, whether or not an investigation continues, to assure the College can address any and all security concerns and inform the community, of any significant threat.

If the victim is unable to make such a report, then witnesses or third parties are encouraged to report the incident to the Campus Police in a timely manner.

### **Unfounded Reports**

Only sworn or commissioned law enforcement personnel can make a formal determination that the report was false or baseless when made and that the crime report was therefore "unfounded". Crime reports can be properly determined to be false only if evidence from the complete and thorough investigation establishes that the crime reported was not, in fact, completed or attempted in any manner.

### ***Emergency Phones***

There are four blue light emergency call boxes located throughout the campus, which are activated by the push of a button. These call boxes are linked directly to the Campus Police emergency line. The location of the emergency is displayed to the Campus Police telephone to ensure prompt and accurate response by Campus Police staff. Emergency notification panels have been installed in several administrative offices.

## REPORTING CRIMES TO OTHER CAMPUS SECURITY AUTHORITIES

While the College prefers that community members promptly report all crimes and other emergencies directly to Campus Police at 919-760-8888, 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. 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, campus judicial proceedings, health services, Title IX and athletics. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution." CSAs are responsible for reporting crimes to the Campus Police Department, including crimes where the victim chooses to remain anonymous. Members of the community are helpful when they immediately report crimes or emergencies to the Campus Police and/or (Primary CSAs-as listed below). Reports filed with CSAs are assessed for issuing a Timely Warning Notice when necessary and counted and disclosed in the Annual Security Report. The following list includes some of the identified Campus Security Authorities at Meredith where crimes may be reported:

<b>Official</b>	<b>Campus Address</b>	<b>Phone Number</b>
Title IX Coordinator, Human Resources Director	1st floor Park Center	919-760-8898
Dean of Students/Assistant Dean of Students/Honor Council Adviser	2nd floor Park Center	919-760-8521
Office of Career Planning (Director)	2nd floor Park Center	919-760-8341
Office of Residence Life, including Director, RDs and RAs	2nd floor Park Center	919-760-8633
Office of Student Leadership and Service (All faculty/staff advisors to registered/recognized student org.)	2 <sup>nd</sup> floor Cate Center	919-760-8338
Health Services (Licensed professional staff)	1st floor Carroll Hall	919-760-8535
Athletic Department (All Coaches, directors, manages, and trainers)	Weatherspoon Gym	919-760-8205
Campus Police (All personnel)	Campus Police/Security Building	919-760-8888

## ***Voluntary Confidential Reporting***

While all persons receiving a report of sexual misconduct understand the desire to keep information confidential, maintaining confidentiality is not always possible in order to take appropriate remedial actions. If you are the victim of a crime and do not wish to pursue action within the College or criminal justice system, we encourage you to make a confidential report. Meredith College does provide confidential resources to whom one can speak and those individuals are not required to report this to the Title IX coordinator or law enforcement. These confidential resources are the licensed counselors in the Counseling Center (919-760-8427), the campus Chaplain (919-760-8347), and the medical and nursing staff in Meredith College Health Services (919-760-8535). These resources may be consulted at any time, including prior to making an official report to the College or to off-campus law enforcement officials. Otherwise, when those other than the confidential resources learn of a report, while to the extent possible, the College will respect an individual's request for confidentiality; however, the request for confidentiality will be weighed against the College's obligation to act on information it has received in order to provide a safe campus environment. The confidential reports allow the College to compile accurate records on the number and types of incidents occurring on campus. Confidential reports filed in this manner are counted and disclosed in the Annual Security Report.

The Meredith Campus Police encourages anyone who is the victim of or witness to any crime to promptly and accurately report the incident to the police, including when the victim elects to, or is unable to, make such a report.

Police reports are public records under North Carolina law, so the Campus Police cannot hold reports of crime in confidence. In certain circumstances, the victim's name is protected but the crime report is not confidential. To report a crime for inclusion in campus crime statistics without making a police report, individuals have the following options:

*Campus Security Authorities (CSAs):* Reports of crime made to CSAs are included in the annual crime statistics but a police report will not be made. Reports to CSAs of sexual harassment, sexual assault, sexual violence, or other sexual misconduct against students and employees are required to be reported to a Title IX official.

*Pastoral and Professional Counselors:* According to the Clery Act, pastoral and professional counselors who are appropriately credentialed and hired by Meredith College to serve in a counseling role are not considered Campus Security Authorities when they are acting in a counseling role. As a matter of policy, the College encourages pastoral and professional counselors to notify those whom they are counseling of the voluntary, confidential options available to them. These individuals will provide assistance in filing reports with the Police or Title IX if desired.

Confidential reports made to professional counselors or pastoral counselors are not disclosed in the Annual Security Report.

## Disclosure of Crime Statistics

Crime statistics, provided in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act are for your information. These statistics are compiled and released annually by the Meredith College Police Department. The totals represent the compilation of all designated Clery Act crimes reported to campus law enforcement officials, Campus Security Authorities (CSAs) and other law enforcement agencies.

### Clery Designated Crime Definitions

**Murder/Non-Negligent Manslaughter:** the willful (non-negligent) killing of one human being by another and include any death caused by injuries received in a fight, argument, quarrel, assault or commission of a crime.

**Manslaughter by Negligence:** the killing of another person through gross negligence. In other words, it is something that a reasonable and prudent person would not do.

**Sex offenses:** any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

**Rape** - the 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.

**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 his/her age or because of his/her temporary or permanent mental incapacity.

**Incest:** sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**Statutory Rape** –sexual intercourse with a person who is under statutory age of consent.

**Robbery:** the 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.

**Burglary:** the unlawful entry of a structure with the intent to commit a felony or theft.



**Motor Vehicle Theft:** theft or attempted theft of a motor vehicle.

**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.

**Domestic Violence:** a felony or misdemeanor crime of violence committed

- by a current or former spouse or intimate partner 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 the jurisdiction in which the crime occurred; or
- 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 occurred.

**Dating Violence:** violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors:

- the length of the relationship
- the type of relationship
- 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. Dating violence does not include acts covered under the definition of domestic violence.

**Stalking:** a pattern of repeated and unwanted attention, harassment, contact, or any other course of conduct directed at a specific person that would cause a reasonable person to feel fear or suffer substantial emotional distress.

**Liquor Law Violations:** the violation of state or local 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:** the violation 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.

**Illegal Weapons Possession:** 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.

**Hate Crime:** a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.

**Bias:** a preformed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation, ethnicity, national origin or gender identity.

Hate crimes are also counted when reported in conjunction with the following crimes:

***Larceny-Theft:*** the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

***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.

***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.

**Vandalism or destruction of property:** 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.

### **Categories of Prejudice**

**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.

**Sexual Orientation:** a preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex.

**Ethnicity:** a preformed negative opinion or attitude toward a group of persons of the same race who share common or similar traits, languages, customs, and traditions.

**Nation Origin:** a preformed negative opinion or attitude toward a group of persons based on their ancestors, place or origin, or because an individual has the physical, cultural, or linguistic characteristics of a national origin group.

**Disability:** a preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

## **Crime Statistics Location Definitions**

### ***On Campus***

Any building or property owned or controlled by the College within the same reasonably contiguous geographic area and used by the College in direct support of, or in a manner related to the College's educational purposes. College residence halls are included with this definition. Any building or property that is within or reasonably contiguous to the areas described above that supports College purposes and that is: owned by the College, but controlled by another person or entity; or is frequently used by students.

### **Residence Halls/Facilities**

Residential facilities for students on campus is a subset of the On-Campus Category. Statistics from this category are repeated in the On-Campus column.

### **Non-Campus Buildings or Property**

Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property (other than a branch campus) owned or controlled by the 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 and sidewalks that is within the campus or immediately adjacent to and accessible from the campus.

**Table 1 – Crime Reports for Calendar Years 2022, 2021, and 2020**

<b>Reports of Crime</b>	<b>Year</b>	<b>On Campus</b>	<b>On Campus Residential Facility</b>	<b>Public Property</b>	<b>Non Campus Building or Property</b>
Murder/Non-Negligent Manslaughter	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Manslaughter by Negligence	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Rape	2022	0	0	0	0
	2021	1	0	0	1
	2020	0	0	0	0
Fondling	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Incest	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Statutory Rape	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Robbery	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Aggravated Assault	2022	0	0	0	0
	2021	0	0	0	0
	2020	1	1	0	0
Burglary	2022	1	0	0	0
	2021	0	0	0	0
	2020	2	2	0	0
Motor Vehicle Theft	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Arson	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Domestic Violence	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Dating Violence	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Stalking	2022	1	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0

**\*\*No reported hate crimes for the years 2022, 2021, 2020**

**\*\*No unfounded crimes for the years 2022, 2021, 2020**

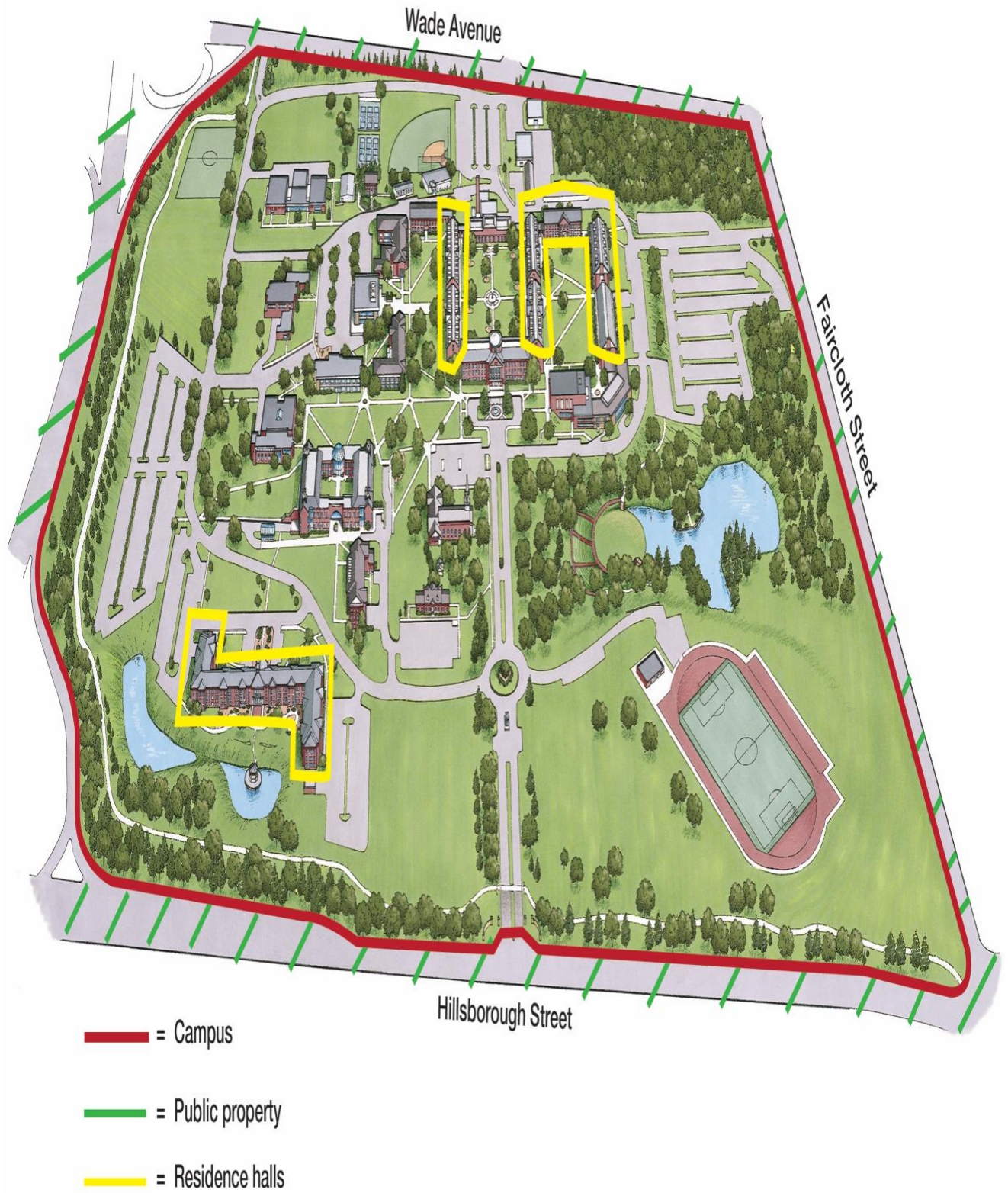
**Table 2 – Arrests for Calendar Years 2022, 2021, and 2020**

<b>Arrests</b>	<b>Year</b>	<b>On Campus</b>	<b>On Campus Residential Facility</b>	<b>Public Property</b>	<b>Non Campus Building or Property</b>
Liquor Law Violations	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Drug Abuse Violations	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0
Illegal Weapons	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0

**Table 3 – Disciplinary Referrals for Calendar Years 2022, 2021, and 2020**

<b>Disciplinary Referrals</b>	<b>Year</b>	<b>On Campus</b>	<b>On Campus Residential Facility</b>	<b>Public Property</b>	<b>Non Campus Building or Property</b>
Liquor Law Violations	2022	0	0	0	0
	2021	2	2	0	0
	2020	4	4	0	0
Drug Abuse Violations	2022	2	2	0	0
	2021	3	3	0	0
	2020	1	1	0	0
Illegal Weapons	2022	0	0	0	0
	2021	0	0	0	0
	2020	0	0	0	0

# Meredith College Clery Reporting Map



## **RESPONDING TO CRIME REPORTS**

Meredith College campus police and security officers respond to calls for service 24 hours per day, 7 days per week. Officers responding to calls are initially responsible for ensuring the safety and security of individuals, the crime scene, and any property. Officers' conduct preliminary investigations by interviewing victims and witnesses, obtaining all the relevant facts of the incident, following up until a final status report and disposition solve and clear the reported incident. Major crimes on campus are handled with assistance from the Raleigh Police Department. Specific information on departmental policies and procedures regarding responding to crimes can be found in the Police General Orders Manual.

Police incident reports and the Daily Crime Log are available from the Campus Police Office. Reports are also made available to other campus departments under certain circumstances, where there are concurrent responsibilities for Meredith College students, staff, and/or property. A notification is issued when a student violates a college rule, regulation, or criminal law and the student is referred to the Office of the Dean of Students for disciplinary actions.

### **Daily Crime Log**

Meredith College Campus Police maintains a Daily Crime Log which is available to the public for review at Campus Police/Security Headquarters, 3800 Hillsborough Street, Raleigh, NC, 8 a.m. – 4 p.m. Monday through Friday, excluding holidays.

## **About Campus Police**

Meredith College campus police and security officers provide 24-hour patrol service to the campus, including residence halls, parking lots and grounds. The department has armed police officers and unarmed security officers. Campus police officers wear white dress shirts with distinguishing shoulder patches, badge and nameplates or either embroidered polo shirts and khaki color pants. Security officers wear either a maroon or gray polo shirts and dark long pants. Officers are required to keep their identification tag with them at all times. The identification tag includes a color photo of the employee and their department affiliation. If there is ever any doubt as to whether a person is affiliated with the Campus Police, one is encouraged to inquire for one's own safety. All employees will gladly provide proof of their association with the department.

The campus police / security department is responsible for crime reports, initial investigations, coordinating fire and emergency medical services, parking and transportation, traffic accident reports, and other public safety services. Officers prepare and submit incident reports to the Meredith College Campus Chief of Police who distributes them to the appropriate College officials. The department is comprised of:

- 3 Full-time Sworn Police Officers positions and one part-time Sworn Police Officer
- 6 Full time and 10 part-time Security Guard positions
- 1 Administrative Support Personnel

## **Law Enforcement Authority**

Meredith College Campus police officers have full police authority and have the authority to enforce State, Local, and Federal Laws on College property under the provisions of Paragraph 74G of the General Statutes of the State of North Carolina. Police Commissions are granted under that statute by the Attorney General of North Carolina, including the power to make arrests for felonies and misdemeanors within the agency's jurisdiction. The law enforcement jurisdiction is exclusive to property owned and controlled by Meredith College.

All sworn officers complete basic law enforcement training. Annually, sworn law enforcement officers receive 24 hours of in-service training mandated by the North Carolina Criminal Justice Education and Training Standards Commission, including firearms qualification and the use of force. Additional training topics include: ethics, legal update, domestic violence, sexual assault response, crime prevention, and juvenile and minority sensitivity training.

Meredith College Campus Security Officers are not law enforcement officers and do not enforce the law or have authority to arrest. They have authority to enforce rules and regulations of the College including the Student Code of Conduct, housing regulation, parking and traffic regulations. They have the authority to require identification of any person on the property and to order any person to leave the property if he/she refuses to provide identification or is not enrolled or employed at the College and has no legitimate business on the campus. Campus security officers have the authority to summon assistance from local law enforcement or to refer matters involving a violation of federal, state, or local law or ordinance to the appropriate law enforcement agency for resolution. The jurisdiction of the Campus Security Officer is limited, in most cases, to the geographical boundaries of the Meredith College campus.

All security officers attend regular scheduled in-service training that is exclusive to the issues that concern Meredith College.

## **Relationship with Local Agencies**

Campus Police recognize that it is vital to maintain a close working relationship with all local police, federal agencies, state agencies, and other emergency response agencies, especially those with joint or mutual jurisdiction considerations and responsibilities. As a result, the department has mutual aid agreements with various local police and emergency response agencies. The Campus Police maintain a close working relationship with the Raleigh Police Department, Wake County Sheriff's Office, North Carolina State Bureau of Investigation and other college campus and municipalities, both through informal meetings and formal agreements between the departments. Meredith College has a written agreement (memorandum of understanding) regarding the investigation of crimes. For homicides, other unusual deaths, and armed robberies in which Campus Police believe the perpetrator has left the campus, Raleigh Police will respond and take control of the investigation. The State Bureau of Investigation will be asked to investigate any shooting by a Campus Police Officer that results in death



or injury. Investigations of all other offenses shall be the responsibility of Meredith College Police. Anyone interested in additional information regarding these agreements are encouraged to contact Campus Police at 919-760-8888.

There are no non-campus locations of student organizations that own or control housing facilities within or outside of the Meredith College core campus that are officially recognized by the College. Therefore, local police are not used to monitor and record criminal activity since there are non-campus locations of student organizations.

## **Alerting the Meredith Community**

In the event of an emergency, or to notify the campus of College closings or delays, rapid communication with the campus community is essential. Meredith College utilizes an emergency notification system known as MC Alert. The MC Alert system allows Meredith to convey time-sensitive information within minutes, through a single phone call. MC Alert is primarily intended to rapidly disseminate emergency information about an incident or emerging situation and provide instructions to the Meredith campus community. Meredith College can schedule, send and track personalized voicemail, email and text messages to students, faculty and staff.

The notification system provides alerts for emergencies as well as non-emergency situations causing a significant and real or perceived threat to the campus community. MC Alert system is available at <https://www.meredith.edu/emergency-planning/mc-alert>.

**MC Alert emergency notification messages are sent via four different modes of communication:**

- **Voice messages:** A voice message goes to everyone who has signed up for the MC Alert messages.
- **Text messages to cell phones, PDAs and other text-based devices:** Meredith College sends students, staff, and faculty a text message to the text-based device in the event of a campus emergency, college closing, and for information on the occurrence of certain crimes. An alert will be sent to everyone who has signed up for MC Alert. Messages will contain brief safety instructions and/or brief details on where to get more information about the alert, i.e. Meredith's emergency website.
- **Email notification:** Written messages to e-mail accounts.

**Messages to receiving devices for the hearing impaired.** The MC Alert System has a option to relay information to a TTY device.

**Campus Siren System:** The campus siren system is an audible warning system, which consists of a speaker array mounted on a pole in the middle of the campus. In the event of certain emergencies, either tones or brief messages will be broadcast over these speakers to notify persons located outside of buildings to take action. Typically, this action will be to seek shelter in a nearby building and tune in to the various media described above for further information. An all clear sound will be activated when the emergency no longer exists. For more information on Meredith College Emergency Procedures, please visit <https://www.meredith.edu/emergency-planning/emergency-procedures>.

**Social Media:** Meredith College may use various forms of social media (Twitter, Facebook, Google+, etc.) to alert the Meredith community about emergencies as well as non-emergency situations causing a significant and real or perceived threat. In addition, Alert Twitter and Facebook pages are maintained by the Department of Marketing and only activated during an emergency.

The Chief of Police or his designee will determine which communications tool to use and when to inform the campus community of a significant emergency, a serious or continuing threat, or dangerous situation. When time allows, the notifications will be activated in consultation with members of the Executive Leadership Team.

The MC Alert System, text messaging, voice messages, e-mails, and the audible alert system are tested on a quarterly basis. Records are kept on file of the results of the testing process.

## **Timely Warnings**

The Campus Police Department will issue a timely warning, called a "Meredith Crime Alert" for a Clery –reportable crime that has already occurred in which there is an ongoing or serious threat to members of the campus community. These warnings are issued for Clery Act crimes that have occurred on the campus, on public property, or on non-campus property that are reported to the Campus Police, other campus security authorities, or local law enforcement. Meredith Crime Alerts may also be issued in some circumstances where there is a pattern of crime against persons or property. Examples of crimes where crime warnings may be issued include, but are not limited to: sexual assaults, burglary, robbery, or aggravated assaults. Victim names are not included in timely warnings.

Timely warnings are typically issued for the following Uniform Crime Reporting Program (UCR)/National Incident based Reporting System (NIBRS) crime classifications:

- Murder/Non-Negligent Manslaughter
- Aggravated Assault (case by case basis to determine if the individual is believed to be an ongoing threat to the larger MC community)
- Robbery involving force or violence (case including pick pocketing and purse snatching will typically not result in the issuance of a Timely Warning Notice, but will be assessed on a case-by-case basis)
- Sexual Assault (considered on a case-by-case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount of information known by the victim. In cases involving sexual assault, they are often reported long after the incident occurred, thus there is no ability to distribute a "timely" warning notice to the community. All cases of sexual assault, including stranger and non-stranger/acquaintance cases, will be assessed for potential issuance of a Timely Warning Notice.
- Major incidents of Arson
- Other Clery crimes as determined necessary by the Chief of Police or his or her designee in his or her absence.

These warnings are disseminated through a variety of ways including emails, MC Alert notifications, flyers, text messages, and social media.

Timely Warning Notices will be distributed as soon as pertinent information is available, in a manner that withholds the names of victims as confidential, and with the goal of aiding in the prevention of similar occurrences. The Chief of Police or the Assistant Chief of Police typically writes the timely warnings and distributes them campus wide.

The college is not required to issue a Timely Warning with respect to crimes reported to a pastoral or professional counselor.

An example of a Meredith Crime Alert e-mail is:

Crime Alert—Armed Robbery: Early Sunday morning at 2:06 am, a student and visitor were walking on West Campus near the golf driving range. A male subject approached them armed with a knife, demanded money, and fled with a purse. He got in a waiting car with another person driving. The 1995-1999 Monte Carlo type car was last seen on West Campus Dr. There were no injuries.

Description of suspect:

White male, slim build, 6 feet tall, 20- 25 years of age, black shoulder-length hair, acne on face, deep southern accent, wearing a black t-shirt and blue jeans

Anyone who may have information should contact Meredith Police at 919-760-8888. Campus safety is a top priority; always remember that personal safety starts with you.

Report any suspicious activity to campus police (919-760-8888) or the local police (911).

We will post additional information as available on the Campus Police web site.

[http://www.meredith.edu/on\\_campus\\_services/campus\\_police](http://www.meredith.edu/on_campus_services/campus_police).

Please share the information contained in this crime alert with other people on campus who may not have seen it.

## **Emergency Notifications**

### **Drills, Exercises, and Training**

Meredith College maintains an Emergency Response Plan that outlines responsibilities of campus units during emergencies. This plan outlines incident priorities, campus organization and specific responsibilities of particular units or positions.

College units are responsible for developing emergency response and continuity of operations plans for their areas and staff. Campus emergency management provides resources and guidance for the development of these plans.

To ensure the College's emergency management plans remain current and actionable, the college conducts emergency management exercise to test emergency procedures at a minimum of once a year. These tests may include tabletop drills, emergency

operations center exercises, or full-scale emergency response exercises. The College conducts after-action reviews of all emergency management exercises. These tests, which may be announced or unannounced, are designed to assess and evaluate the emergency plans and capabilities of the college.

Each test is documented and includes a description of the exercise, the date and time of the exercise, and whether it was announced or unannounced.

The College conducts after action reviews of all emergency management exercises. The scenarios for these exercises change from year to year and include several departments from across the campus. In conjunction with at least one emergency test each year, the College will notify the community of the test and remind the community of the information included in the College's emergency response procedures and evacuation procedures, which are available at the Emergency Planning website, [http://www.meredith.edu/about\\_meredith/emergency\\_planning](http://www.meredith.edu/about_meredith/emergency_planning).

**MC Alert Emergency Notifications** are issued by Meredith College to immediately notify the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus. Meredith College will without delay, and considering the safety of the community, determine the content of the notification and initiate the notification system. Unless issuing a notification, will in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Examples of such significant emergencies or dangerous situations include, but are not limited to, shooters on campus or tornado warnings. Emergency Notifications are issued by Campus Police through a combination of methods that may include broadcast e-mail, audible alert, public media, or text message. In addition, the Marketing Department may issue emergency information via the college home page and social media. Follow up communications are directed by the Executive Leadership Team and Department of Marketing.

Students may also receive communications from the College's residence life staff, such as the Director, Residence Directors and Resident Advisors (RDs and RAs). Students receive an email message each semester highlighting the methods of emergency communication, with special emphasis on registering to receive emergency text messages through MC Alert, and to review the emergency response plans which reside at [http://www.meredith.edu/about\\_meredith/emergency\\_planning](http://www.meredith.edu/about_meredith/emergency_planning).

## **RESPONDING TO A MAJOR INCIDENT**

1. In the event of an on-campus medical emergency, the campus community should contact Wake EMS by dialing 9-911 from a campus phone or 911 from any other phone and then contact Campus Police by dialing 8888 from a campus phone or 919-760-8888 from any other phone. In the event of any other on-campus

emergency, the campus community should contact Campus Police by dialing 8888 from a campus phone or 919-760-8888 from any other phone.

2. For major incidents which require immediate notification of the Meredith campus community, MC Alert and/or the campus-wide siren will be activated.
3. If the event is deemed to be a major incident, Campus Police shall notify the Vice President for Business and Finance, and he may deem a situation a major incident based on his/her own information as well.
4. The Vice President for Business and Finance shall call a meeting of the Incident Response Team. Campus Police will assist in notifying the team members who the Vice President for Business and Finance decides are relevant to the particular incident based upon the specific incident response plan.
5. In situations when the command center is needed (i.e. extensive power outages, flooding, lack of access to administrative buildings), the Vice President for Business and Finance will contact Campus Police to prepare the command center in the Massey House.

## **CRISIS COMMUNICATION**

To ensure that the College's public information response to an emergency is quick, accurate, sensitive and responsible, the Department of Marketing will coordinate all crisis communications with campus and off-campus constituencies and media outlets. The Executive Director of Marketing will consult with the President to determine the College's official response. The Executive Director of Marketing, or other designee, will serve as the official media spokesperson in the event of a crisis.

*Internal and external communication:* To communicate with persons living or working on campus, information and updates will be communicated through MC Alert, the College's main web page, email messages, the inclement weather line, and signs posted in residence halls and the Oaks Apartments. To communicate with parents, students, and other concerned persons who are not located on campus, information will be posted on the College's main web page (if power is available to campus).

## **THE CAMPUS INCIDENT RESPONSE TEAM**

The Meredith College Incident Response Team is comprised of the following positions. Others may be added or substituted depending on the emergency. The exact membership of the team will vary depending on the nature of the incident. Incident response will require close communication with the Raleigh Fire and Police Departments and/or other mutual aid organizations as needed.

<b>POSITION</b>	<b>ROLE DURING MAJOR INCIDENTS</b>
President	Provides oversight of College's incident response. Informs members of the Board of Trustees of major incidents. Plays key role in crisis communications.
Vice President for Business & Finance	Serves as Incident Response Team Leader for any incident involving the entire College community.
Vice President for College Programs	Responsible for elements of response related to students.
Provost	Responsible for elements of response related to the faculty.
Vice President for Institutional Advancement	Addresses issues affecting overall College planning, development or alumnae relations.
Director of Facilities Services	Responsible for management of facility operations, building and property issues, and environmental issues.
Chief and Asst. Chief of Campus Police	Assists in making initial assessment and is responsible for all security issues.
Director of Dining Services	Works to provide food and water to affected population and emergency workers as needed.
Director of Health Services	Assists in providing triage and first aid to ill and injured person(s) and assists with life safety issues.
Executive Director of Marketing and News Director	Generates fact sheets, news releases and all public communications concerning the incident. Acts as spokesperson for the College community to news media and governmental agencies.
Chaplain and Director of the Counseling Center	Provides emotional and spiritual support to members of the campus community and their families as needed.
Deans of Academic Programs	Responsible for elements of response related to the faculty and academic programs.

Director of Residence Life	Works to provide shelter and housing for affected student population.
Chief Information Officer	Assists in organizing emergency telecommunications as necessary and assists other team members with computer network resources
Dean of Students and Assistant Dean of Students	Assists in responses related to students.
Others as directed by the Team Leader	Carry out duties as directed by other Team members or the Team Leader.

### **Emergency Evacuation Procedures**

The emergency evacuation procedures are tested two times each semester in the residence halls and at least annually in other buildings. Students and employees learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. The Campus Police does not tell building occupants in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In both cases, Campus Police staff on the scene will communicate information to students regarding the developing situation or any evacuation status changes.

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of a fire or other emergency. At Meredith College evacuation drills are used as a way to educate and train occupants on fire safety issues specific to their building. During the drill, occupants 'practice' drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm.

### **General Evacuation Procedures**

At the sound of a fire alarm or if you are instructed to evacuate, leave your work area immediately and proceed to the nearest exit, and leave the building. If you are the first to recognize a fire situation, activate the alarm, evacuate to a safe location using the nearest exit, and notify Campus Police (919-760-8888) if calling from an external or (8888) if calling from an internal number or dial 911.

1. Remain Calm
2. Do NOT use Elevators, Use the Stairs.
3. Assist the physically impaired. If he/she unable to exit without using an elevator, secure a safe location near a stairwell, and immediately inform Campus Police or the responding Fire Dept. of the individual's location.
4. Proceed to a clear area at least 150 feet from the building. Keep all walkways clear for emergency vehicles.

5. Once outside, report to the designated assembly area or move far away from the building. Do not obstruct the exit doors at street level. Clear the area.
6. Make sure all personnel are out of the building.
7. Do not re-enter the building until Raleigh Fire or Campus Police personnel give an "All Clear" signal.

## **SHELTER-IN PLACE PROCEDURES**

The purpose of an emergency shelter-in-place alert on campus is to limit human exposure to an apparent life-threatening, hostile or hazardous situation. A shelter-in-place alert is necessary in situations where there is reason to believe that exiting a sheltered area will expose individuals to greater danger than remaining in place.

The primary authority to initiate a shelter-in-place order will be Campus Police. Should the situation warrant it, all faculty and staff have the authority to initiate an emergency shelter-in-place alert.

Situations where an emergency shelter-in-place may be warranted include, but are not limited to:

- A. observing an armed intruder or shooter,
- B. a serious crime being committed in close proximity to campus, or
- C. any situation where exposure to outside hazards may endanger staff, faculty, students, and/or visitors.

Anyone observing any one of these situations should immediately call Campus Police at (919) 760-8888 and be prepared to answer detailed questions to describe the location and description of the perpetrator or event. (See Initial Action/Reporting Procedures below.)

**Campus-wide/Off-campus Notification:** The Meredith Campus Community will be notified through MC Alert, our campus emergency notification system. In addition, individuals may be told by Campus Police personnel and/or staff to shelter-in-place when encountering security personnel making their rounds.

**Initial Action/Reporting Procedures:** When an intruder on campus is actively causing deadly harm or the threat of imminent deadly harm to people, you must immediately seek cover and call or contact Meredith College Campus Police at (919) 760-8888 (extension 8888, from any campus phone). Give as many details as possible relative to location, number of assailants, means of aggression, and other pertinent information.

### **General instructions for individuals on campus during an emergency shelter-in-place situation:**

- Remain calm.
- Do not sound the fire alarm to evacuate the building. People may be placed in harm's way when they are attempting to evacuate the building. If a fire alarm does go off during a shelter-in-place, do not evacuate unless you smell smoke.



- Do not gather in open areas or hallways. These ARE NOT areas of shelter.
- Stay away from windows and doors.
- Do not leave until police or security contact you to confirm it is safe; follow instructions from police or security.

### ***Confirming the Existence of a Significant Emergency or Dangerous Situation and Initiating the Emergency Notification System***

Campus Police become aware of emergency and dangerous situations when they are reported to the police emergency number and when they are discovered during patrol or other assignments and sometimes in conjunction with campus administrators, local first responders, the health department and/or the national weather service. If the situation is not discovered by a member of the police department, then a police officer/security officer is dispatched to confirm the emergency. When a police officer/security officer confirms the existence, of an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the campus community, the responding officer will establish incident command and notify the Campus Police Chief or his designee to issue an emergency notification [http://www.meredith.edu/about\\_meredith/emergency\\_planning](http://www.meredith.edu/about_meredith/emergency_planning).

The Campus Police Chief, or his designee, will immediately initiate the College's emergency notification system. If in the professional judgment of first responders, issuing a notification potentially compromises efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency, the emergency notification may be delayed. As soon as the condition that may compromise efforts no longer exists, the College will issue the emergency notification to the campus community.

For an imminent, life-threatening emergency, such as an armed person, a major hazardous materials incident, or a tornado sighting, the Police Chief or his designee will activate the emergency sirens. The Campus Police will contact the Marketing Department to manage the other portions of the emergency notification process.

If the situation does not involve an armed person, major hazardous materials incident, or severe weather, then the Campus Police will not sound the siren. However, if the situation endangers campus safety (for example a bomb threat, explosion, major fire, major power outage, hostage/barricaded person, riot or other civil disorder, or dangerous weather condition) and it cannot be quickly and easily contained and mitigated, then as soon as possible, subject to the Campus Police's responsibilities to contain the threat and mitigate the emergency – the Police Chief or his designee will contact the Department of Marketing to begin the emergency notification process.

### ***Determining the Appropriate Segment or Segments of the Campus Community to Receive an Emergency Notification***

If the sirens are sounded, Marketing sends information to the entire campus community. If the sirens are not sounded, the Executive Leadership Team determines the appropriate segment(s) of the campus community to receive the emergency notification.

### ***Determining the Content of the Emergency Notification***

The College has an approved set of message templates to accompany siren activation that are maintained by the Marketing Department. When the sirens are activated, Marketing selects the approved template that matches the emergency. The Police Chief or his designee advises Marketing of the facts needed to complete any blanks in the template.

When the sirens have not been activated, Marketing will immediately launch automatic notification of the Executive Leadership Team (ELT) and change the Emergency Alert web page and main homepage to the approved general alert template that announces the campus is on alert status. This general alert message informs the reader that the website will be updated as soon as more information is available. The ELT is responsible for updating communications to the campus as information becomes available.

### ***Enrolling in the College's Text Message System (MC Alert)***

Text messaging can be a very effective way to send important information to the campus community. The College has the ability to send text message alerts to those persons who register their cell phone numbers. All members of the campus community are encouraged to register their mobile phone numbers at <https://www.meredith.edu/emergency-planning/mc-alert>. To register for mobile phone timely warnings and emergency notifications, you need to log in with WebAdvisor username and password. <https://advisor.meredith.edu/WebAdvisor/WebAdvisor?TYPE=M&PID=CORE-WBMAIN&TOKENIDX=7438013712>

Contact information included in the MC Alert service will only be used for emergency notifications or to communicate about College closings and delays, and will not be made available to any other service, on or off campus.

Follow-up information will be distributed using some or all of the identified communication systems (except fire alarm).

The local news media will be utilized to disseminate emergency information to members of the Meredith community, including neighbors, parents and other interested parties. The Meredith community can also access emergency information via the Meredith College homepage and/or social media.

If there is an immediate threat to the health or safety of faculty, staff, or students the emergency notification procedure should be followed.

### **Security of and Access to College Facilities**

Campus buildings and facilities (excluding residential facilities) are accessible to the campus community, guests and visitors during normal business hours, Monday through Friday. Campus classroom buildings are accessible from 7 a.m. to 11 p.m. Access to

the campus is controlled after evening closing hours (11 p.m.). Students must check in with the gatehouse officer when returning to campus after these hours. Residence halls and wings of the Oaks Apartments are equipped with automatic door locks which are activated by student CamCards.

Officers regularly patrol the campus, including residential facilities by vehicle and on foot to ensure a high level of physical security. They also note any safety hazards such as defective lighting, inoperative doors or locks, broken sidewalks, steps or handrails and any other hazardous conditions. These are reported in writing to the maintenance department.

During non-business hours, access to all facilities is by the college access card or admittance by the Campus Police. Academic and administrative buildings on campus may have individual hours, which may vary at different times of the year. As a practice, all academic buildings on campus are locked by Campus Police staff at 11 PM and unlocked at 7 AM daily.

**Campus Closing Hours:** Residence Halls are locked 24 hours a day, with access by Meredith CamCard only. Campus closing hours are 1 a.m. Sunday-Thursday, and 2 a.m. Friday and Saturday.

As an additional security measure, Meredith is closed to the public at 11 p.m. daily. At this time all cars entering campus must stop at the gatehouse on Main Campus Drive. The Faircloth Gate is locked nightly at 11 p.m. and opened at 6:45 a.m. each day. Electronic gate arms were installed on Main Campus Drive to regulate the flow of traffic and enable the staff to quickly shut down the campus to vehicle traffic if needed.

## **SPECIAL CONSIDERATION FOR RESIDENTIAL FACILITIES**

Access to residence halls is restricted to students and staff who live and staff who work in the residence halls. All access to residence halls is provided via an electronic key card access system (CamCard system), which will allow access only to approved cardholders. Residence halls are locked at all times including during emergencies or over extended breaks. Routine patrol ensures the buildings remain safe and locked.

## **SECURITY CONSIDERATIONS IN THE MAINTENANCE OF CAMPUS FACILITIES**

At Meredith, the facilities and grounds are designed for safety and security. Lighting illuminates the pathways from parking lots to buildings and between buildings. The Facilities Services Department has regular programs to survey the campus landscape for trees, shrubbery, and plants that need to be trimmed to increase safety. Facilities Services also has a regular program to survey the campus for lighting that is burned out or in need of repair. Campus Police staff report unsafe situations found during patrol operations, such as dark areas where lighting needs to be added or areas where lighting is burned out, to Facilities Services for correction. Campus Police staff closely monitor

any security-related maintenance problems after hours until reported to and resolved by Facilities Services or a contracted vendor.

## **Crime Prevention and Safety Awareness Programs**

### **PROGRAMS THAT INFORM STUDENTS AND EMPLOYEES ABOUT SECURITY PROCEDURES AND PRACTICES AND ENCOURAGE RESPONSIBILITY FOR ONE'S OWN SECURITY**

During orientation, students are informed of services offered by Campus Police. Video and PowerPoint presentations outline ways to maintain personal safety and residence hall security. Students are told about crime on campus and in surrounding neighborhoods. Similar information is presented to new employees at new employee orientation. New staff receive general information on the College's Sexual Misconduct policy and the Harassment and Nondiscrimination policy and Grievance Procedures during new employee orientation. Additional training is presented during the year with more opportunities planned for the future.

Periodically during the academic year, Campus Police in cooperation with other campus organizations and departments, present crime prevention awareness sessions on sexual assault (rape and acquaintance rape), date rape drugs, theft and vandalism, as well as educational sessions on personal safety and residence hall security. In addition to seminars, information is disseminated to students and employees through various campus media, crime prevention awareness literature, posters, and displays. When time is of the essence, information is released to the college community through the university's electronic mail system.

During the 2020-2021 academic year, Meredith College offered approximately 15 crime prevention and security awareness programs. Topics such as personal safety, residence hall security, ridesharing safety, protesting safely, drug and alcohol abuse awareness, sexual assault prevention, impact of social media can have on survivors of sexual assault, #MeToo movement, and survivor training are some examples of programs offered during the prior academic year.

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and security of others.

The Dean of Students Office and the Office of Residence Life, in conjunction with members of the Honor Council, provide information to new students about the importance of the Honor Code at the Honor Code Ceremony and residence life staff also provide information to new resident students at a health and safety training during orientation. The Honor Code is available to students as part of the online Student Handbook on the College website at

<https://my.meredith.edu/CampusSites/DOS/Pages/default.aspx>

The Student Honor System section of the Student Handbook includes the Statement of Honor, the Honor Pledge, the list of Honor Code violations, possible sanctions, how to report Honor Code violations, and appeal procedures. The SGA Constitution and By-Laws include detailed information about judicial procedures and appeals processes. Students are responsible for complying with the policies of the College as well as all federal, state, and local laws. In addition, the Office of the Dean of Students in partnership with the Directors of Health Services and Counseling Center also provides training to new students during orientation each fall and spring semesters regarding the sexual misconduct policy and procedures.

Residence Life staff provide training to resident students about community living standards and policies governing residence hall living. These include general safety tips, how to contact residence life and campus police staff, and how to report suspicious persons.

### **CAMPUS-WIDE CRIME PREVENTION SERVICES**

Crime prevention programs are provided throughout the year by the Campus Police and other campus departments to students, parents, faculty, employees, and student and community organizations.

#### ***Health and Safety Awareness Programs***

Residence Life staff present information for new students during Orientation Week and to resident students at hall/floor meetings during the year. Programs during new student orientation week also introduce new students to information related to the College's sexual misconduct/Title IX policy. Other awareness opportunities included:

- Meredith College student-created awareness content for sexual assault
- Mental Health Awareness
- Conflict Resolution
- Updated the alcohol policy/guidelines for behavior at off campus events
- The Chair of the Incident Management Team sends emails to the campus community encouraging registration with the MC Alert system and with reminders to learn more about the College's emergency plans/responses.
- *Drugs and Alcohol: Health, Safety & Responsibility* - Annual Newsletter for Students, Faculty, and Staff

#### ***Athletic Department***

- Sexual Assault Awareness Week in collaboration with the Dean of Students Office
- Core Value Kickoff keynote presentation: Responsibility for following Meredith College Community
- Title IX Resource Guide made available by DOS/Director of Counseling Center

#### ***Office of Career Planning***

- QPR training offered by the Counseling Center
- Title IX updates for faculty and staff offered by the Dean of Students and Human Resource

### ***Freshman Discovery Series***

Two required programs for first year students each fall semester addressing topics related to health and safety, including healthy choices regarding alcohol and issues related to sexual violence and bystander intervention strategies.

- First Year Experience- Alcohol Use
- First Year Experience – Social media and healthy relationships

Sexual assault Awareness Week was held virtually March 29-April 1, 2021 and was planned by the Office of the Dean of Students and the Counseling Center in partnership with Sisters United and peer health educators. Programs included a workshop focused on establishing boundaries for healthy relationships (presented by the Assistant Director of the Counseling Center) and Forgiveness After Trauma (presented by faculty member Dr. Carla Ross). A resource guide that included campus and community resources to support survivors of sexual violence and abuse was emailed to students as part of the week's activities.

### ***Counseling Center***

- The Counseling Center presents many awareness and educational opportunities to the Meredith College community. Listed below are some of these mental health and safety workshops offered throughout 2021.
- Addresses mental health and safety education and resources on its social media platforms.
- Sexual violence awareness and prevention for students, faculty, and staff
- Stress and anxiety management for students
- Title IX and healthy relationships for students, faculty, and staff
- Sexual violence awareness and prevention for students, faculty, and staff
- Sexual violence prevention/bystander training for students, faculty, and staff
- Counseling skills training for faculty and staff
- Self-care skills training for students, faculty, and staff
- Campus Resources for students on alcohol and other drug handouts
- Crisis prevention and resources
- Managing anxiety and grief related to COVID (isolation, restrictions and loss)

### ***Health Services***

- CampusWell-Social media site that covers a variety of college health issues including a monthly Title IX article
- COVID webinars, vaccine webinars and PEARLS podcasts
- Sexual Assault resources
- CampusWell monthly newsletter

### ***Chaplain Office***

- Professor Laura Prestwood spoke on domestic violence to the campus community
- Sisters United help organize Sexual Assault Prevention Week 2021
- Pamphlets and other local resources are provided on a regular basis

### ***Residential Life***

- Critical Response Team-responded to critical issues that affect the students
- Annual training of Residence Directors and Resident Assistants including training on sexual misconduct policies, resources, response protocol and Clery reporting;

emergency training (responding to victims of sexual misconduct; counseling skills, conflict resolution, domestic and emotional abuse, fire training and fire extinguisher training).

- Bulletin Board programs: Alcohol Awareness, Healthy vs Unhealthy Relationships, Mental Health Awareness, Conflict Resolution
- Presentations include specific information about serving as a Campus Security Authority, Title IX, and how to help students involved in unsafe situations. Presenters included personnel from Campus Police, the Counseling Center and Dean of Students Office.
- CLERY Act Compliance Training

### ***Staff and Faculty Orientation***

- Every month new staff participate in orientation and faculty go through new faculty orientation during the opening week of the college. New staff orientation topics include Title IX, college policies and resources, sexual harassment and sexual misconduct policies, resources available and support services
- During the annual faculty training week each employee is updated on Title IX policies and procedures and the above-mentioned topics

### ***Campus Peer Health Educator Group (PEARLS)***

#### ***Peer Educators Advocating for Responsible LifeStyles***

Ongoing health awareness programs are provided each year through the student health center on campus and through programs planned and sponsored by the campus peer health educator group (PEARLS). Several virtual workshops were held on the following topics: sexual health, mental health, healthy relationships, stress management, wellness, and bystander intervention. PEARLS assisted with the campus wide virtual Sexual Assault Awareness Week programs.

### ***Chat with the Chief***

Chief of Campus Police sends out reminder emails to campus community and presents to specific campus groups. Periodically during the year, the Chief meets with the student body to have conversations on safety topics of interest.

### ***Operation Identification***

Campus Police provides an electric engraver for students and employees to engrave their valuables. The engraver is available at the Campus Police Building.

### ***Off-Campus Crime***

Campus Police staff assists other law enforcement agencies when requested at locations that are adjacent to the campus. Raleigh Police Department is the primary responder to criminal activity occurring off campus.

## **Policies Regarding Alcoholic Beverages and Illegal Drugs**

### **Alcohol and Other Drugs**

The College strongly discourages illegal and irresponsible use of alcoholic beverages by Meredith students. North Carolina State law prohibits the use or possession of alcoholic beverages for persons who are under twenty-one years of age. The possession, use and sale and/or consumption of alcoholic beverages on campus or in any College building is prohibited except by those of legal age in individual on-campus apartments. Any amount of alcohol possessed or consumed by persons under the age of twenty-one shall be considered "possession." Memento bottles are not allowed in residence halls. Providing alcohol to any person who is under the age of twenty-one is illegal. A student may not attend class while under the influence of alcohol.

Inappropriate or illegal behavior related to alcohol use will result in disciplinary action. Meredith students are expected to represent the College with dignity at all times. Students who choose to possess and consume alcohol are encouraged to do so responsibly and not in a manner that would disrupt the living community or endanger themselves or others.

Students shall not possess or consume intoxicants at any College-sponsored functions sponsored by Meredith students or any Meredith student organization. Students participating in any Meredith or Meredith-affiliated study abroad program are expected to follow the laws of the host country and host institution during any study abroad program.

Meredith believes it essential to the well-being of students to make every effort to maintain a campus environment free of such influences as illegal drugs. In view of this belief, the Board of Trustees has articulated the following policy related to illegal drugs. The policy simply stated is as follows: Meredith College students shall not illegally manufacture, possess, use, sell or deliver a controlled substance or counterfeit controlled substance or possess drug paraphernalia.

Meredith College Campus Police has primary responsibility for the enforcement of State underage drinking laws as well as the enforcement of Federal and State drug laws.

Paraphernalia, as defined by the North Carolina General Statutes [https://www.ncleg.net/EnactedLegislation/Statutes/HTML/ByArticle/Chapter\\_90/Article\\_5B.html](https://www.ncleg.net/EnactedLegislation/Statutes/HTML/ByArticle/Chapter_90/Article_5B.html), shall be considered possession of a drug. The abuse or misuse of any prescription drug by any student also is prohibited. Abuse and misuse of prescription drugs includes taking medication in ways other than prescribed, and/or providing or selling prescription drugs. The terms "controlled substance" and "counterfeit controlled substance" shall be defined in accordance with the definitions set out in the North Carolina General Statutes [https://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter\\_90/GS\\_90-95.html](https://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_90/GS_90-95.html)

Any student suspected of a violation of this policy is subject to a hearing by the Meredith College Honor Council. If found responsible, the student will receive sanctions – both punitive and educational. Depending upon the nature and severity of the violation, punitive sanctions may range from probation to suspension, delay of graduation, or



expulsion. In addition to a punitive sanction, appropriate educational and counseling sanctions will be levied. The violator may also be subject to North Carolina law. Drivers deemed by campus police to be impaired will not be allowed to operate vehicles on campus. The threshold of impairment is very low (any alcohol or controlled substance previously consumed remaining in the body) for persons under the age of twenty-one. Campus Police will send a report to the Dean of Students in the case of any student deemed to be driving while impaired. In the case of a resident student deemed to be driving while impaired, an immediate report will be made to the residence director on duty or the apartment manager.

### **Drug Free Schools and Communities Act**

In compliance with the Drug Free Schools and Communities Act, Meredith College publishes information regarding the University's educational programs related to drug and alcohol abuse prevention; sanctions for violations of federal, state, and local laws and Meredith College policy; a description of health risks associated with alcohol and other drug use; and a description of available treatment programs for MC students and employees. A complete description of these topics, as provided in the College's annual notification to students and employees, is available online:

[https://www.meredith.edu/assets/images/content/alcohol\\_pub\\_2019.pdf](https://www.meredith.edu/assets/images/content/alcohol_pub_2019.pdf)

### **Medical Amnesty Policy**

Student health and safety are of primary importance to the Meredith College community. The essence of the Medical Amnesty policy is that each individual has an ethical responsibility to help those in need. The Medical Amnesty policy encourages students to seek or request immediate medical assistance **for themselves or others** when there is concern about extreme intoxication, alcohol poisoning and/or sexual misconduct that threatens a student's health and safety. When a student requests medical assistance (for herself or another student) because she or another student has consumed too much alcohol, or is at risk of being a victim of sexual misconduct, **neither student will be subject to Honor Council action for the consumption.** This policy does not preclude Honor Council actions regarding other violations of College policies and does not protect the intoxicated students from actions taken by local, state or federal authorities.

When seeking immediate medical attention, contact 911 (or 9-911 from a campus phone), then call Campus Police at 919-760-8888 (or ext. 8888 from campus phone). First responders will assess the need for next steps in medical attention, treatment or hospitalization. Campus Police will report the name of the student needing medical attention and any students witnessing the incident to the Office of the Dean of Students for any follow-up deemed necessary by the College.

In lieu of disciplinary action and following the receipt of the report in the Office of the Dean of Students, the following procedures will be followed under the Medical Amnesty policy:

1. Any student listed in the Campus Police report will be required to meet with the Dean of Students to discuss the incident. The Dean of Students will contact each student to schedule a meeting within a few days of the incident.
2. Following the meeting with the Dean of Students, the student requiring medical attention must meet with the Director of the Counseling Center or a designee for an informal alcohol assessment. The student must complete the assessment and any resulting treatment recommendations by a deadline specified by the Dean of Students in consultation with the Director of the Counseling Center or a designee.
3. The student meeting with the Director of the Counseling Center will be required to sign a release allowing the Director of the Counseling Center or a designee to communicate with the Dean of Students. The release will be limited as to protect the student's confidentiality as much as possible. The student will be asked to give permission for the on-campus counselor to disclose whether or not the assessment and any resulting treatment recommendations have been completed.
4. Failure of a student to attend the follow-up meeting with the Dean of Students or complete the assessment or resulting treatment recommendations by the Counseling Center may result in a referral of the student to Honor Council for further action.

## **NORTH CAROLINA ALCOHOL RELATED OFFENSES**

### ***Underage Drinking***

It is illegal for anyone under 21 years of age to attempt to possess, purchase or attempted purchase of liquor. It is also illegal to lie about age to obtain alcohol and to carry a false identification card. The penalties include fines or possible imprisonment and court costs. By law, the local police department and Campus Police are required to notify parents or guardians of all underage-drinking violations.

The North Carolina General Statute is as follows:

§ 18B-302. Sale to or purchase by underage persons.

(a) Sale. - It shall be unlawful for any person to:

- (1) Sell malt beverages or unfortified wine to anyone less than 21 years old; or
- (2) Sell fortified wine, spirituous liquor, or mixed beverages to anyone less than 21 years old.

(a1) Give. - It shall be unlawful for any person to:

- (1) Give malt beverages or unfortified wine to anyone less than 21 years old; or
- (2) Give fortified wine, spirituous liquor, or mixed beverages to anyone less than 21 years old.

(b) Purchase, Possession, or Consumption - It shall be unlawful for:

- (1) A person less than 21 years old to purchase, to attempt to purchase, or to possess malt beverages or unfortified wine; or
- (2) A person less than 21 years old to purchase, to attempt to purchase, or to possess fortified wine, spirituous liquor, or mixed beverages; or
- (3) A person less than 21 years old to consume any alcoholic beverage.

(c) Aider and Abettor.

- (1) By Underage Person. - Any person who is under the lawful age to purchase and who aids or abets another in violation of subsection (a), (a1), or (b) of this section shall be guilty of a Class 2 misdemeanor.
- (2) By Person over Lawful Age. - Any person who is over the lawful age to purchase and who aids or abets another in violation of subsection (a), (a1), or (b) of this section shall be guilty of a Class 1 misdemeanor.

***Carrying False I.D.***

It is illegal for anyone under 21 to possess an identification card falsely identifying that person by name, age, date of birth, or photograph as being 21 or older to attempt to obtain liquor, malt, or brewed beverage by using the identification card of another or by using an identification card that has not been lawfully issued to or in the name of the person who possesses the card.

The North Carolina General Statute as follows:

§ 18B-302

(e) Fraudulent Use of Identification. - It shall be unlawful for any person to enter or attempt to enter a place where alcoholic beverages are sold or consumed, or to obtain or attempt to obtain alcoholic beverages, or to obtain or attempt to obtain permission to purchase alcoholic beverages, in violation of subsection (b) of this section, by using or attempting to use any of the following:

- (1) A fraudulent or altered driver's license.
- (2) A fraudulent or altered identification document other than a driver's license.
- (3) A driver's license issued to another person.
- (4) An identification document other than a driver's license issued to another person.
- (5) Any other form or means of identification that indicates or symbolizes that the person is not prohibited from purchasing or possessing alcoholic beverages under this section.

(f) Allowing Use of Identification. - It shall be unlawful for any person to permit the use of the person's driver's license or any other form of identification of any kind issued or given to the person by any other person who violates or attempts to violate subsection (b) of this section Public Intoxication It is illegal to appear in any public place manifestly under the influence of alcohol to the degree that you may endanger yourself or other persons or property, or annoy others in your vicinity. Public drunkenness is a crime when

a person appears in any public place manifestly under the influence of alcohol or a controlled substance to the degree that he may endanger himself or other persons or property, or annoy persons in his vicinity. Public drunkenness also leads to other behaviors and important health concerns. In some cases, public drunkenness contributes too many criminal mischiefs and disorderly conducts on campus. Persons must be responsible for their own actions and know their limits and tolerance levels before consuming alcohol.

### ***Public Intoxication and Disruptiveness***

The North Carolina General Statute is as follows:

§ 14-444. Intoxicated and disruptive in public.

(a) It shall be unlawful for any person in a public place to be intoxicated and disruptive in any of the following ways:

- (1) Blocking or otherwise interfering with traffic on a highway or public vehicular area, or
- (2) Blocking or lying across or otherwise preventing or interfering with access to or passage across a sidewalk or entrance to a building, or
- (3) Grabbing, shoving, pushing or fighting others or challenging others to fight, or
- (4) Cursing or shouting at or otherwise rudely insulting others, or
- (5) Begging for money or other property.

(b) Any person who violates this section shall be guilty of a Class 3 misdemeanor. Notwithstanding the provisions of G.S. 7A-273(1), a magistrate is not empowered to accept a guilty plea and enter judgment for this offense.

### ***Driving Under the Influence (DUI) & Refusing a Chemical Test***

In North Carolina, the illegal level for DUI is .08% Blood Alcohol Content (BAC). Also, drivers with any amount of a Schedule I, II, or III controlled substance not medically prescribed (or their metabolites) may not drive, operate, or be in actual physical control of a vehicle. Any person who drives a motor vehicle automatically gives consent to one or more chemical test (e.g. breath, blood, or urine). If a person refuses to submit to a chemical test: 1) the test will not be done; 2) the person's license will be suspended for one year; and 3) the person will most likely be charged with DUI.

The North Carolina General Statute is as follows:

§ 20-138.1. Impaired driving.

(a) Offense. - A person commits the offense of impaired driving if he drives any vehicle upon any highway, any street, or any public vehicular area within this State:

- (1) While under the influence of an impairing substance; or
- (2) After having consumed sufficient alcohol that he has, at any relevant time after the driving, an alcohol concentration of 0.08 or more. The results of a chemical analysis shall be deemed sufficient evidence to prove a person's alcohol concentration; or
- (3) With any amount of a Schedule I controlled substance, as listed in G.S. 90-89, or its metabolites in his blood or urine.

(a1) A person who has submitted to a chemical analysis of a blood sample, pursuant to G.S. 20-139.1(d), may use the result in rebuttal as evidence that the person did not have, at a relevant time after driving, an alcohol concentration of 0.08 or more.

## **Drugs**

### ***Illegal Substances (Drugs)***

It is a violation of state law and the college policy to illegally possess, use, distribute, manufacture, sell or be under the influence of other drugs. It is against College policy for students to possess illegal drugs or drug paraphernalia. Students who violate this policy will be referred to the Honor Council of Meredith College and/or Campus Police.

It is against residence hall policy for a student to be in a residential area (room, common area, common building, building entryway or quad area immediately adjacent to the residence halls) and in the presence of an illegal substance. Students who are in the presence of an illegal substance in these areas will be referred to the Honor Council and/or Campus Police. If a student is found to be in possession of illegal drugs or drug paraphernalia, the incident report will be sent to the Solicitor General of Honor Council, the Dean of Students, the Assistant Dean of Students/Honor Council Adviser, and the Vice President for College Programs. The incident will be referred to Honor Council for further action.

### ***Policies Specific to Faculty and Staff***

As a condition of the College employment, every employee shall abide by the terms of the Drug and Alcohol Policy. Any employee who violates this policy is subject to College sanctions, including dismissal, as well as criminal sanctions provided by federal, state or local law.

It is the policy of the College to encourage the earliest possible recognition and treatment of substance abuse problems. Employees with substance abuse problems who voluntarily seek help will be provided with assistance to be kept confidential if at all possible and disclosed only on a need-to-know basis. Those who do not voluntarily seek help will be subject to disciplinary action up to and including termination. By seeking such help, employees are not avoiding disciplinary action for violations of this policy that may have occurred in the past or may occur in the future. More information is available in the Office of Human Resources. The policy on drugs and alcohol can be at <https://www.meredith.edu/human-resources>.

### **DRUG RISKS AND CONSEQUENCES**

- Alcohol and other drug use during pregnancy increases risk of physical harms to fetus.
- Additional risks of harm may occur from toxic impurities present in street drugs.

- Additional risks of harm may occur from the use of prescription drugs in ways other than prescribed.
- Drugs taken by injection can increase the risk of infection (e.g. HIV, hepatitis, etc.) through needle contamination.
- For more information visit: [www.drugabuse.gov](http://www.drugabuse.gov) and <https://www.samhsa.gov/>  
**Drug and Alcohol Abuse Education Programs**

## **RESOURCES FOR STUDENTS**

The Deans of Students area (Counseling Center, Health Services, First Year Experience, Residence Life, Dean of Students and Assistant Dean of Students) coordinates a comprehensive alcohol and other drug prevention and education program at Meredith which provides campus-wide alcohol and other drug awareness and prevention programming designed to educate and empower students to make healthy choices related to alcohol and other drug use. Examples of this education and programming include a alcohol and drug prevention newsletter that is created by Counseling Center staff and sent out to all members of the campus community each fall semester; an article that is emailed out by the Dean of Students to all incoming new students regarding making health choices in reference to the use of alcohol; a required session in the fall semester for all first time freshman called Discovery that is focused on alcohol use and finding the courage to seek assistance for issues involving alcohol; programs held in the residence halls focused on healthy choices regarding alcohol and other drugs; programs presented by PEARLS (Peers Advocating Healthy LifeStyles), a peer health education group advised by Health Services. For more information contact, the Dean of Students at (919) 760-8521. Additional services offered are: individual counseling, off-campus referrals, and prevention/education programming.

## **RESOURCES FOR FACULTY AND STAFF**

Employee Assistance Program (EAP) services are offered at no cost through the College. Confidential counseling is available through Reliance Standard and ACI Specialty Benefits (855-775-4537) (855-RSL-HELP). A variety of resources are provided regarding substance abuse, grief and loss, job pressure, problems with children, depression and relationship/marital conflicts. If you need additional information, you may contact the Human Resources Office at 919-760-8898.

## **Missing Student Notification Policy**

Meredith College takes student safety very seriously. If a member of the College community has reason to believe that a Meredith student who resides in on-campus housing is missing, he or she should immediately notify Meredith College Campus Police at 919-760- 8888. Campus Police, in conjunction with College Programs staff (residence life staff, Dean of Students, etc.), will initiate an investigation which will include the following:

- Conduct a welfare check in the student's on-campus residence.
- Attempt to contact the missing student via her phone numbers on file in the Office of Residence Life and/or the Office of the Registrar.
- Call or speak in person with known contacts such as roommate, suitemates, apartment mates, and friends.
- Contact student employer, if known.
- Contact the student's professors to gather information about the student's recent class attendance.
- If the student has a vehicle, Campus Police will attempt to locate the vehicle on campus.

In the event a student under 18 years of age and not emancipated, Meredith College must notify a custodial parent or guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student. For all missing students, Meredith College will notify the local law enforcement agency within 24 hours of the determination that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing.

If the student cannot be located after reasonable efforts, the Dean of Students or the Chief of Campus Police will then contact the student's missing person contacts no later than 24 hours after the student has been determined to be missing. If a confidential missing person contact has been listed by the student and the student is over the age of 18, that person will be contacted. If the missing student is under the age of 18 and is not an emancipated individual, the Dean of Students or the Chief of Campus Police will notify the student's parents or legal guardians, in addition to notifying any additional contact person designated by the student. If the investigation indicates that a student is missing, Campus Police will file a Missing Person's Report with the Raleigh Police Department.

In addition to registering an emergency contact with the Office of Residence Life, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by Meredith College in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, the College will notify that person no later than 24 hours after the student is determined to be missing. Students who wish to identify a confidential contact may do so through adding the name and contact information on the emergency contact form completed by the student when moving into the on-campus residence, or by contacting the Office of Residence Life at 919-760- 8633. A student's confidential contact information will be registered confidentially and this information will be accessible only by authorized campus officials and law enforcement and that it may not be disclosed outside of a missing person investigation as appropriate.

Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, Meredith College will inform the Raleigh Police Department that the student is missing within 24 hours.

## External Communications

In case of a missing student, local law enforcement agencies may provide information to the media that is designed to obtain public assistance in the search for a missing student. In doing so, the local law enforcement agencies will consult with Meredith Department of Marketing. Any media request to the College will be directed to the Department of Marketing.

### **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, As Amended by the Violence against Women Reauthorization Act of 2013**

Meredith College is committed to providing a safe and positive living, learning and working environment. Members of the campus community are expected to treat others with integrity and respect and to take responsibility for their actions. Meredith College will not tolerate sexual misconduct including, but not limited to, non-consensual sexual intercourse, sexual assault, non-consensual sexual contact, sexual exploitation, sexual harassment, sexual coercion, relationship violence, which includes domestic violence and dating violence and stalking. Sexual misconduct can be committed by men or women, and it can occur between persons of the same or different gender. Acts of sexual misconduct are forms of sex discrimination prohibited by College policy and Title IX. Toward that end, Meredith College issues this statement of policy to inform the campus community of our programs to address domestic violence, dating violence, sexual assault and stalking as well as the procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a college official.

As a recipient of federal funds, Meredith College complies with Title IX of the Education Amendments of 1972. Title IX provides: "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity receiving Federal financial assistance."

**Scope and Jurisdiction:** This policy applies to all members of the Meredith College community, including anyone involved in a Meredith program or activity such as its students, employees, visitors, vendors, campus visitors, and independent contractors. All campus community members are responsible for their actions and behavior, whether the conduct in question occurs on campus or in another location. Members of the campus community have a responsibility to adhere to College policies and local, state and federal law.

This policy applies to conduct occurring on Meredith's campus or off campus in the context of Meredith College employment or educational activities or programs including study abroad and internship programs. Other off campus actions including on-line or electronic activities that have an adverse effect on campus or off campus Meredith



activities or programs may be subject to this policy. In determining whether the College has jurisdiction over off-campus conduct that is not a part of a College educational activity or program, the College will look at how serious the conduct is, the risk of harm, whether both parties involved are members of the College community, and whether the alleged action is part of a series of actions that occurred on and off campus. In situations in which both the complainant and the respondent are members of the Meredith College community, this policy will apply regardless of the location of the incident. In particular, off-campus conduct that is likely to have an actual or potential adverse impact on, or poses a threat or danger to, any member of the campus community or the College is within the scope of this policy.

Although there is no strict geographic limitation to the scope of this policy, sexual misconduct that is alleged to have occurred at a significant distance from the College may be more difficult to investigate. Complaints brought by those who are not members of the College community will be handled according to all procedures in this policy. Even when an action complained of is not within the scope of this policy, the College will offer resources to College community members to assist them. Individuals are encouraged to report misconduct regardless of where the incident occurred, or who committed it. Even if the College does not have jurisdiction over the respondent, the College will take prompt action to provide for the safety and well-being of the complainant and the broader campus community, to the extent possible.

**Reporting:** If you believe you or someone you know has experienced sexual assault, domestic violence, dating violence, and/or stalking, you should promptly report incidents to the Meredith Title IX Coordinator, Pam Galloway, Director of Human Resources, at [davisbam@meredith.edu](mailto:davisbam@meredith.edu) or at 919-760-8760. For incidents involving students, contact the Meredith Deputy Title IX Coordinator, Ann Gleason, Dean of Students, at [gleasona@meredith.edu](mailto:gleasona@meredith.edu) or at 919-760-8521. As soon as Meredith College employees (including faculty, staff and residence life staff members) become aware of an incident of sexual misconduct that occurred on or off campus that may jeopardize the safety or well-being of a member of the campus community, they must report this information to Pam Galloway, Title IX Coordinator, or to Ann Gleason, Dean of Students. No employee is authorized to investigate or resolve complaints of sexual misconduct without the involvement of the Title IX Coordinator or the Dean of Students. If you are unsure about what constitutes sexual misconduct at Meredith College, please contact the Title IX Coordinator or the Deputy Title IX Coordinator.

All persons are encouraged to make a report of any incident regardless of the location or time it occurred and to seek assistance from campus or community resources. The Title IX Coordinator or Deputy Title IX Coordinator will assess the incident at issue, any risk of harm to the parties or others including the broader campus community, any preferred course of action of the complainant, and any necessary and appropriate interim protective measures.

At the time of reporting, the complainant does not have to decide which particular process or option to pursue. The decision on how to proceed can occur over time.

Throughout that process, the College will provide resources and support regardless of what decision is made or if one has been made.

In accordance with Meredith College's medical amnesty policy, a student who reports sexual misconduct will not be subject to Honor Council or disciplinary proceedings for her/his own personal consumption or possession of alcohol at or near the time of the incident, provided that actions did not place the health or safety of any other person at risk or violate additional College policies.

### **Involvement of Law Enforcement and Campus Authorities**

Instances of sexual misconduct may violate both the College's sexual misconduct policy and the law. Meredith College strongly encourages complainants to pursue their complaints through both the Meredith College reporting process for sexual misconduct and through the criminal justice system. Campus Police at Meredith College may be reached at 919-760-8888 to report incidents of domestic violence, dating violence, sexual assault, and stalking as well to provide information about the off-campus criminal reporting process. The off-campus criminal investigation is independent from any investigation that is reported to Meredith College officials under this policy.

Furthermore, victims have the right to decline to notify law enforcement. However, the Meredith College Title IX Coordinator, Pamela Davis Galloway, 919-760-8760 or Dean of Students, Ann Gleason, 919-760-8521 will assist any victim with notifying law enforcement if the victim so desires. Raleigh Police Department may also be reached directly by calling 919-996-3335, in person at 6716 Six Forks Road, Raleigh, NC 27615. Additional information about the Raleigh Police department may be found online at: <https://www.raleighnc.gov/safety/content/Departments/Articles/Police.html>

Regardless of whether a complainant decides to pursue a criminal investigation, Meredith College will take immediate steps to investigate the complaint, protect the complainant, and to ensure safety of the campus community. If a criminal complaint is filed in addition to a complaint reported to Meredith College, the College will continue implementing its procedures and protections regardless of the timeline or outcome of the criminal procedures.

Upon request of the complainant, sexual misconduct committed by a student from another campus can be referred by the Dean of Students or Campus Police to that student's campus for judicial action.

Anonymous reports of sexual misconduct may also be submitted online on the form located on the College's Title IX web page at [www.meredith.edu/title-ix](http://www.meredith.edu/title-ix).

In addition to reporting to on-campus resources and off-campus law enforcement officials, a complainant also has the option of filing a complaint at any time with the United States Department of Education (Office of Civil Rights). The Office of Civil Rights for North Carolina is located at U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202-1475; telephone: 202-453-6020; email: OCR.DC@ed.gov.

**Confidential Resources:** While all persons receiving a report of sexual misconduct understand the desire to keep information confidential, maintaining confidentiality is not always possible. The only individuals at Meredith College permitted to maintain confidentiality, except with the individual's express permission, are licensed counselors in the Counseling Center (919-760-8427), the campus Chaplain (919-760-8346), and the medical and nursing staff in Meredith College Health Services (919-760-8535) (unless there is a continuing threat of serious harm to the patient or client or there is a legal obligation to reveal the information such as harm to a minor). These resources may be consulted at any time, including prior to making an official report to the College or to off-campus law enforcement officials.

To the extent possible, the College will respect an individual's request for confidentiality; however, the request for confidentiality will be weighed against the College's obligation to act on information it has received in order to provide a safe campus environment. Victims may request that directory information on file with the College be withheld by request by contacting the Registrar's Office on campus.

Regardless of whether a victim has opted-out of allowing the College to share "directory information," personally identifiable information about the victim and other necessary parties will be treated as confidential and only shared with persons who have a specific need-to-know, i.e., those who are investigating/adjudicating the report or those involved in providing support services to the victim, including accommodations and protective measures. By only sharing personally identifiable information with individuals on a need-to-know basis, the college will maintain as confidential, any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the college to provide the accommodations or protective measures.

The College does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Furthermore, if a Timely Warning Notice is issued on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld.

**Privacy:** In addressing any report under the Policy, the College will make every effort to respect privacy interests of all persons involved while assessing the allegation and taking any steps to prevent the conduct, prevent its recurrence, and address its effects. Confidential resources are able to share information only with the individual's express permission. All other employees will share information on a "need to know" basis to investigate and resolve matters. Parents will usually not be contacted unless the party is a minor and permitted by FERPA, a FERPA waiver is obtained, there is a threat to a minor, or if there is express permission. The Title IX Coordinator maintains reports of incidents to track systemic issues in order to address them.

**Clery Act and Timely Warning:** At any time that a serious or continuing threat to students or employees exists, the College will issue timely notification and warning to

the campus community. This notification required by the Clery Act will not include identifying information about the reporting party. Pursuant to the Clery Act and the Violence against Women Act, anonymous statistics regarding reported criminal incidents must be shared with the Campus Police department for inclusion in the daily crime log and in the College's Annual Security Report. This information will include anonymous aggregate data.

### **Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs**

**Assistance and support:** Meredith College recognizes the importance of assisting a member of the Meredith College community who is impacted by sexual violence. In this respect, several College departments coordinate efforts to offer services. Meredith College strongly urges anyone who has been impacted by sexual violence to:

**Seek immediate medical assistance:** After an incident of sexual assault, dating violence or domestic violence, the victim should consider seeking medical attention as soon as possible. If you are in Wake County, contact the Solace Center as soon as possible to receive a forensic evidence exam by a trained Sexual Assault Nurse Examiner (within 120 hours or five days of the assault). This exam is free, and a Raleigh Police officer will respond to begin an investigation. Forensic evidence may assist a complainant in pursuit of a criminal investigation. If the complainant is unsure about pressing charges, she can receive an anonymous exam, giving the complainant up to one year to decide about next steps in the criminal justice process. If outside of Wake County, complainants are encouraged to go to the nearest emergency room. If you have injuries that require immediate medical attention, beyond the injuries sustained through sexual assault, go to the nearest emergency room.

It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infections. Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to College adjudicators/investigators or police.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with Campus Police or other law enforcement to preserve evidence in the event that the victim decides to report the incident to law enforcement or the College at a later date to assist in proving that the alleged criminal offense occurred or that may be helpful in obtaining a protection order.

Immediate resources for support and response: Meredith College Campus Police, 919-760-8888; Solace Center, 919-828-3067; Interacts 24-hour Rape Crisis Line, 919-828-3005; Meredith College Health Services, 919-760-8535.

**Seek on-campus crisis support:** Call the Meredith College counselor on call through Campus Police at 919-760-8888. For confidential on-campus counseling, resources and information, contact the Counseling Center, Chaplain, or Health Services. These offices guarantee confidentiality.

**Gather information** about filing a complaint, campus policies, rights, reporting and resources: Contact the Title IX Coordinator, Pam Galloway, 919-760-8760 or Dean of Students Ann Gleason, 919-760-8521.

### **Procedures the College Will Follow When a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking is Reported**

The College has procedures in place that serve to be sensitive to victims who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party, such as changes to housing, academic, protective orders, transportation and working situations, if reasonably available. The College will make such accommodations or protective measures, if the victim requests them and if they are reasonable available, regardless of whether the victim chooses to report the crime to the Campus Police or local law enforcement. Students and employees should contact the Title IX Coordinator, Pam Galloway, 919-760-8760 or Dean of Students Ann Gleason, 919-760-8521 who handle these accommodations at Meredith College.

### **Rights of Victims and the Institution's Responsibilities for Orders of Protection, "No Contact" Orders, Restraining Orders, or Similar Lawful Orders Issued by a Criminal, Civil, or Tribal Court or by the College**

Meredith College complies with the State of North Carolina law in recognizing orders of protection, domestic violence protective order (also known as a 50B order), a civil no contact orders (also known as a 50C order), and restraining orders. If a victim reports to law enforcement, the agency may assist them in obtaining a no-contact/restraining order from a criminal court. Meredith College is committed to ensuring that any such order is fully upheld on our campus. Meredith College is also committed to protecting victims from any further harm and the college may issue a trespass warning barring the suspect from entering the grounds of the campus or attending any Meredith sponsored event. The College cannot apply for a legal order of protection, no contact order or restraining order for a victim from the applicable jurisdiction(s).

The College may issue an institutional no contact order if deemed appropriate or at the request of the victim or accused. If the College receives a report that such an institutional no contact order has been violated, the College will initiate disciplinary

proceedings appropriate to the status of the accused (student, employee, etc.) and will impose sanctions if the accused is found responsible for violating the no contact order.

### **Interim protective actions**

When the College receives a report under this policy, the Title IX coordinator and other appropriate College personnel will take reasonable and appropriate interim protective measures necessary to protect the safety of the parties or witnesses involved. These interim or temporary options or actions ensure the safety of all individuals involved and the fairness of the investigation process; they are not decisions about responsibility and may be changed as additional information is gathered.

At the victim's request, and to the extent of the victim's cooperation and consent, College offices will work cooperatively to assist the victim in obtaining accommodations. If reasonably available, a victim may be offered changes to academic, living, working, protective measures or transportation situations regardless of whether the victim chooses to report the crime to campus police or local law enforcement. Examples of options for a potential change to the academic situation may be to transfer to a different section of a class, withdraw and take a class at another time if there is no option for moving to a different section, etc. Potential changes to living situations may include moving to a different room or residence hall. Possible changes to work situations may include changing working hours. Possible changes in transportation may include having the student or employee park in a different location, assisting the student or employee with a safety escort, etc.

To request changes to academic, living, transportation and/or working situations or protective measures, a victim should contact the Title IX Coordinator, Pam Galloway, 919-760-8760 or Dean of Students Ann Gleason, 919-760-8521 who handle these accommodations for the college.

### **Federal Clery Act Definitions of Domestic Violence, Dating Violence, Sexual Assault and Stalking**

The Clery Act defines the crimes of domestic violence, dating violence, sexual assault and stalking as follows:

- **Domestic Violence:**
  - i. Felony or misdemeanor crime of violence committed—
    1. By a current or former spouse or intimate partner of the victim;
    2. By a person with whom the victim shares a child in common;
    3. By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
    4. 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
    5. 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.
  - ii. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

- **Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.
  - i. The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
  - ii. For the purposes of this definition—
    1. Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
    2. Dating violence does not include acts covered under the definition of domestic violence.
  - iii. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.
  
- **Sexual Assault** An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim if incapable of giving consent."
  - **Rape** is defined as the 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.
  - **Fondling** is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
  - **Incest** is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
  - **Statutory Rape** is defined as sexual intercourse with a person who is under the statutory age of consent.
  
- **Stalking:**
  - i. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
    - A. Fear for the person's safety or the safety of others; or
    - B. Suffer substantial emotional distress.
  - ii. For the purposes of this definition—
    - A. *Course of conduct* means two or more acts, including, but not limited to, acts 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.
- iii. For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

## **Meredith College Institutional Definitions**

**Awareness programs:** Any community-wide or audience specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration.

**Bystanders:** Persons who observe possible sexual misconduct and have the opportunity to intervene. Bystanders may report possible sexual misconduct (see "Reporting") and faculty and staff who observe sexual misconduct are required to report.

**Bystander intervention:** 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.

**Complainant:** The individual who has experienced alleged sexual misconduct.

**Confidential resources:** Individuals permitted to guarantee confidentiality. Included are licensed counselors in the Counseling Center (919-760-8427), the campus Chaplain (919-760-8346), and the medical and nursing staff in Meredith College Health Services (919-760-8535).

**Consent:** Words or actions that demonstrate a knowing or voluntary willingness to engage in mutually-agreed-upon sexual activity. Consent cannot be gained by force, by ignoring objections, or by taking advantage of another's incapacitation. Consent may not be inferred from silence or any other lack of active resistance. It may not be implied by attire or inferred from an individual by spending money on that individual (e.g., buying a meal on a date). Prior consent does not imply consent to future sexual acts. In addition, consent to one type of sexual act does not automatically imply consent to another type of sexual act. Once a person says "no," it does not matter if or what kind of sexual behavior has occurred at an earlier date in time. For example, if one individual says "no" and the other forces penetration, it is sexual misconduct. Consent to sexual activity may be withdrawn at any time, as long as the withdrawal of consent is communicated clearly; upon clear communication, all sexual activity must cease.

Consent may not be given by the following persons:

- Individuals who are mentally incapacitated at the time of the sexual contact in a manner that prevents him or her from understanding the nature or consequences of the sexual act involved;



- Individuals who are unconscious or otherwise physically helpless; and
- Minors.

Incapacitation is defined as the physical and/or mental inability to make informed, rational judgments that voids an individual's ability to give consent. Incapacitation may be caused by a permanent or temporary physical or mental impairment. Incapacitation may also result from the consumption of alcohol or the use of drugs.

The use of alcohol or drugs may, but does not automatically affect a person's ability to consent to sexual contact. The consumption of alcohol or drugs may create a mental incapacity if the nature and degree of the intoxication go beyond the stage of merely reduced inhibition and reach a point in which the complainant does not understand the nature and consequences of the sexual act. In such case, the person cannot consent.

A person violates the sexual misconduct policy if he or she has sexual contact with someone he or she knows or should know is mentally incapacitated or has reached the degree of intoxication that results in incapacitation. The test of whether an individual should know about another's incapacitation is whether a reasonable, sober person would know about the incapacitation. A respondent cannot rebut a sexual misconduct charge merely by arguing that he or she was drunk or otherwise impaired and, as a result did not know that the other person was incapacitated.

A person who is passed out or unconscious as a result of the consumption of alcohol or drugs is physically helpless and is not able to give consent.

**Ongoing prevention awareness campaigns:** Programs, initiatives, and strategies that are sustained over time and focus on increasing understanding topics of relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking.

**Proceeding:** All activities related to a non-criminal resolution of an institutional disciplinary complaint, including, but not limited to, fact-finding, investigations, formal or informal meetings, and hearings. It does not include communications and meetings between officials and victims concerning accommodations or protective measures to be provided to a victim.

**Respondent:** The individual who has been accused of committing sexual misconduct.

**Responsible employees:** Meredith College faculty and staff, including residence life professional and student staff who are not specifically designated as confidential resources.

**Result:** Any initial, interim, and final decision by any official or entity authorized to resolve disciplinary matters within the institution. The result must include any sanctions imposed by the institution.

**Risk reduction:** Options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

**North Carolina General Statute 14-27 defines rape and sexual assault as follows:**

**First Degree Rape** - a person is guilty of rape in the first degree if the person engages in vaginal intercourse:

1. With a victim who is a child under the age of 13 years and the defendant is at least 12 years old and is at least 4 years older than the victim;
2. With another person by force and against the will of the other person and; employs a dangerous or deadly weapon or an article which the other person reasonably believes to be a dangerous or deadly weapon; or inflicts serious personal injury upon the victim or another, by one or more other persons.

**Second Degree Rape** - a person is guilty of rape in the second degree if the person engages in vaginal intercourse with another person:

1. By force and against the will of the other person; or
2. Who is mentally defective, mentally incapacitated, or physically helpless, and the person performing the act knows or should reasonably know the other person is mentally, or physically helpless.

**First Degree Sexual Assault** - a person is guilty of a sexual offense in the first degree if the person engages in a sexual act:

1. With a victim who is a child under the age of 13 years and the defendant is at least 12 years old and is at least 4 years older than the victim
2. With another person by force and against the will of the other person, and (a) employs a dangerous or deadly weapon or an article which the other person reasonably believes to be a dangerous or deadly weapon, or (b) inflicts serious personal injury upon the victim or another, by one or more other persons, or (c) the person commits the offense aided and abetted by one or more other persons.

**Second Degree Sexual Assault** - a person is guilty of a sexual offense in the second degree if the person engages in a sexual act:

1. By force and against the will of the other person, or;
2. Who is mentally defective, mentally incapacitated, or physically helpless, and the person performing the act knows or should reasonably know the other person is mentally, or physically helpless.

**Statutory Rape** - a person is guilty of statutory rape if the person engages in vaginal intercourse or a sexual act with another person:

1. Who is 13, 14, or 15 years old and the defendant is at least six years older than the person except when the defendant is lawfully married to the person.

2. Who is 13, 14, or 15 years old and the defendant is more than four but less than six years older than the person except when the defendant is lawfully married to the person.

North Carolina General Statute 50B-1 defines domestic violence and dating violence as follows:

**Domestic violence** (a) Domestic violence means the commission of one or more of the following acts upon an aggrieved party or upon a minor child residing with or in the custody of the aggrieved party by a person with whom the aggrieved party has or has had a personal relationship, but does not include acts of self-defense:

(1) Attempting to cause bodily injury, or intentionally causing bodily injury; or  
(2) Placing the aggrieved party or a member of the aggrieved party's family or household in fear of imminent serious bodily injury or continued harassment, as defined in G.S. 14-277.3A, that rises to such a level as to inflict substantial emotional distress; or

(3) Committing any act defined in G.S. 14-27.2 through G.S. 14-27.7.

(b) For purposes of this section, the term "personal relationship" means a relationship wherein the parties involved:

- (1) Are current or former spouses;
- (2) Are persons of opposite sex who live together or have lived together;
- (3) Are related as parents and children, including others acting in loco parentis to a minor child, or as grandparents and grandchildren. For purposes of this subdivision, an aggrieved party may not obtain an order of protection against a child or grandchild under the age of 16;
- (4) Have a child in common;
- (5) Are current or former household members;

**Dating Violence** - Dating violence means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors: the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

1. Persons of the opposite sex who are in a dating relationship or have been in a dating relationship. For purposes of this subdivision, a dating relationship is one wherein the parties are romantically involved over time and on a continuous basis during the course of the relationship. A casual acquaintance or ordinary fraternization between persons in a business or social context is not a dating relationship.

**Sexual Violence** - Sexual violence is a severe form of sexual harassment and refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent. A number of different acts fall into the category of sexual violence, including rape, sexual assault, sexual exploitation, sexual abuse, relationship violence, stalking and sexual coercion.

NC General Statute 14-277 defines stalking as:

**Stalking** - A person is guilty of stalking if the person willfully, on more than one occasion, follows or is in the presence or otherwise harasses another person without legal purpose with the intent to:

1. Place the person in reasonable fear for that person's safety or for the safety of that person's immediate family or close personal associates or
2. Cause the person substantial emotional distress by placing the person in fear of death, bodily injury, or continued harassment and that in fact causes the person substantial emotional distress.

State of North Carolina and definitions of consent:

**Consent** - North Carolina does not have a state statute defining consent to sexual activity. North Carolina criminal law prohibits sexual acts that are by force and against the will of the other person or acts that are against people who are mentally disabled, mentally incapacitated, or physically helpless. In determining whether a person gave consent, the facts of the particular situation will be assessed. Physical resistance is not necessary to prove the lack of consent, nor is actual force. In North Carolina, consent is not submission due to fear, fright, coercion, or the realization that in the particular situation resistance is futile.

### **Prohibited Conduct:**

**Complicity:** Complicity is any act that knowingly aids, abets, facilitates, promotes or encourages the commission of prohibited conduct by another person.

**Non-consensual sexual contact:** Any sexual contact that occurs without consent. Examples of sexual contact include, but are not limited to, the intentional touching of a person's genitalia, groin, breast, or buttocks or the clothing covering any of those areas, or using force to cause the person to touch his/her own genitalia, groin, breast, or buttocks.

**Non-consensual sexual intercourse:** The act of sexual intercourse that occurs without consent. Sexual intercourse is defined by penetration (anal, oral, or vaginal) by a penis, tongue, finger, or inanimate object.

**Sexual exploitation:** Taking sexual advantage of another person without effective consent. This includes but is not limited to causing the incapacitation of another person for a sexual purpose; causing the prostitution of another person; electronically recording, photographing, or transmitting intimate or sexual utterances, sounds, or images of another person; allowing third parties to observe sexual acts; engaging in voyeurism; distributing intimate or sexual information about another person; and

knowingly transmitting a sexually transmitted infection, including HIV, to another person.

**Stalking:** Repeated contact or any other course of conduct directed at a person that is sufficiently serious enough to cause physical, emotional, or psychological fear or to create a hostile, intimidating or abusive environment for a reasonable person under similar circumstances and with similar identities. Contact includes but is not limited to unwanted communication (in person, by phone, or by computer), unwelcome gifts or flowers, following a person, and watching or remaining in the physical presence of the other person. Stalking may involve persons who know each other or strangers.

**Sexual Harassment** includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when 1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic success; 2) submission to or rejection of such conduct by an individual is used as the basis for employment or academic decisions affecting such individual; or 3) such conduct has the purpose or effect of substantially interfering with an individual's work or academic performance or creating an intimidating, hostile or offensive work or educational environment.

Sexual harassment includes threats or insinuations, either explicitly or implicitly, that an employee's refusal to subject to sexual advances will adversely affect the employee's employment, evaluation, wages, advancement, assigned duties, shifts or any other conditions of employment.

Sexual harassing conduct is also prohibited. Such conduct may include, but is not limited to, unwanted sexual flirtations, advances, or propositions; verbal abuse of a sexual nature; unwanted graphic verbal comments about an individual's body; the display in the workplace or educational environment of inappropriate and sexually suggestive objects, pictures, writing, language or drawings; or unwelcome touching or physical contact. Such conduct, whether committed by a person of the same or opposite sex, is prohibited whether or not it rises to the level that might constitute unlawful harassment.

**Gender-based Harassment:** Gender-based harassment is another form of sex-based harassment and refers to unwelcome conduct based on an individual's actual or perceived sex, including harassment based on gender identity or nonconformity with sex stereotypes, and not necessarily involving conduct of a sexual nature. All of these types of sex-based harassment are forms of sex discrimination prohibited by Title IX.

**Sexual coercion or intimidation:** Is an unreasonable amount of pressure or threat to engage in sexual activity. Coercion begins not when one makes a sexual advance, but when one realizes that the other person does not want to be convinced and she continues to push.

**Relationship Abuse and Violence:** Coercion, abuse or violence between partners in a personal, romantic or intimate relationship. This behavior can be physical, sexual, psychological, verbal and/or emotional. Incidents can occur between current or former intimate, romantic partners who have dated, lived together, or been married including spouses, partners, roommates, or even family members. Relationship abuse and violence can occur between persons of the same or different gender.

**Retaliation:** Retaliation is getting back at someone in words or actions for that person's participation in protected activity. Protected activity under this policy includes (i) an individual's good faith reporting of a complaint under the policy, participation in an investigation or hearing under the policy and (ii) an individual's opposition to practices that an individual reasonably believes are in violation of this policy. Retaliation is also a violation of this policy and subjects violators to prompt and appropriate discipline. Report any acts of retaliation to the Title IX Coordinator. The College will not tolerate retaliation against anyone under this policy, including the Title IX coordinators.

**Wrongful allegation:** It is a violation of this policy to bring a knowingly false complaint under this policy. However, failure to prove a claim of sexual misconduct does not alone constitute proof of a false and/or malicious accusation. Individuals who make frivolous or false reports shall not be deemed to be acting in good faith.

## **Education and Training Programs**

The College is committed to promoting awareness and increasing the prevention of conduct prohibited under this policy through education and training prevention programs. The Title IX Coordinator maintains information about educational and training programs for students, faculty and staff. Programs include an overview of this policy as well as key terms such as prohibited conduct under this policy, consent, positive and safe ways for bystanders to intervene, available resources on campus and off, and the influence of alcohol and illegal drug use. The College provides educational materials through a variety of outlets including online training, emails, new student orientation, annual updates/training for employees, and new employee orientation.

### ***Role of Title IX Coordinator/Deputy Title IX Coordinator***

The Coordinator will first ensure that the complainant is safe and that the campus community is protected. She may meet with the complainant of the reported sexual misconduct, known as the "complainant." The Coordinator is trained in college sexual misconduct and will provide information (in writing) and advice to the complainant. The following information is provided:

- A copy of the College's Sexual Misconduct policy including information about confidential resources, investigation process and grievance procedures, and the College's non-retaliation policy.
- Resources on campus and in community, including counseling support.

- Information about the person's right to pursue criminal action in addition to the College's procedures and actions.
- Possible alterations or other measures to assure the complainant's well-being, including no-contact orders, adjustments to work/living arrangements/classes.
- Description of the College's obligation to treat both the complainant and respondent fairly and to promptly investigate the reported sexual misconduct as deemed necessary.

### **Investigation Procedures**

If a decision is made by the Coordinator to initiate an investigation, the following actions will be taken:

- May interview complainant, respondent and witnesses.
- Relevant information and documents will be gathered. This information may include, but is not limited to, reviewing campus and community law enforcement investigation documents, if applicable; reviewing student and employee files; and gathering and examining other relevant documents and evidence. Such investigation may involve review of documents, statements and/or interviews of the complainant, the respondent and any witnesses whom the investigator determines may have relevant information. The respondent and the complainant will each have access to provide information to the investigator and will be provided full information about the allegation. In all instances, the process will be conducted in a manner that is consistent with the institution's policy and that is transparent to the accuser and the accused.
- In all instances, the process will be conducted in a manner that is consistent with the college's policy and that is transparent to the accuser and the accused.
- In all instances, the investigation will be prompt, fair and an impartial process from the initial investigation to the final resolution. The process will usually take no longer than thirty (30) days, unless extenuating circumstances necessitate a longer time frame. If an investigation cannot be completed in that time for good cause, the investigator will communicate in writing to the complainant and the respondent that the investigation will take longer and will advise when the investigation is anticipated to be complete.
- At the conclusion of the disciplinary proceeding, any initial, interim, and final decision of any disciplinary proceeding will be shared simultaneously in writing with the complainant and respondent.
- Where an appeal is permitted under the applicable policy, the accuser and the accused will be notified simultaneously in writing, of the procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding. When an appeal is filed, the accuser and the accused will be notified simultaneously in writing of any change to the result prior to the time that it becomes final as well as of the final result once the appeal is resolved.
- The accuser and the accused will have timely notice for meetings at which the accuser or accused, or both, may be present;
- The accuser, the accused and appropriate officials will have timely and equal access to any information that will be used during formal and informal disciplinary meeting and hearings;
- The Title IX Coordinator will determine whether or not a formal complaint is warranted.
- If a formal complaint is warranted, the matter will be handled in accordance with the grievance procedures outlined in this policy.

- At any time, a serious, imminent and continuing threat exists, Campus Police will be notified and an MC Alert message will be issued on campus to provide timely notification and warning to the campus community.

## **Grievance Procedures**

### **Informal Resolution**

A complainant who wishes to file a complaint of sexual misconduct at Meredith College but who does not wish to pursue a grievance hearing may request a less formal proceeding, referred to as the informal resolution process. The informal resolution process is not available for complaints of sexual violence, such as sexual assault, even on a voluntary basis. The informal resolution process is intended to resolve complaints quickly, efficiently, and to the mutual satisfaction of both parties. Both the complainant and the respondent must agree to participate in the informal mediation, and either party can end the mediation process at any time. The complainant has the right to bypass the informal resolution process and may elect to initiate the college Grievance Hearing Board process.

One form of informal resolution is mediation. In mediation, the Title IX Coordinator or Dean of Students may arrange a meeting between the two parties to facilitate discussion of the complaint. Mediation is designed to encourage each person to be honest and direct with the other and to accept personal responsibility where appropriate. Its goal is to facilitate the resolution of the incident to the satisfaction of both persons involved, and to reach an agreement that is binding on both parties. If the complainant and the respondent are satisfied with the outcome, the matter will be considered resolved. Any failure to comply with the terms of an informal resolution agreement may result in additional disciplinary action or a further allegation of sexual misconduct or harassment.

### **Formal Grievance Procedures**

As sexual misconduct is considered by the College to be a serious form of sexual harassment and a violation of the College's Harassment and Non-Discrimination Policy, all formal complaints of sexual misconduct (unless resolved through the informal resolution process), as warranted by the Title IX Coordinator or the Dean of Students (if students are involved), will be addressed through the College Grievance Hearing Panel. The complainant and the respondent will be granted the same rights and access to provide an equitable and fair process that provides the same opportunities to both parties.

Both the Complainant and Respondent have the following rights:

- Equal opportunity to present relevant witnesses and other evidence.
- Equal opportunity to have an advisor of their choice at any stage of the disciplinary proceedings.



A student may select an advisor from the current College community including a student, faculty or staff member who is currently employed or enrolled at Meredith College and who is not a witness in the matter. In matters alleging sexual misconduct, students may have an advisor of their choosing and are not restricted to an advisor from within the College community (current students, faculty or staff). The role of advisors is to assist and support the students they advise and may not actively participate in the hearings. The advisor's role is limited to quietly conferring with the advisor's advisee in writing or whispering, and advisors may not address any other participant or the hearing panel.

- Other than the parties, their advisors, hearing panel members, Title IX Coordinator or Dean of Students or their designees, and witnesses when testifying, no one else is permitted to be present in the hearing room, but may be seated outside the hearing room.
- Preponderance- of-the evidence (more likely than not) standard will be used in fact-finding and hearing procedures.
- Right to an appeal.
- Receive written notification of the outcomes of both the hearing board's decision and the appeal.

### **Representation on the College Grievance Hearing Panel**

The Title IX Coordinator will assemble the College Grievance Hearing Panel from the College Grievance Hearing Board pool of available members ensuring that no member has a known conflict of interest or bias for or against either party. The College Grievance Hearing Board pool includes members of Faculty Council, the Staff Affairs Committee, undergraduate students who serve as student representatives on the Honor Council, and one graduate student from each school with graduate programs. The Title IX Coordinator will select three (3) members of the Grievance Hearing Board pool and one alternate to serve on the Panel. The Panel should include individuals from each segment of the campus community represented by the concerned parties. For example, if the complaint is from a student against a faculty member, the Panel shall include students and faculty or staff if possible. If the hearing involves only faculty and staff members as complainant and respondent, the hearing board will consist only of faculty and staff if possible. The complainant and respondent will be given the list of panel members 5 business days in advance of the hearing. If either party objects to a panelist because of a conflict of interest, the Title IX Coordinator will consider the grounds for the conflict of interest and may select another panel member. The chair will be designated by the Title IX Coordinator. The complainant and responded may not contact panel members or discuss the case with them prior to the hearing. The Title IX Coordinator and/or the Deputy Title IX Coordinator (or a Title IX designee) will be available to provide technical assistance on procedural and policy matters. The Grievance Hearing Panel will receive training on grievance procedures, sexual misconduct information/sensitivity and Panel members responsibilities prior to the hearing date and are not eligible to serve unless they attend the training.

## **Grievance Board Review Process**

The Board will review the complaint and all information provided, carefully examine any policies involved, and may take statements or call witnesses to evaluate the complaint. Evidence and a list of witnesses who will be called will be distributed to both parties in advance of the hearing. Both parties should submit lists of potential witnesses to the Title IX Coordinator one week prior to the hearing. The complainant and respondent may also submit written statements to the hearing panel in advance of the hearing and both parties shall have a maximum of ten minutes to present relevant facts during oral opening statements at the hearing. Both parties may propose questions of witnesses to be considered through the Board. The complainant and the respondent will not be permitted to ask questions directly of each other; questions submitted to the Chair will be reviewed for relevance related to the hearing. The rules of evidence do not apply. The complainant and the respondent may each elect to be present in the hearing room during the proceedings. If either party requests not to be physically present during some or all of the proceedings, arrangements will be made by the Title IX Coordinator or Dean of Students to allow for both parties to participate in the hearing while not being required to physically be in the same hearing room.

Issues regarding admission of evidence or testimony, including relevancy and reliability, will be determined by the Chair in consultation with the Title IX Coordinator. Irrelevant sexual history or other behavior may not be discussed during the hearing. The parties and all witnesses are expected to provide honest information and statements. The Chair shall determine at its discretion the management of the hearing, and the relevance of information. Behavior that disrupts the hearing process will not be permitted and the Chair and the Title IX Coordinator will address parties, witnesses or advisors as necessary.

Both parties have the option of having another member of the Meredith community (current student, faculty or staff), not otherwise involved in the matter or serving as a witness, to be present as an advisor or supporter. The complainant and the respondent, along with designated advisers, may be present during the hearing with the exception of the deliberation portion of the hearing.

The basis for a decision by the Board will be based on a preponderance-of-the-evidence standard (more likely than not), with the simple majority decision of the Board.

The Board may find that prohibited misconduct has occurred or that it has not. When a finding of misconduct has occurred, a recommendation of remedy including sanction will be determined. Sanctions for a finding of responsibility depend upon the nature and gravity of the misconduct. Meredith College reserves the right to provide sanctions that may include, but are not limited to: warning, reprimand, probation, delay of graduation (for student), suspension, expulsion, use of on-campus or off-campus resources, termination (of employee), and restitution. Recommendations of termination of faculty members will be submitted to the Provost for review and further action through the Procedure for Dismissal of Faculty as outlined in the *Meredith College Employee*

*Handbook.* The chair will prepare a written report within five (5) business days with findings and recommendations to be submitted to the Title IX Coordinator or the Dean of Students. The Title IX Coordinator or the Dean of Students will deliver a written notification of the Board's decision and any sanctions to the respondent and the complainant.

### **Standard of proof**

The basis for a decision will be based on a preponderance-of-the-evidence standard (more likely than not). This means that in order to find the respondent responsible, the Board must find, based on the evidence presented at the hearing, that it is more likely than not that the respondent is responsible for the violation.

### **Procedures for Appeal of a Grievance Hearing Panel Decision**

The Complainant or the respondent may appeal the Board's decision, subject to the scope of a review and confined to these questions: 1) whether there is evidence in the record to support the decision and/or sanctions based on the preponderance of the evidence standard; 2) whether the hearing was free of substantial error prejudicial to the appellant under the prescribed procedures; and/or 3) whether the sanction imposed is appropriate to the violation. Appeals must be submitted in writing to the Title IX Coordinator within five (5) business days.

Appeals of the College Grievance Hearing Board decision shall be heard by the appropriate vice president (or President when the employee reports directly to the President.) The Vice President for College Programs will hear the appeal if the respondent and complainant included only students. If the hearing included both students and faculty or staff members, the appeal shall be heard jointly by the Vice President for College Programs and the vice president for the division in which the faculty or staff member is employed. The vice president(s), at his or her discretion, may seek the advice and counsel of the Grievance Appeal Advisory Committee which shall consist of two members of the Grievance Hearing Board pool who were not involved in the original hearing. The Title IX Coordinator and/or Dean of Students will also serve as a non-voting member of the Grievance Appeal Advisory Committee. Decisions will be made within ten (10) business days. In the event of extenuating circumstances that prevent a decision to be made within this timeframe, both parties will be notified in writing of the anticipated date of the decision.

In considering the appeal, the vice president shall consider only what is included in the hearing records; no new evidence may be permitted. The vice president will send a written notification of the decision to both the complainant and the respondent. The decision of the vice president is final.

## **Description of sexual violence prevention and awareness programs/activities on campus:**

The Title IX Coordinators present information during training sessions for all employees at Meredith during faculty/staff planning week each August and provide ongoing training and consultation as needed. The Coordinators meet with campus departments, by request, to provide additional training or to work through case studies. The Coordinators also provide Title IX training to residence life staff, including Residence Directors and Resident Assistants. Employees receive an info sheet to use as a reference entitled "Sexual Misconduct and Title IX: Information for Meredith Faculty and Staff about Title IX Rights, Responsibilities and Resources." Employees also receive teal blue magnets that list the Title IX web page for Meredith and employees are encouraged to post these in visible locations on campus so that campus community members may be aware of the web site.

The Deputy Title IX Coordinator/Dean of Students partners with the Directors of Health Services and the Counseling Center to provide information to new Meredith students about the characteristics of healthy and unhealthy relationships, definitions of sexual violence and both the jurisdictional definition of consent, as well as the institution's definition and the purposes for which the definition is used, how to report incidents of sexual violence (including an anonymous reporting form), who serves as confidential and other resources on campus, and the role/obligation of responsible employees on campus to report student disclosures of sexual violence. The presentation to new students also includes the range of interim actions that are available to a student who experiences sexual violence and the range of sanctions that may be possible for a perpetrator. Students are provided information about the opportunity to report incidents to law enforcement, on and off campus, as well as to seek off-campus resources, such as from Interact/Solace Center, a local non-profit that support persons who have experienced sexual or interpersonal violence. The presentation also includes information about grievance procedures through the College Grievance Board and the right of both parties to have advisors present, including attorneys.

In addition to the detailed information about the College's Sexual Misconduct Policy and procedures, presenters introduce strategies in being an effective bystander; including showing a clip from a video that demonstrates an effective non-confrontational strategy to use. Students are also given a teal blue magnet with Meredith's Title IX web site and a copy of the student version of the handout entitled "Sexual Misconduct and Title IX: Information for Meredith Students About Title IX Rights and Resources."

In addition to these annual presentations, the Title IX Coordinators offer additional presentations/workshops about the campus sexual misconduct policy, open to all campus community members.

First year students are required to attend a Discovery session held in the fall semester that focuses on bystander intervention strategies, planned and facilitated by PEARLS peer educators. This session also reviews some of the information and resources

provided by the campus related to Title IX/sexual misconduct and situations involving alcohol/making healthy choices.

Multiple resources regarding Title IX and the College's Sexual Misconduct Policy are included on the College's Title IX web page at [www.meredith.edu/title-ix](http://www.meredith.edu/title-ix). This site includes information about on-campus and off-campus resources for those impacted by sexual violence and additional info about confidential resources on campus. Links to the College's Sexual Misconduct Policy, effective bystander strategies, how to report to the Title IX Coordinators or through an anonymous report form are included on the site. Also included are the most recent versions of the handouts that are available for students and employees and the PowerPoint presentation that was presented at the faculty/staff update session.

Posters are updated and posted on campus each August that outlined Title IX confidential resources at Meredith and how one could report complaints of sexual violence at Meredith. The poster included contact information for the Title IX Coordinators, Counseling Center, Campus Chaplain, Health Services, and Campus Police. The poster also included the web site for the Title IX resource page at Meredith College.

An advisory committee was created in August 2015 to advise the Title IX Coordinators about comprehensive training and awareness campaigns for campus community members related to Title IX/sexual violence prevention and response. The committee meets each year and generate ideas for raising awareness on campus.

Campus community members are invited to attend the statewide conference each December sponsored by the Chrysalis Network and focused on the topic of ending campus sexual violence. A number of faculty and staff attended the December 2019 conference, held at North Carolina State University.

The Counseling Center partnered with the Dean of Students office to provide an informational workshop on Title IX to students as well as a workshop on healthy relationships, including how to communicate consent and set boundaries, in August 2019. In October, the Counseling Center provided a workshop on how to support survivors of sexual assault.

The Counseling Center partnered with Sisters United, PEARLS, WINGS, Health Services, Dean of Students, Chaplain's Office and InterAct of Wake County to plan and sponsor Sexual Assault Awareness Week in April 2019. An information table in Cate Center and awareness ribbons at various locations across campus educated students and raised awareness on sexual assault prevention and how to support a survivor. Other events included a panel discussion of the #MeToo movement and sharing of stories, a film about the impact social media can have on survivors of sexual assault, and a workshop with a speaker from InterAct of Wake County, a local organization that supports survivors of sexual assault and provides education and advocacy for the prevention of sexual assault.

## On and Off Campus Services for Victims

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Meredith College will provide written notification to students and employees about existing assistance with and/or information about obtaining resources and services including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and assistance in notifying appropriate local law enforcement. These resources include the following:

### On Campus Safety Resources

Campus Police	919-760-8888
Residence Director on Duty	919-612-6350
Counseling Center	919-760-8427
Health Services	919-760-8535
Coordinator/Human Resources	919-760-8760
Athletics	919-760-8205
Residence Life Office	919-760-8633
Chaplain	919-760-8347
Student Leadership and Service	919-760-8338
Career Planning	919-760-8522
Dean of Students/Deputy Title IX Coordinator	919-760-8521
Diversity, Equity, and Inclusion Office	919-760-8068

### Off Campus Resources

Interact Crisis Line (24-hour crisis line)	919-828-3067
Rex Hospital	919-784-3100
Solace Center on Oberlin Road	919-828-3067
Interact (for non-crisis)	919-828-7501
Wake County Crisis and Assessment Ctr.	984-974-4830
Holly Hill Hospital	919-250-7000
Wake County Mental Health	919-250-3133
Legal Aid of NC/Wake County	919-856-2564

North Carolina Coalition Against Domestic Viol.	919-956-9124
Durham Crisis Response Center	919-403-6562
LoveISRespect.org	1-866-331-9474

## **Risk Reduction**

No victim is EVER to blame for being assaulted or abused. Unfortunately, studies show that a person who is the victim of sexual or dating violence is more likely to be revictimized. Below are some tips to help reduce your risk, to recognize warnings signs of abusive behavior and how to reduce the risk of a potential attack.

### **Warning Signs of Abusive Behavior**

Domestic and dating abuse often escalates from threats and verbal abuse to violence. While physical injury may be the most obvious danger, the emotional and psychological consequences of domestic and dating violence are also severe. Warning signs of dating and domestic violence include:

- Being afraid of your partner.
- Constantly watching what you say to avoid a “blow up.”
- Feelings of low self-worth and helplessness about your relationship.
- Feeling isolated from family or friends because of your relationship.
- Hiding bruises or other injuries from family or friends.
- Being prevented from working, studying, going home, and/or using technology (including your cell phone.)
- Being monitored by your partner at home, work or school.
- Being forced to do things you do not want to do.

### **Help Reduce Your Risk and Avoid Potential Attacks**

If you are being abused or suspect that someone you know is being abused, speak up or intervene.

- Get help by contacting the Counseling Center or Health Center for support services
- Learn how to look for “red flags” in relationships so you can learn to avoid some of those characteristics in future partners
- Consider making a report with Campus Police and/or the Title IX Coordinator and ask for assistance in getting an order for protection from the courts to prevent future contact
- Learn more about what behaviors constitute dating and domestic violence, understand it is not your fault, and talk with friends and family members about ways you can be supported
- Trust your instincts—if something doesn’t feel right in a relationship, speak up or end it

## **Sexual Assault Prevention**

- Try not to leave your drink unattended
- Avoid group drinks like punch bowls
- Hold a cup with your hand over the top, or choose drinks that are contained in a bottle and keep your thumb over the nozzle
- If you feel extremely tired or drunk for no apparent reason, you may have been drugged. Find your friends and ask them to leave with you as soon as possible
- If you suspect you have been drugged, go to a hospital and ask to be tested
- Keep track of how many drinks you have had
- Try to come and leave with a group of people you trust
- Avoid giving out your personal information (phone number, where you live, etc.). If someone asks for your number, take his/her number instead of giving out yours

## **Traveling around campus (walking)**

- Make sure your cell phone is easily accessible and fully charged
- Be familiar with where emergency phones are installed on the campus
- Be aware of open buildings where you can use a phone
- Take major, public paths rather than less populated shortcuts
- Avoid dimly lit places and talk to campus services if you believe that lights need to be installed in an area
- Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone
- Walking back from the library very late at night is sometimes unavoidable, so try to walk with a friend
- Carry a noisemaker (like a whistle) on your keychain
- Carry a small flashlight on your keychain
- If walking feels unsafe, call Campus Police at 919-760-8888

## **How to Be an Active Bystander**

Bystanders play a critical role in the prevention of sexual and relationship violence. They are "individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it." We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list of some ways to be an active bystander. If you or someone else is in immediate danger, call Campus Police or dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

1. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
2. Speak up when someone discusses plans to take sexual advantage of another person.
3. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.



4. Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

## **Care Assessment Team**

In order to provide appropriate outreach, support and services for all Meredith students, a Care Assessment Team meets to discuss and address student situations as they arise (death in student's family, major student illness, student crises, etc.). Members of the Care Assessment Team may include the vice president for college programs, dean of students, an academic dean, chaplain, chief of campus police, director of the counseling center, director of health services, director of residence life and assistant dean of students.

Referrals to the Care Assessment Team may be directed to Ann Gleason, Dean of Students, at (919) 760-8521 or at [gleasona@meredith.edu](mailto:gleasona@meredith.edu).

For situations involving immediate danger to the campus community, please contact Campus Police at (919) 760-8888. Meredith believes it essential to the well-being of students to make every effort to maintain a campus environment free of influences such as illegal drugs. In view of this belief, the Board of Trustees has articulated the following policy related to illegal drugs. The policy simply stated is as follows: Meredith College students shall not illegally manufacture, possess, sell or deliver a controlled substance or counterfeit controlled substance or possess drug paraphernalia. The terms "controlled substance" and "counterfeit controlled substance" shall be defined in accordance with the definitions set out in the North Carolina General Statutes. Any student suspected of a violation of this policy is subject to a hearing by the Honor Council of Meredith College. If found responsible, the student will be suspended or expelled in accordance with the drug policy as enunciated by the Board of Trustees. The violator is also subject to North Carolina law. Paraphernalia that tests positive for any illegal substance shall be considered possession of a drug.

Drivers deemed by campus police to be impaired will not be allowed to operate vehicles on campus. The threshold of impairment is very low (any alcohol or controlled substance previously consumed remaining in the body) for persons under the age of twenty-one. Campus Police will send a report to the Dean of Students in the case of any student deemed to be driving while impaired. In the case of a resident student deemed to be driving while impaired, an immediate report will be made to the residence director on duty or the apartment manager.

## **Sex Offender Registry**

The North Carolina General Assembly created the North Carolina Sex Offender and Public Protection Registry in January 1996. This law outlines registration requirements for persons living in North Carolina, non-resident students and non-resident workers. The Registry serves as a resource to help protect and inform the public. A list of registered sex offenders is made available by the state authorities to the local law enforcement

agency (Raleigh Police Department) that has jurisdiction where the institution of higher education is located. The North Carolina Sex Offender Registry is found at <https://www.ncsbi.gov/Services/Sex-Offender-Registry>. The U.S. Department of Justice National Sex Offender website is found at [www.nsopw.gov](http://www.nsopw.gov) .

### **Notification to Victims of Crimes of Violence**

The College will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as the result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

## **Annual Fire Safety Report**

This annual report is submitted to meet the federal requirements of the Campus Fire Safety Right to Know Act, an amendment to the Higher Education Opportunity Act. It includes information about Meredith College fire safety policies and procedures as well as reported campus fire statistics.

### **FIRE SAFETY EDUCATION AND TRAINING PROGRAMS FOR STUDENTS, FACULTY, AND STAFF**

Meredith Campus Police and Facilities Services in coordination with Residence Life provide annual training to Residence Life staff. Topics addressed during this training include

- Fire prevention in residence halls
- What to do in the event of a fire
- How to report a fire or other emergency
- How residence hall fire safety systems operate

Residence Life coordinates additional fire safety training and education programs for residence hall students.

### **Fire Log**

Campus Police track fire alarms and fire calls, provide information pertaining to fires that have occurred in campus housing facilities. A fire log is available for public inspection that includes a listing of all fires that have occurred in an on-campus housing facility, including the nature, date, time, and general location of each fire. The log may be viewed at the Meredith College Police Department, 3800 Hillsborough Street, Raleigh, NC 27607.

### **Reporting a fire**

Any student, faculty, or staff member who suspects the possibility of a fire in a building (for example sees smoke but no flames, feels a very hot door or wall) should immediately contact the Campus Police at 919-760-8888. Reporting individuals must take precautions to ensure their own safety but should remain in the vicinity of the suspicious area to inform responders of their concerns. Any student, faculty, or staff member discovering an actual fire should immediately activate the fire alarm system, warn all persons in the immediate vicinity of the presence of the fire, check that there is no one in immediate danger, evacuate the building, assemble in the designated location area and notify the Campus Police at 919-760-8888.

### **During a fire drill:**

- Close windows.
- Turn off all lights except overhead.
- Close door when leaving.

- Walk rapidly (do not run) out of the building. The first person to reach the door should hold it open for others.
- When evacuating a residence hall, meet the Resident Assistant at the evacuation meeting place. If evacuating the apartment building, meet a staff person outside the building at the designated meeting point.
- Wait for the "all clear signal" from a person in authority to return.

Fire drills are held frequently for the safety of all students. Any student who does not leave the residence hall or apartment during a fire drill will be subject to a maximum penalty of \$50. Repeated failure to cooperate in the fire drill procedures will result in judicial action.

*Please Note: Students should be aware that it is against the law to activate a fire alarm when there is no fire. It is also against the law to tamper with fire safety equipment.*

## **Procedures Students and Employees Should Follow in Case of a Fire**

In the event of a fire, the College expects all campus community members will evacuate by the nearest exit, closing doors and activating the fire alarm system as they leave. Once safely outside the building, it is appropriate to contact the Campus Police. Students and staff are informed where to relocate if circumstances warrant at the time of the alarm. In the event a fire alarm sounds, College policy requires that all occupants must evacuate from the building. No training is provided to students or employees in firefighting or suppression activity; as this is inherently dangerous and each person's only duty is to exit safely and quickly, shutting doors along the exit path as they go to contain the spread of flames and smoke, and to activate the alarm as they exit. However, at no time is closing of doors or activating of the alarm to delay exit from the building.

### **Post fire contact information**

Listed below are non-emergency numbers to call to report fires that have already been extinguished in campus housing. These numbers are for reporting fires after-the-fact if you are unsure whether the Campus Police were made aware of the fire at the time of its occurrence. If you find evidence of a fire or hear about a fire, and are unsure whether the fire has been reported to the Campus Police, contact one of the following:

- Campus Police: 919-760-8888
- Facilities Service: 919-760-8560
- Events: 919-760-8533

## **Procedures for Student Housing Evacuation**

In case of a fire alarm, all residents must vacate the building until the situation is resolved. It is imperative that you cooperate in the evacuation of the residence hall and follow the instructions of college staff and the Campus Police.

### **If YOU discover the fire:**

- Activate the nearest alarm.
- Get out of the building immediately if fire is threatening.
- Alert Campus Police at 8888. Also, alert residence director for a residence hall fire or apartment manager for an apartment fire.
- If it is a small fire, use a fire extinguisher.
- If it is a large fire, exit the building.
- Before leaving a room, check the doorknob to see if it is hot. If hot, do not open; go to the window and wait for the firefighters to rescue. Do not try to jump or climb down. (With the door closed, you are not in immediate danger).
- If smoke is beginning to fill the hallway as you evacuate, grab something to help filter the smoke. If you get caught in heavy smoke, crawl to the nearest exit.
- If fire blocks your nearest exit, go immediately to the next closest exit.
- If evacuating a residence hall, meet the resident assistant at the evacuation meeting point; if evacuating the apartment building, meet a staff person outside the building at the designated meeting point.

### **Evacuation procedure for people with disabilities**

At the beginning of each semester, the office of Disability Services provides the Campus Police and Residence Life with a list of students with disabilities, who have self-identified as potentially needing assistance during an evacuation. Students are also instructed to share their evacuation plan with their faculty, coworkers, residence life staff, library workers and others, as appropriate. The Human Resource Department also maintains a list of college employees who self-identify a disability with the division. College employees and students are encouraged to communicate to Campus Police or Fire Department, as they exit, the location of any disabled person.

- If you are aware of individuals who are not able to evacuate independently, alert emergency personnel.
- If you are unable to evacuate the building, ask others near you to notify emergency personnel. Call Campus Police at 919-760-8888 or dial 911 to notify them of your location and need for evacuation. Wait for assistance.
- If you are on an upper level of the building and unable to evacuate, make your way to the safest stairwell and wait for emergency personnel. If the path is unsafe to get to the stairwell, report to a room with a window and signal for help. Call Campus Police at 919-760-8888 or dial 911 to notify them of your location and need for evacuation. Wait for assistance.

**DO NOT** return to an evacuated building until advised to do so by the fire department or Campus Police.

### **Building Evacuation Guidelines:**

Buildings will be evacuated when an alarm sounds continuously and/or upon notification by emergency officials. Be aware of people with disabilities in your area who might require assistance in an emergency evacuation. Be prepared to render assistance if necessary.

### **Residence Life Fire Safety**

#### ***Information for resident students regarding procedures during fire drills or real fires:***

#### **Residents Housing Association**

Coordinates the check of fire alarm equipment with the Director of Residence Life and Campus Police during the first week of school.

- Designates the date and time for the drill and announces it at the regular meeting of the Executive Board.
- Explains procedure to the residence hall presidents.
- Informs security and RD on duty prior to the fire drill.

#### **Residence Hall Presidents**

- Conduct fire procedures training for resident assistants, fire marshals, and residence directors.
- Locate fire alarms for the residence hall; know how to operate them and check to make sure they are working correctly (check with the Residents Housing Association Chair) Check fire extinguishers on each hall of the residence halls periodically to see that they are functional and date has not expired.
- Make sure resident assistants have chosen fire marshal suites.
- Inform the residence director of the date and time of the drill.
- Sound alarm at the designated time and move to designated evacuation meeting place.
- Receive reports from resident assistants.
- Relay any necessary information to residence directors, security and firefighters.
- In a fire drill, at the signal of the Residents Housing Association Chair, deactivate the alarm to signal the end of the drill.

#### **Fire Marshal**

Check rooms to make sure all students are out and make note of any locked doors.

- Knock on locked doors or closed doors.
- Close windows and turn off overhead lights in each room.
- Close doors to each room.
- Go directly to the resident assistant and report that all rooms are clear.

### **Resident Assistants**

- Move quickly to the evacuation meeting point.
- Receive reports from fire marshals and account for all students on the hall using hall roster.
- Report to the residence hall president evacuation times and problems (in real fire, i.e., the possibility of students still in building, etc.). Remain at the assigned position until instructed to return to the residence hall.

### **Residents Housing Association Chair**

Records the time of each residence hall's departure

- Receives reports from the residence hall presidents regarding evacuation after the fire drill.
- Keeps careful records of all fire drills and forwards copies of these records to the director of residence life.

### **Apartment Residents**

Students residing in on-campus apartments will receive specific fire safety information from the Oaks staff.

## **POLICY ON PORTABLE ELECTRICAL APPLIANCES, SMOKING, AND OPEN FLAMES IN STUDENT HOUSING FACILITIES**

### **Fire Safety Rules**

- Candles, incense, or any open flames are prohibited in the residence halls. No flammable chemicals are to be kept in residence halls.
- Electric holiday lights or decorative string lights (with the exception of battery-operated lights) may not be used anywhere in the residence halls. All decorations must be nonflammable or treated with fire retardant chemicals.
- Live holiday trees are not permitted.
- Metal trashcans are recommended.
- All hallways and exit ways are to be kept clear of obstructions with complete access to be available at all times. Students who leave items in the hall may be fined. "Welcome mats" are prohibited.
- Storage areas must be kept neat and contain no empty cardboard boxes.
- All students must exit the building immediately when fire drills are conducted.
- Smoking in any resident room or residence hall is prohibited.
- No tissue paper or other flammable materials may be placed on walls or doors except on designated bulletin boards.
- Posters and notices cannot be placed on exit doors, stairwell doors or walls. Use only hall bulletin boards and the bulletin boards that are provided for you on your door.
- Draperies must be made of fire-resistant material.
- Residents are not permitted to hang or affix any items to the ceiling.

- All types of extension cords are prohibited in the residence hall. Only UL-approved surge protector power strips with circuit breakers may be used. No electrical adapters of any kind may be used in the residence halls. All power strips need to be plugged into the wall. A power strip cannot be plugged into another power strip.
- Electrical appliances of any kind (i.e., hair dryer, curling iron, curlers) must be Underwriters' Laboratories (UL) approved. Students are expected to use all appliances with utmost safety.
- One single-cup coffee brewer is permitted per room.
- Electrical cooking appliances (deep fryers, blenders, toasters, toaster ovens, sandwich makers, indoor grills, etc.), sun lamps, personal microwave ovens and space heaters may not be used in the residence halls. Any cooking appliances found can be confiscated by the residence director and returned to the resident when she is able to take it home.
- Irons must be used in the designated area of each residence hall. Irons may be stored in resident rooms.
- No items can hang from sprinkler pipes or sprinkler heads.
- Refrigerators must meet college standards. One unit, maximum 4.5 cubic feet is permitted per room.
- Halogen and lava lamps of any kind are not allowed in the residence halls.
- Each residence hall room door is equipped with an automatic door closure for fire safety. These closures are not to be tampered with at any time. Dismantling the closure is considered tampering with fire equipment and will result in a \$50 fine. Each violation of these rules will result in a \$15 fine. A second violation of the same type will result in a \$25 fine.

## Fire Systems in Residential Halls

Residence Hall	Fire Extinguisher	Fire Alarm	Sprinkler System	Evacuation Placard	Smoke Detection	Fire Drills
Barefoot Hall	Yes	Yes	No	Yes	Yes	0
Brewer Hall	Yes	Yes	Yes	Yes	Yes	2
Faircloth Hall	Yes	Yes	Yes	Yes	Yes	2
Heilman Hall	Yes	Yes	No	Yes	Yes	2
Poteat Hall	Yes	Yes	No	Yes	Yes	2
Stringfield Hall	Yes	Yes	Yes	Yes	Yes	2
Vann Hall	Yes	Yes	Yes	Yes	Yes	2
Oaks Apartment	Yes	Yes	Yes	Yes	Yes	2

\* Barefoot Hall is not in use

\*\* 3800 Hillsborough Street, Raleigh, NC 27607-5298  
(All residence halls are on campus)



## Fire and Life Safety Education

A fire in a campus building can endanger lives and destroy property. Every member of the Meredith community is responsible for preventing and properly handling common fire hazards.

### Training Programs

All Resident Directors and Resident Assistants receive comprehensive fire training and fire extinguisher education at the start of the school year from the Raleigh Fire Department and Fess Fire Protection. Each on-campus student housing facility is equipped with portable fire extinguishers, posted evacuation maps, illuminated exit signs, emergency lighting, and fire rated egress corridors and stairwells. Faculty and staff receive training on request.

Meredith College continues to monitor trends related to residence hall fire incidents and alarms to provide a safe living environment for all students.

Plans for continuous improvements in fire safety systems (barring any unforeseen circumstances):

- All security officers undergo a day-long basic training course taught by the Raleigh Fire Department
- Development and installation of evacuation maps in all administrative and classroom locations
- Establish Fire Marshalls for each administrative and classroom building
- Emergency operations plans updated
- National Incident Management System training (NIMS)

## Fire Statistics

### 2022

Residence Hall	Number of fires	Cause of fire	Number of injuries	Number of deaths	Estimated property damage
Barefoot Hall	0	0	0	0	0
Brewer Hall	0	0	0	0	0
Faircloth Hall	0	0	0	0	0
Heilman Hall	0	0	0	0	0
Poteat Hall	0	0	0	0	0
Stringfield Hall	0	0	0	0	0
Vann Hall	0	0	0	0	0
Oaks Apartments	0	0	0	0	0

\* Barefoot Hall is not in use

\*\* 3800 Hillsborough Street, Raleigh, NC 27607-5298  
(All residence halls are on campus)

## 2021

Residence Hall	Number of fires	Cause of fire	Number of injuries	Number of deaths	Estimated property damage
Barefoot Hall	0	0	0	0	0
Brewer Hall	0	0	0	0	0
Faircloth Hall	0	0	0	0	0
Heilman Hall	0	0	0	0	0
Poteat Hall	0	0	0	0	0
Stringfield Hall	0	0	0	0	0
Vann Hall	0	0	0	0	0
Oaks Apartments	0	0	0	0	0

\* Barefoot Hall is not in use

\*\* 3800 Hillsborough Street, Raleigh, NC 27607-5298

(All residence halls are on campus)

## 2020

Residence Hall	Number of fires	Cause of fire	Number of injuries	Number of deaths	Estimated property damage
Barefoot Hall	0	0	0	0	0
Brewer Hall	0	0	0	0	0
Faircloth Hall	0	0	0	0	0
Heilman Hall	0	0	0	0	0
Poteat Hall	0	0	0	0	0
Stringfield Hall	0	0	0	0	0
Vann Hall	0	0	0	0	0
Oaks Apartments	0	0	0	0	0

\* Barefoot Hall is not in use

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(All residence halls are on campus)