

# PRESBYTERIAN COLLEGE

## ANNUAL SECURITY AND FIRE SAFETY REPORT



# 2022

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## **HISTORY OF PRESBYTERIAN COLLEGE**

Presbyterian College (otherwise known as PC) was founded in 1880 by Dr. William Plumer Jacobs. Dr. Jacobs arrived in Clinton, South Carolina in 1864, following the devastation of the Civil War, and he dreamed of building an orphanage in the area. In October of 1875, Thornwell Orphanage opened its doors to 10 orphaned children. Five years after establishing the orphanage, Dr. Jacobs was faced with another challenge; sending those children to a proper college to continue their education. The institution—first called Clinton College—was organized under the ownership and management of local Presbyterians. Clinton College was coeducational from the beginning and its founding purpose was to care for young men and women from the local area. After operating for the first 25 years under the sponsorship of the Clinton First Presbyterian Church, PC officially became the Presbyterian College of South Carolina in 1904 with the synod’s vote to assume ownership. By 1909, Presbyterian College offered a curriculum leading to a B.A. degree, post graduate work for the M.A., and a B.S. degree.

### **A MESSAGE FROM THE CHIEF**

The Presbyterian College Campus Police Department is honored to serve our students, faculty, staff and visitors. We are committed to maintaining a safe and secure campus, and our officers work hard to build relationships that foster mutual trust and respect. We also believe that we play an integral role in community education, teaching, training, and leading by example. This Annual Security and Fire Safety Report (ASFSR) aims to keep our community informed of important safety and security policies and procedures, and crime trends on campus.

While Presbyterian College is a very safe campus, it is important for our students, faculty, staff and visitors to take steps to avoid being a victim of crime. After reading our ASFSR, if you have any questions or would like to talk to an officer, please call 864-833-8301 or visit the Presbyterian Campus Police Department at 301 5<sup>th</sup> Ave. While the Campus Police Department is responsible for safety and security on campus, we cannot do it alone. To do our job, we depend on an ongoing partnership with the community. We strive for excellence and value your feedback. Please do not hesitate to share your suggestions for how we can improve our services.

Thank you,

Dr. Jack W. Moorman  
Interim Director of Safety & Risk Management / Campus Police

## **PREPARATION OF THE ANNUAL SECURITY REPORT AND DISCLOSURE OF CRIME STATISTICS**

The Campus Police Department, with assistance from the Presbyterian College Clery Compliance Committee, is responsible for preparing and disseminating the Annual Fire Safety and Security Report. Each year the College conducts an annual review of the Fire Safety and Security Report to ensure it is up to date and in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, or Clery Act. In addition to crime statistics generated by the Presbyterian Campus Police Department, the Campus Police also request crime statistics from other law enforcement agencies with jurisdiction on campus. These agencies include, but are not limited to, the South Carolina State Law Enforcement Division (SLED), and the Clinton Police Department.

Additionally, Clery Act crime statistics are obtained from campus security authorities in departments across campus, including Student Life, Office of Title IX, Human Resources, Housing, Athletics, and faculty and staff who have significant responsibility for student and campus activities. The Annual Security Report includes three years of statistical data regarding Clery Act crimes that occurred on campus, in certain off-campus buildings or property owned or controlled by Presbyterian College, and on public property within, or immediately adjacent to, and accessible from the campus. The report also includes institutional policies concerning campus security, such as policies concerning sexual assault, the reporting of crimes, and other matters. The Annual Security Report is distributed via e-mail to all employees and students of Presbyterian College by October 1st of each year. Printed copies of this report are available at the Campus Police Department, and digital copies can be found at the Campus Police website: <https://www.presby.edu/doc/police/CrimeReport.pdf>.

## **REPORTING CRIMES AND OTHER EMERGENCIES**

Students, employees, and visitors are encouraged to promptly report any crime, suspicious activity, or other public safety concern directly to the Campus Police. If an individual affected by a crime is unable to report, prompt reporting by a member of the community is encouraged. We recognize that being a victim of, or witness to a crime is stressful, but it is very important to remain calm and provide authorities with the most accurate information possible. By quickly notifying the Campus Police Department, officers will be able to respond promptly, investigate reports in a timely manner, conduct thorough and impartial investigations, assess security concerns, and alert the PC community if there is an immediate or continuing threat. Contacting the Presbyterian Campus Police Department is quick and easy, and can be done several ways:

- From any campus telephone, dial 8911.
- Off campus or cell phone dial (864-833-8911).
- From a mobile device using the RAVE Guardian App.
- Students, employees, or visitors experiencing an emergency on campus should call 911. In addition to reporting criminal incidents to the Campus Police Department, individuals may also report suspected crimes to the following:
  - Dean of Students – Laurens Hall (864-833-8275)
  - VP for Academic Affairs and Provost – Smith Admin Building (864-833-2007)
  - VP for Human Resources –Patrick Center (864-938-3722)

➤ Director of Athletics – Templeton Gym (864-833-8242)

Presbyterian College seeks to empower victims of crime by informing them of their options. Campus Security Authorities (CSA), upon receiving a crime report, will inform the victim that they may choose to have the offense adjudicated by the College's Title IX or Student Conduct process where applicable or investigated by the Campus Police Department, or another law enforcement agency with jurisdiction. Victims of crime also have the right to not report the crime to law enforcement. In all cases, crime reports made to any CSA are forwarded to the Campus Police for statistical purposes and inclusion in the Annual Security Report. The College will release information regarding the outcome of a disciplinary proceeding conducted against a student or employee who is the alleged perpetrator of a crime of violence or a non-forcible sex offense to the alleged victim (or to the next of kin if the victim is deceased) upon written request. This information is confidential, and is not generally released to any member of the public.

### **CONFIDENTIAL AND VOLUNTARY REPORTING**

Presbyterian College encourages the reporting of crimes that occur on campus. Individuals may report crimes directly to the Presbyterian Campus Police Department for investigation, or confidentially and voluntarily to any Campus Security Authority for statistical inclusion in the Annual Security Report. Campus community members can also report crimes confidentially using the RAVE Guardian App. These reports are received by the Presbyterian Campus Police Department for investigation and for statistical inclusion in the Annual Security Report.

Students may also meet with the College Counseling Center or the College Chaplains; however, pastoral and professional counselors may not be Campus Security Authorities, and therefore information shared with them is not sent to the Campus Police for statistical inclusion in the Annual Security Report. With the permission of the person seeking counseling, the counselor or chaplain is permitted to report Clery Act statistical data to the Presbyterian Campus Police Department for inclusion in the Annual Security Report. Counselors and Chaplains are encouraged to inform those that they are counseling that this is an option to them while maintaining their confidentiality.

### **POLICE RECORDS**

Presbyterian College complies with the Clery Act regarding statistical reporting and disclosures without the inclusion of personal identifying information about the victim. The Campus Police Department's police reports, files, policies, and other records are private, and not subject to requests for release filed pursuant to the Freedom of Information Act. Victims of crime and others who have reported traffic accidents or other incidents may request a report by contacting the Chief of Police. Law enforcement records are exempt from the Family Educational Rights and Privacy Act (FERPA). The exception applies to records that (1) are created by a law enforcement unit, (2) are created for law enforcement purposes and (3) are actually maintained by the law enforcement unit. All these elements must be present in order for law enforcement records to be exempt from FERPA restrictions.

## **ABOUT THE CAMPUS POLICE DEPARTMENT**

### **LAW ENFORCEMENT AUTHORITY AND JURISDICTION**

Presbyterian College maintains its own Police Department. All officers are state commissioned police officers and have attended the South Carolina Criminal Justice Academy. Some officers may be in training and waiting to be certified by the South Carolina Criminal Justice Academy. State law grants the Campus Police Officers full police powers, including the authority to make arrests on all College owned property and all public roadways adjacent to the College. The Campus Police Department is comprised of professional men and women whose purpose is to provide a safe environment in which students and employees can live, learn and work. The Campus Police work closely with local agencies, including the Clinton Police Department, the Laurens County Sheriff's Office, and SLED, all of whom have jurisdiction on the PC campus. There are currently formal memorandums of understanding with these departments, and the Campus Police regularly supplements its police force with members from these agencies. These officers have full police powers while they are working on campus. The Campus Police also supplements security needs with non-sworn security personnel who assist with special events and campus patrols. These personnel do not have police powers, and thus they have no jurisdiction on campus to take enforcement action.

### **STUDENT AND EMPLOYEE CAMPUS SECURITY PROGRAMS**

The Campus Police Department facilitates a number of training and educational programs intended to foster campus safety and security, and empower students and employees to take primary responsibility for their own security, and the security of others. Across the country, college campuses are typically much safer than their host communities. This is true of Presbyterian College as well. This is because members of our community look out for one another and report criminal and suspicious activity. This care for each other is important not only with regard to sexual violence reduction, where programs like bystander intervention have been shown to work, but in other ways, such as locking your room when you leave to protect your roommate's property as well as your own, and letting friends know where you are going and who you will be with when going out. Simple steps to protect yourself and your community have far-reaching benefits. Some of the programs that teach and encourage safe behavior include:

#### **1. FRESHMEN ORIENTATION**

All new students attend a required orientation where the Campus Police Department presents a briefing on crime on campus, security procedures, department services, substance abuse, and how to respond to an active shooter event. Other crime prevention/education programs are offered by various departments on campus throughout the year. There is no set schedule for these presentations.

#### **2. SITUATIONAL AWARENESS AND SELF DEFENSE**

Campus Police facilitate several training programs aimed at equipping community members to reduce chances of being a victim of crime. These programs include Refuse to Be a Victim, and self-defense training, all offered free to students. Student organizations may also request

customized safety and crime prevention training programs for their specific group. These programs focus on increasing situational awareness, crime prevention, risk reduction and avoidance, and includes some basic hands-on defense training.

### **3. FACULTY/STAFF TRAINING**

All security and safety programs offered to students are also made available to faculty and staff members. Faculty and staff also receive comprehensive active shooter training, as well as training regarding their responsibilities as CSAs.

### **4. GENERAL SAFETY AND SECURITY AWARENESS**

The Campus Police Department emphasizes the principles of Crime Prevention through Environmental Design. The Chief of Police meets each year with the Student Government Association (SGA) to discuss crime trends, security issues, parking, transportation, and other topics. The Campus Police, Director of Housing and Residence Life, and a member of the SGA make regular tours together around campus to identify lighting/pathway concerns and to collaborate on additional safety measures for the campus community. All Resident Assistants are encouraged to submit work orders for any area that needs additional lighting or maintenance due to security concerns. In addition to meeting with the SGA, the Campus Police are available to meet with any student or employee group upon request.

### **COMMUNITY POLICING**

The Campus Police Department embraces the philosophy of Community Oriented Policing, and strives to build a collaborative partnership with the College Community. Each semester, campus police officers visit each residence hall to host community-policing events. These range from hosting social events intended to build relationships and break down barriers, to teaching and training on topics such as active shooter, safe driving, and the dangers of substance abuse. Campus police officers also attend other events to inform students and employees about crime prevention strategies, specific crime problems the campus may be facing, solicit information on problems facing the campus community, and work with campus partners to develop effective responses.

### **TIMELY WARNINGS**

Timely Warnings are intended to alert the campus community to potentially dangerous criminal situations affecting the campus. Timely Warnings are not limited to violent crimes, but may include crimes against property. The Campus Police Department will issue Timely Warnings to the entire campus community when all of the following criteria are met:

- The offense is a Clery Act crime;
- The offense occurs within the College's Clery geography;
- The offense is reported to the Campus Police via a CSA or local law enforcement agency;
- The offense is considered by the institution to represent a serious or continuing threat to students and employees.

Every Clery Act crime reported to the Campus Police Department is assessed to determine if a timely warning is required. The decision to issue a Timely Warning is made by the Chief of Police or his/her designee with input from key members of the College's senior administrative team. The content of Timely Warnings is developed with the assistance of the College Communications staff in such a way as to inform and equip members of the campus community to protect themselves from becoming a victim of crime. Specifically, Timely Warnings include pertinent information that would aid in the prevention of additional or similar crimes. Presbyterian College does not include any personal identifying information of the victim or reporting person in any timely warning. When issued, Timely Warnings are always distributed to the entire campus community, and never only to a specific segment of the campus. Timely Warnings are distributed via campus e-mail and/or text message via the Rave notification system. Warnings may also be distributed through other mediums, such as campus digital signs or the PC webpage.

### **ACCESS TO RESIDENTIAL FACILITIES**

The College's Residence Halls are equipped with electronic locks and card readers. Access to Residence Halls is limited to the building occupants and their authorized guests by electronic key card. Residence Hall exterior doors are also equipped with audible prop alarms. Apartments and all individual rooms are accessible by key.

### **ACCESS TO OTHER CAMPUS FACILITIES**

Campus facilities have varying hours of operation and accessibility. Electronic locks and card readers have been installed at some entry points of the academic buildings and other campus facilities. Facilities not equipped with electronic locks may be manually locked by Campus Police or other employees.

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

Security planning is an integral part of any successful security program. Plans for new and renovated facilities are reviewed for security and safety impacts. Planning and maintaining the landscaped areas of the campus are important to the campus appearance as well as maintaining good security. Campus administrators and Campus Police review security and safety procedures and considerations when planning campus events and activities. The Campus Services Department responds to work orders daily to repair locks, windows, and lighting. A continuous program of lighting improvements, with input from both the students and staff, has made some significant improvements in the past several years. The College has made continuous improvements each year in campus fire detection and alarm systems. There are over 200 security cameras on campus, which are monitored by the Campus Police Department. Security and safety planning are an on-going process on the PC campus.

In 2022, the College added Flock Automated License Plate readers to the perimeter of campus in order to deter criminal activity, help solve crimes and to establish increased security of access to campus. Additional surveillance cameras were also added in the Georgia Hall and Springs



parking areas and at Smyth Hall. These additional cameras are part of a strategic camera plan to promote safety, deter criminal activity and solve crimes on campus.

Four blue light emergency phones were also added to campus in 2022. The locations of these blue light phones are as follows:

- Rear of the Pharmacy School
- Carol International House Parking Lot
- Laurens Hall
- Springs

## **PRESBYTERIAN COLLEGE POLICIES GOVERNING ALCOHOL AND OTHER DRUGS ALCOHOL USE AT PRESBYTERIAN COLLEGE**

Presbyterian Campus Police strictly enforce all federal, state, and local laws pertaining to alcohol and drugs. The following are prohibited at Presbyterian College:

- Possession and/or consumption of alcohol by anyone under the age of 21.
- Possession and/or consumption of alcohol in the residence halls, regardless of age.
- Abusive, excessive, and/or harmful consumption of alcoholic beverages.
- Public consumption and/or possession of alcohol in common areas of buildings and outdoor venues unless previously approved by the College.
- Alcohol in academic facilities.
- Public intoxication.
- Driving under the influence of alcohol.
- Possession and/or use of an identification that falsely represents the bearer to be 21 or older (which is considered a violation of the Falsification of Records Policy and Honor Code and violates state law).
- Public display of alcohol and/or open containers carried around campus.
- Empty alcohol containers in the residence halls, including those used for decorative purposes.
- Residents may be found responsible for providing the environment for underage consumption/possession of alcohol by others in their assigned housing units whether or not the residents purchased and/or actually provided the alcohol.
- Distribution and/or provision of alcohol to anyone under the age of 21.
- Common containers of alcoholic beverages or excessive amounts of alcohol on College-owned property including, but not limited to: kegs, pony kegs, party balls, bulk containers or bulk amounts of individual containers or other devices used for drinking games.
- High-risk drinking, drinking games, and drinking game paraphernalia (including but not limited to: beer pong tables, funnels, etc.) are strictly forbidden because they encourage the unsafe use and abuse of alcohol.

Specifically, large parties are not allowed in any of the residential buildings or apartments.

- Common characteristics of a party can include, but are not limited to any or all of the following: presence of bulk volumes of alcohol, large volume of people, loud music or noise, and/ or behavior that draws attention to a student apartment.

- Alcoholic beverages are prohibited in all other campus locations except as specifically approved. All venues that are authorized for alcohol must be regulated and supervised by Dining Services or other such service providers utilizing their license.

AVI is the only authorized provider of alcohol on campus. Students are not permitted to sell alcohol at any event unless it is through AVI. Campus Police Officers will enforce all local, state, and federal laws in regard to enforcement of drinking laws and underage consumption of alcohol. Campus Police Officers may exercise discretion when dealing with alcohol violations. The officer has the option to arrest, issue a state citation, and/or refer violators to Student Conduct for adjudication. College officials observing alcohol violations are to refer the student to Presbyterian College's Student Conduct Office or call a Campus Police Officer for assistance.

## **POSSESSION USE AND SALE OF ILLEGAL DRUGS**

State and federal law as well as College regulations prohibit the use, possession, or distribution of narcotics or controlled drugs without a valid prescription. Violators of drug policies are subject to the provisions of applicable local, state, and federal laws as well as College disciplinary sanctions. Presbyterian College maintains a "no tolerance" drug policy. Campus Police Officers have discretion in how they choose to charge those found in possession of illegal substances. In all cases, the substance will be seized as evidence. The officer may then arrest, issue a state citation, and/or refer the matter to Student Conduct.

## **GENERAL REGULATIONS**

The College strictly prohibits possession, consumption (without a legal prescription), sale, and/or distribution of controlled and illegal substances (consistent with federal, state and local laws). Further, it prohibits the possession or use of prescription drugs without a valid medical prescription and use of substances for purposes or in manners not as directed.

Presbyterian College also strictly prohibits possession, consumption, sale, and/or distribution of any substances used to cause impairment including intoxication or hallucination (e.g. Spice and Kratom), synthetic opioids, such as fentanyl, U-47700 ("Pink"), and methadone, as well as synthetic stimulants, such as "bath salts" (also known as Cloud 9, White Dove, Hurricane Charlie, White Lightning).

Students may not use or possess drug paraphernalia, including but not limited to hookahs and other smoking devices, weights, scales, and rolling papers. Students may not be in the presence of, or aid and abet the possession, sale, or use of controlled or illegal substances.

The College prohibits misbehaving or causing disruption as a result of drug use on or in College property, or at functions sponsored by the College or by a recognized College organization. College policy considers testing positive for illegal substances the same as possession/consumption, and will be treated as such. Student-athletes may be randomly tested per athletic department and NCAA policies. In addition, students who violate PC's Drug Free Campus policy may be sanctioned to random drug screenings. Failure to take and/or pass these screenings will result in student conduct action being taken.

Students convicted of any offense involving the possession or sale of a controlled substance may also be deemed ineligible to receive financial aid.

Presbyterian College offers drug and alcohol abuse programs to assist our students in compliance with the Drug-Free Schools and Communities Act. Information on these programs can be found by going to: <https://www.presby.edu/campus-life/counseling-health/policies-and-resources/substance-abuse-education/> All Presbyterian College employees are required to attend a new employee orientation session where they are informed of the College's drug free schools policy. A copy of the policy can be found at: <https://www.presby.edu/doc/hr/NonFacultyHandbook.pdf>

## **EMERGENCY RESPONSE AND EVACUATION PROCEDURES**

### **CAMPUS EMERGENCY MANAGEMENT**

Presbyterian College maintains a Crisis Management Team (PC CMT) comprised of key members of the Senior Administration Team and staff. PC CMT members receive special training and meet annually to conduct training and tabletop exercises. The PC CMT works closely with local emergency management officials, and has adopted an Emergence Operations Plan that employs the principles of the FEMA's Incident Command System, which is designed to provide a framework for managing all incidents, regardless of the type, scale, or complexity.

### **EMERGENCY NOTIFICATION SYSTEM**

Presbyterian College is committed to ensuring the campus community receives timely, accurate, and useful information in the event of an emergency situation on campus or in the local area that poses a risk to the health and safety of campus community members. To support this commitment, Presbyterian College has developed several multi-modal forms of communication that allow the Campus Police Department to distribute emergency notices in the event of a critical incident or dangerous situation.

Presbyterian College conducts announced tests of the emergency alert system annually to ensure community members are receiving alerts by email and text messaging. These alerts include a description of the hazard, guidance on steps necessary to remain safe, and where community members may obtain additional information about emergency evacuation procedures or other protocols.

### **CONFIRMING THE EXISTENCE OF A SIGNIFICANT EMERGENCY OR DANGEROUS SITUATION AND INITIATING THE EMERGENCY NOTIFICATION SYSTEM**

The Campus Police Department is responsible for confirming the existence of an emergency or dangerous situation on campus. Campus Police may become aware of a critical incident or other emergency situation that potentially affects the health and safety of the campus community when such issues are directly reported to the Campus Police Department, or upon discovery during patrol or other assignments. Campus Police also monitor the National Weather Service, and may

be notified of a potential hazard by local emergency responders. If an emergency is reported to the Campus Police, officers will respond to the location to confirm the existence of an emergency or dangerous situation that poses an immediate threat to the health or safety of the campus community. Once first responders confirm an emergency or dangerous situation that poses an immediate threat to the health or safety of the campus community, a member of the College Police Department will initiate the emergency notification.

The College has authorized the Campus Police Department, Office of College Communications staff, and/or other members of the College's Leadership Team to immediately initiate all or portions of the College's emergency notification system. If, in the professional judgment of Campus Police or the Leadership Team members involved in managing the response, issuing a notification could potentially compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency, the College may elect to delay issuing an emergency notification. As soon as the condition that may compromise efforts is no longer present, the College will issue the emergency notification to the campus community or applicable segment of the community without delay.

### **DETERMINING THE CONTENTS OF THE EMERGENCY NOTIFICATION**

The College Communications Office, with the assistance of Campus Police and local first responders, will determine the content of the notification. The College has developed a wide range of template messages addressing several specific emergency situations. The PC Campus Police Chief or his designee will select the template message most appropriate to the present situation and modify it to address the specifics of the incident. Those issuing the notification will use the following guidelines when determining the contents of the emergency message.

The first message is intended to alert the community or appropriate segment of the campus community of the dangerous condition and the appropriate safety measures to take. Messages distributed in this stage of a rapidly unfolding critical incident will generally be short, precise, and directive. Examples include: "PC ALERT: TORNADO WARNING. Seek shelter indoors immediately. Avoid windows. If outside, get indoors or in a ravine. Check your campus e-mail for more info."

A second message or email may be sent to inform the community or appropriate segment of the campus community about additional details of the situation. This message is generally distributed once first responders and the Emergency Operations Center has additional information about the dangerous situation.

Examples include: "This is an emergency weather notification. A Tornado Warning has been issued for Presbyterian College. A Tornado Warning means that a tornado has been sighted or indicated by weather radar. There is imminent danger to life and property. If Indoors: During a tornado warning, students, faculty, staff and visitors are advised to seek shelter immediately by going to a basement, safe room, or an interior room away from windows. Stay away from windows and if possible avoid large open rooms such as cafeterias, gymnasiums, or auditoriums. If Outside: Seek shelter inside a sturdy building immediately if a tornado is approaching. Sheds and storage facilities are not safe. If you are unable to shelter indoors, seek shelter in a low-lying

area such as a ditch or ravine. In a vehicle: Being in a vehicle during a tornado is not safe. The best course of action is to drive to the closest shelter. If you are unable to make it to a safe shelter, either get down in your car and cover your head, or abandon your car and seek shelter in a low-lying area such as a ditch or ravine. Campus Police will send an additional alert when the warning is lifted.”

Finally, the third message is the Reassure or “All Clear” notice that is generally distributed once the hazard has passed, or the situation is nearly or completely resolved. The purpose of this message is to reassure the community the College is working diligently to resolve the situation. It can also be used to provide additional information about the situation and where resources will be available. In cases where there are no pre-determined template messages in the system, the individual issuing the alert, generally a Campus Police dispatcher or supervisor, will develop and send the most succinct message to convey the appropriate information to the community. The goal is to ensure individuals are aware of the hazardous situation and that they know the steps to take to safeguard their personal and community safety.

## **PROCEDURES USED TO NOTIFY THE CAMPUS COMMUNITY**

In the event of a situation that poses an immediate threat to members of the campus community, the College has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated for emergency notification to all, or a segment, of the campus community. These methods of communication include the mass notification system known as RAVE, which includes campus e-mail, text message, and campus digital sign alerts. When notifying the larger community, alerts may also be posted on the College website and/or local media. The College has its own emergency siren system that can be used to give out information. The College will post updates during a critical incident on the homepage. If the situation warrants, the College will establish a telephone call-in center staffed by College personnel who are trained to communicate with the campus and larger community during an emergency situation.

## **EMERGENCY DRILLS AND EVACUATION PROCEDURES**

Presbyterian College practices evacuation drills in all residence halls and apartments each year. These drills are announced and supervised by the Student Affairs staff, and members of the Campus Police Department whenever possible. All persons inside the building are required to participate in this drill. Whenever an evacuation alarm is activated in any building on campus, all occupants are required to evacuate the building until the Campus Police Department, Fire Department, or other College Official gives the “all clear” to return. On an annual basis, Presbyterian College invites local law enforcement, fire, and EMS partners to participate in a training exercise in an effort to test emergency response plans, coordination, and capabilities.

These training exercises may include tabletop or functional exercises, and are documented by the Campus Police Department. Exercise documentation includes a description of the exercise, participating agencies, the date of the exercise, and whether the exercise was announced. Upon completion of training exercises, evacuation procedures are evaluated and modified, if needed. When changes are made to evacuation procedures, notification is made to the campus via email.

Students receive information about evacuation, lock-down procedures and shelter-in-place procedures during Freshmen Orientation. Student Affairs staff and Residential Assistants (RAs) are also trained in these procedures and are a continuing resource for students living in their residence halls and houses.

In addition, Student Affairs staff and RAs participate in evacuation drills and other emergency response tests. Presbyterian College may issue any of three types of guidance during an emergency or hazardous situation, depending on the circumstances. These are evacuate, shelter-in-place, and lockdown.

**Evacuate:** Evacuate means to exit a building using the nearest available exit, reporting to the buildings pre-determined meeting area and following further instructions from College officials or first responders. Emergencies inside a building, such as a hazardous material spill, fire, natural gas leak, or bomb threat may trigger an evacuate command.

**Shelter-in-Place:** Sheltering in place means to remain indoors or to seek immediate shelter indoors and remain there during an emergency. Sheltering in place includes closing exterior doors and windows, drawing shades, turning off HVAC systems (if feasible) and possibly moving to a more protected interior area of a building depending on the nature of the emergency, and then remaining there until the “all clear” confirmation has been given. Emergencies occurring outside of a building, such a hazardous material release or a severe weather occurrence, may trigger a shelter-in place command.

**Lockdown:** A “lockdown” is a temporary sheltering technique intended to limit human exposure to an apparent life-threatening, hostile, or hazardous situation or threat. When a lockdown is declared by College officials, occupants of any building within the impacted area are to remain in their respective spaces locking or, if unable to lock, barricading doors, closing and locking windows, drawing shades, covering classroom or office door windows, silencing cell phones, remaining quiet, and not allowing entry or exit to a secured area until the “all clear” confirmation has been given. Emergencies such as an armed intruder on campus or an active shooter on campus (an individual actively engaged in killing or attempting to kill people with a weapon in a confined populated area) may trigger a lockdown command.

## **MISSING STUDENTS OR OTHER PERSONS**

If anyone has reason to believe that a student who resides in an on-campus housing facility is missing, he or she should immediately notify the Campus Police at 864-833-8911. Missing person reports can also be made to the Campus Police regarding students who reside off campus, a visitor last seen on campus, or any faculty or staff member who is believed to be missing.

Many missing person reports in the College environment can result from a student changing their normal routine and failing to inform roommates or friends of this change. If the person missing is not found within a reasonable amount of time, or if there is information that the person could be at personal risk, a report should be made. Community members should not wait 24 hours or otherwise delay in making a missing person report.

Upon receiving a report of a missing person, the Campus Police will immediately respond and conduct a preliminary investigation in order to verify the report. Upon verification of the report, the Campus Police will notify surrounding law enforcement agencies and place the missing person into the FBI's National Crime Information Center (NCIC) Missing Persons Database.

All missing persons reports made to the Campus Police Department are thoroughly investigated. Investigations typically involve searching the missing person's room, vehicle, and office for leads, contacting local jails and emergency rooms, obtaining assistance from regional law enforcement agencies, speaking with friends, family members, acquaintances, fellow students, coworkers, and professors, and following-up on any other leads.

Presbyterian College provides students an opportunity to designate a confidential source/person to be notified in the event they are determined to be missing. If you would like to provide a contact person, you may go to Campus Life and fill out the related form. This contact information will only be accessible to authorized campus officials and will only be disclosed to law enforcement personnel in the furtherance of an ongoing missing person investigation. The information on this form is considered confidential and will not be used unless necessary.

Missing persons are reported to NCIC within 24 hours of the initial report if the missing person is under the age of 21. In all missing person cases, the Clinton Police Department is the entering agency for NCIC and will be notified of the missing person within 24 hours. Campus Police will notify the law enforcement agency with jurisdiction if that agency is not the Clinton Police Department. If the person is under the age of 18 and not emancipated, the parents of the student will be notified within 24 hours once the student is determined to be missing. Any residential student determined to be missing will have the person identified as their missing student emergency contact notified within 24 hours.

## **TITLE IX PROGRAM AND NOTICE OF NONDISCRIMINATION**

Presbyterian College does not unlawfully discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity, disability, age, religion, veteran status or any other characteristic or status protected by applicable local, state or federal law in admission, treatment, or access to or employment in, its programs and activities. The following individuals have been designated to handle inquiries regarding Presbyterian College's nondiscrimination policies.

Inquiries concerning nondiscrimination on the basis of sex or on the basis of disability may be referred to the VP for Human Resources whose office is located on the 2<sup>nd</sup> floor of the Patrick Center, 503 S. Broad St. Clinton, SC 29325. The VP for Human Resources serves as the Title IX Coordinator. The Director of Human Resource Operations serves as the Deputy Title IX Coordinator. They may be contacted by phone at 864-833-3722 or by email.

Individuals also have the right to file a formal complaint with the U.S. Department of Education's Office for Civil Rights by contacting the District of Columbia Office, 400 Maryland Avenue, SW, Washington, D.C. 20202-1475; Phone 800-421-3481; email: OCR@ed.gov. All other inquiries concerning non-discrimination involving students not addressed in this policy may be referred to Presbyterian College's Dean of Students. The Dean of Student's office is

located in the Springs Student Center. The Dean of Students may be contacted by phone at 864-833-8275.

Employees with inquiries concerning nondiscrimination not addressed in this Policy may contact the Vice President for Human Resources. Human Resources is located at the Patrick Center 2<sup>nd</sup> floor. Human Resources may be contacted by phone at 864-833-3722.

## **PRESBYTERIAN COLLEGE’S RESPONSE TO SEXUAL AND GENDER VIOLENCE, EDUCATIONAL CAMPAIGNS TO PROMOTE AWARENESS OF DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT AND STALKING**

Presbyterian College is committed to increasing the awareness of and preventing sexual violence. The College provides all incoming students and new employees with information intended to prevent sexual assault, domestic violence, dating violence, and stalking. This information includes a clear statement that Presbyterian College prohibits such acts. It also includes the definitions of these crimes according to South Carolina legislation. Additionally, information is provided on the definition of consent, options for bystander intervention, risk reduction, and policies and procedures for responding to these incidents. Ongoing prevention and awareness campaigns are also offered throughout the year.

Presbyterian College uses the IT’S ON US movement aimed at fundamentally shifting the way students think about sexual assault. IT’S ON US is a rallying cry inviting everyone to step up and realize that the solution begins with us. It’s a declaration that sexual assault is not only a crime committed by a perpetrator against a victim but a societal problem in which all of us have a role to play. Students are reframing sexual assault in a way that inspires everyone to see it as their responsibility to do something, big or small, to prevent it. Students are asking everyone to create an environment, be it a dorm room, a party, a club or a sports team, or the greater college campus, where sexual assault is unacceptable and survivors are supported. This type of environment is designed to raise awareness, increase accountability and to intervene on behalf of anyone who is unable to provide consent.

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

Presbyterian College encourages students, faculty, and staff to work together to prevent violence and harm by becoming active bystanders who care for one another. Presbyterian College partners with the Rape Crisis Center, to offer intervention training. Being an active bystander means that you TAKE ACTION when you see a situation that could be potentially harmful to another person. Students, faculty, and staff are also encouraged to confront and report predatory or other behavior that endangers any member of the campus community.

### **CONSENT DEFINED**

This presentation by the Counseling and Wellness Center and the Title IX Coordinator uses PC’s policies to educate students on the Sexual Misconduct Policy and definition of effective consent. It is effective for classroom presentations and student organization workshops/seminars.



## **NEW EMPLOYEE ORIENTATION**

As part of the new employee orientation program the Office of Human Resources has developed a training program to address workplace violence, Title IX violations and harassment education. The Office of Human Resources provides new employees with education on how to prevent, identify, and report these types of offenses.

## **NEW STUDENT ORIENTATION**

New students participate in an orientation weekend. During this time, they attend an educational program that discusses dating violence, domestic violence, sexual assault, and stalking. Students are given Sexual Misconduct Policy information and are shown how to file a Title IX complaint. They are also provided with educational information during this time on the prevention of dating violence and bystander intervention. PC also offers orientation sessions for new athletes that focus on alcohol abuse, drug abuse, and sexual assault prevention. The Dean of Students and the Title IX Coordinator review PC's conduct policies and Sexual Misconduct policy and discuss consent and bystander intervention. Through a first-year advising program, first-year students are taught skills related to conflict resolution, relationship navigation, and bystander intervention.

## **PC CARES – THREAT MANAGEMENT TEAM**

PC also has a threat management team (PC Cares) that seeks to identify students in distress. Members of PC Cares represent various departments at PC: Campus Life, Academic Success, Athletics, Career & Professional Development, Campus Police, Residence Life, Counseling and Health, and Religious Life and Community Engagement. Depending on the crisis situation, a plan of intervention is implemented. Communication is maintained confidentially and only shared with PC Cares members, or other institutional faculty and staff on a need-to-know basis.

## **REPORTING DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT OR STALKING TO THE CAMPUS POLICE**

Victims of dating violence, domestic violence, sexual assault, or stalking are encouraged to immediately notify the Campus Police by calling 864-833-8911.

Upon receiving a report, Campus Police will immediately respond and meet with the victim. Then do the following:

- Coordinate medical treatment, if needed.
- Inform victims of their rights and options.
- Initiate a criminal investigation, if so desired.
- Offer College Counseling Center Services.
- Collect and secure physical evidence.
- Determine if a Timely Warning should be issued.
- Notify SLED, Title IX, the Office of Student Life, and other departments as indicated.
- Collect Clery statistical information.

Presbyterian College is committed to providing victims of sexual or gender-based violence with a safe a learning and working environment as possible.

The College provides victim services whether or not a student or employee reports to law enforcement and/ or pursues any formal action. Upon request, Presbyterian College will make any reasonably available accommodations to a victim's academic, living, transportation, and/or working situation. These accommodations will be made in a manner that will protect the confidentiality of the victim as much as possible. These accommodations include moving the victim to another residence hall, and altering classes / class schedules

The South Carolina Law Enforcement Division (SLED) investigates all sexual assaults that occur on Presbyterian College property in conjunction with Campus Police. If a victim reports a sexual assault and would like to pursue criminal charges, Campus Police will request assistance from SLED.

## **NOTICE OF RIGHTS AND OPTIONS**

Any student, faculty, or staff member who is the victim of dating violence, domestic violence, sexual assault, or stalking, regardless of where such incidents occur, will receive information about their rights and options regarding the involvement of law enforcement and campus authorities. College officials will also provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the College, and in the community.

It is important for victims to know they have the right to choose if they want to report an incident of sexual violence to the College, to local law enforcement, to either, or to both. Victims also have the right not to file a report. The College will assist victims of sexual violence with notifying law enforcement if they so choose; and they have the right to decline to notify such authorities. Campus authorities will assist victims of sexual violence in seeking orders of protection, "no-contact" orders, and restraining orders whenever applicable and desired by the victim. All valid court orders for protection are enforced on campus by the Campus Police Department.

It is important for the victim of dating violence, domestic violence, and sexual assault or stalking to know the College has multiple resources available to assist them. Victims are not required to pursue criminal charges but may do so if they wish. A victim may choose to only file a Title IX complaint instead of criminal charges or they may do both. Victims of dating violence, domestic violence, sexual assault or stalking may also receive upon request written information about changes to academic, living, transportation, working situations, and other reasonably available protective measures, regardless of whether the victim chooses to report the crime to campus police or local law enforcement, irrespective of where the crime took place. It is important for victims to remember to preserve as much evidence as possible as soon as possible, even if they are unsure if they want to make a report. Evidence might include eyewitness accounts, digital evidence, and physical evidence. This evidence is important to aid in the possibility of a successful criminal investigation or obtaining a protection order. If a sexual assault occurs, the victim should retain all clothing worn during the assault, receive a sexual assault examination from a certified SANE nurse (the Prisma Hospital System has SANE nurses on staff) and report the incident as soon as possible. Victims of sexual assault should avoid washing, douching, using

the toilet, or changing clothing prior to the medical exam. Any clothing removed should be placed in a paper bag and given to the nurse examiner or Campus Police. It is especially important for victims who suspect they may have been unknowingly drugged to be tested for the presence of controlled substances as soon as possible. Evidence of violence might include bruising or other visible injuries that should be photographed for preservation. The collection and preservation of evidence is critical to an investigation, helping to establish the facts should the victim choose to prosecute or seek a court order (known in South Carolina as a restraining order). Such evidence may be present for up to 120 hours after an assault.

The State of South Carolina offers free forensic examinations to all victims of sexual assaults. Victims of sexual assaults are not required to file criminal charges even though they receive the free examination. The examination will remain confidential unless the victim chooses to file charges. Additionally, victims should retain any digital evidence they may have including text messages or phone messages.

If the victim wishes to obtain a restraining order, the Campus Police Department will assist them in obtaining this from the court system. If the victim and accused are both students, the Dean of Students may issue a no-contact order to both parties. The Campus Police Department will enforce all restraining orders issued by the court. Victims of dating violence, domestic violence, sexual assault or stalking may report the offense to the Title IX coordinator, the Director of Residence Life, an RA or Assistant Area Coordinator, the Dean of Students, the Campus Police Department, SLED, the Clinton Police Department or the Laurens County Sheriff's Office. Victims are also encouraged to utilize support services available through Student Health Services, the Counseling Center, the College Chaplain, the Julie Valentine Center (for victims of sexual assault) and Safe Harbor (for victims of dating violence or domestic violence). Campus Police can be reached by calling 864-833-8911. The South Carolina Law Enforcement Division can be reached at (803) 737-9000. The Clinton Police Department can be reached at 864-833-7512. The Laurens County Sheriff's Office can be reached at 864- 984-4967. The Safe Home (Serving Saluda, Abbeville and Laurens Counties) at 864-227-1623 and Beyond Abuse 115 East Alexander Ave. Greenwood, SC 29646 at 864-227-1623 or the Crisis Hotline at 864-941-6700. Safe Harbor can be reached at 1-800-291-2139. Students may notify any of these resources and not be required to notify campus or local law enforcement. However, if a student indicates to any of these resources they wish to notify campus or local law enforcement officers of the offense, the resource must assist the student with notifying the agency.

## **SOUTH CAROLINA LAW PROHIBITING STALKING**

South Carolina state law 16-3-1700 defines “stalking” as a pattern (meaning two or more acts) of words, whether verbal, written, or electronic, or a pattern of conduct that serves no legitimate purpose and is intended to cause and does cause a targeted person and would cause a reasonable person in the targeted person’s position to fear death, assault, bodily injury, sexual assault, kidnapping, or property damage.

## **SOUTH CAROLINA LAW PROHIBITING CRIMINAL SEXUAL CONDUCT**

South Carolina state law 16-3-654 defines “criminal sexual conduct” as the sexual battery of a victim where the perpetrator uses force or coercion to accomplish the sexual battery, or where

the perpetrator knows or has reason to know the victim is mentally defective, mentally incapacitated, or physically helpless. “Sexual battery” is defined as sexual intercourse, cunnilingus, fellatio, anal intercourse, or any intrusion, however slight, of any part of a person’s body or of any object into the genital or anal openings of another person’s body, except when such intrusion is accomplished for medically recognized treatment or diagnostic purposes. “Mentally incapacitated” means a person is rendered temporarily incapable of appraising or controlling his or her conduct whether this condition is produced by illness, defect, the influence of a substance or from some other cause. “Physically helpless” means a person is unconscious, asleep, or for any other reason physically unable to communicate unwillingness to an act.

## **SOUTH CAROLINA LAW PROHIBITING DOMESTIC VIOLENCE**

South Carolina state law 16-25-20 defines “domestic violence” as causing physical harm or injury to a person’s own household member; or offering or attempting to cause physical harm or injury to a person’s own household member with apparent present ability under circumstances reasonably creating fear of imminent peril. “Household member” means: a spouse; a former spouse; persons who have a child in common; or a male and female who are cohabiting or formerly have cohabited. South Carolina state law does not specifically define “dating violence.”

## **CONSENT DEFINED**

Presbyterian College defines “Consent” as being informed, freely and actively given, through mutually understandable words or actions that indicate a willingness to participate in mutually agreed upon sexual activity. Consent is mutually understandable when a reasonable person would consider the words or actions of the parties to have manifested a clear and unambiguous agreement between them to engage in certain conduct with each other. Consent cannot be gained by ignoring or acting in spite of the objections of another. Consent cannot be inferred from: (i) Silence, passivity, or lack of resistance alone; (ii) A current or previous dating or sexual relationship alone (or the existence of such a relationship with anyone else); (iii) Attire; (iv) The buying of dinner or the spending of money on a date; or (v) Consent previously given (i.e., consenting to one sexual act does not imply consent to another sexual act).

Consent is not effective if it is obtained through the use of physical force, violence, duress, deception, intimidation, coercion, or the threat, expressed, or implied, of bodily injury. Whether a party used intimidation or coercion to obtain Consent will be determined by reference to the perception of a reasonable person found in the same or similar circumstances. Consent may never be given by: (i) Minors, even if the other participant did not know the minor’s age. (ii) Mentally disabled persons, if their disability was reasonably knowable to a sexual partner who is not mentally disabled. (iii) Persons who are incapacitated. The use of alcohol or drugs does not diminish one’s responsibility to obtain Consent and does not excuse conduct that constitutes Sexual Misconduct under this Policy. If at any time during a sexual act any confusion or ambiguity is or should reasonably be apparent on the issue of consent, it is incumbent upon each individual involved in the activity to stop and clarify the other’s willingness to continue and capacity to consent. Neither party should make assumptions about the other’s willingness to continue.

## **INTIMATE PARTNER VIOLENCE DEFINED**

Presbyterian College defines “Intimate Partner Violence” as actual or threatened physical violence, intimidation or other forms of physical, emotional or sexual abuse that would cause a reasonable person to fear harm to self or others and which is committed by a person who is or has been in a social relationship of a romantic or intimate nature with the Complainant. The existence of such a relationship shall be determined with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Intimate Partner Violence can occur between persons of any gender identity, any sexual orientation, and it can occur in any type of intimate relationship including monogamous, non-committed, and relationships involving more than two partners. Intimate Partner Violence can be a single act or a pattern of behavior. Intimate Partner Violence is sometimes referred to as, and includes behaviors that would be considered dating violence, domestic violence, or relationship abuse. Intimate Partner Violence can take many forms. Examples include, but are not limited to, situations in which the following behaviors are directed toward a partner in a current or former intimate relationship: hitting, kicking, punching, strangling, or other physical violence; property damage; and threat of violence to one’s self, one’s partner, or the family members, friends, pets, or personal property of the partner.

## **RECOMMENDED RANGES OF SANCTIONS FOR STUDENTS**

**Sexual Harassment:** Parental notification, and/or educational sanctions (such as community service, reflection paper(s), and/or fines), social restrictions, disciplinary probation, expulsion or suspension from campus housing, suspension or expulsion from the College.

**Sexual Exploitation:** Educational sanctions, disciplinary probation, social restrictions, expulsion or suspension from campus housing, suspension or expulsion from the College.

**Sexual Intimidation, Stalking, Intimate Partner Violence:** Educational sanctions, disciplinary probation, social restrictions, expulsion or suspension from campus housing, completion of batterer intervention program, suspension or expulsion from the College.

**Non-consensual Sexual Contact and Non-consensual Sexual Penetration:** Educational sanctions, disciplinary probation, social restrictions, expulsion or suspension from campus housing, suspension or expulsion from the College. The appropriate sanctions for any Non-consensual Sexual Penetration generally will include at a minimum a period of separation from the College.

## **DISCIPLINARY PROCEDURES**

Presbyterian College is committed to providing a safe learning and working environment, and in compliance with state and federal law has adopted policies and procedures to prevent and respond to incidents of violence including sexual assault, domestic violence, dating violence and stalking. These guidelines, as well as Presbyterian College’s disciplinary procedures, apply to all students, faculty, staff, contractors, and visitors.

Investigations into student, faculty, and staff misconduct are typically completed within 90 calendar days of the receipt of the complaint. Hearings, if any, take place within 20 days of the conclusion of the investigation. Both the complainant and the respondent will receive a final outcome letter within 5 calendar days of the conclusion of the hearings.

Sanctions for a finding of responsibility depend upon the nature and gravity of the misconduct, any record of prior discipline for sexual misconduct, or both. Sanctions include withholding a promotion or pay increase, reassigning employment, terminating employment, temporary suspension without pay, compensation adjustments, expulsion or suspension from the College, disciplinary probation, social restrictions, expulsion or suspension from campus housing, suspension or revocation of admission, suspension or revocation of degree, written warning, mandated counseling, completion of a batterer intervention program, completion of violence risk assessment, parental notification, and/ or educational sanctions (such as community service, reflection paper(s), and/or fines) deemed appropriate by the Hearing Board.

## **STUDENT PROCEEDINGS**

All conduct and disciplinary proceedings involving students, whether the conduct is reported to have occurred on or off campus, as appropriate, shall provide a prompt, fair and impartial investigation and resolution by officials who have received annual training on the nature of the types of cases they are handling, on how to conduct a trauma-informed investigation and hearing in a manner that protects the safety of victims and promotes accountability. Determination of responsibility for violating the Student Conduct Code is made using the preponderance of the evidence standard (which means that it is more likely than not that the alleged misconduct occurred). The preponderance of the evidence standard applies to investigations of faculty and staff misconduct as well. In all student proceedings, including any related meetings, both the respondent and the complainant are entitled to the same opportunities to have others present including the right to be accompanied by an advisor of their choice. Both the respondent and complainant shall simultaneously be informed in writing of the outcome of the proceedings, the procedures for appealing the results, and of case progression through the conduct process including any change to the result and when that result becomes final. Disclosure of the outcome shall be made to both parties unconditionally, simultaneously, and each shall be free to share or not share the details with any third parties. For additional information about student conduct proceedings, please consult Presbyterian College's Student Handbook, which can be found online here: <https://www.presby.edu/doc/GarnetBook.pdf>

## **FACULTY AND STAFF PROCEEDINGS**

All disciplinary proceedings involving staff and faculty shall follow a prompt, fair and impartial investigation and resolution by officials who have received annual training on the nature of the types of cases they are handling, as well as training on how to conduct an investigation. These officials shall follow the specific personnel policies or academic code of conduct policies that govern that individual's employment or academic appointment status. As in the disciplinary process for students, the preponderance of evidence standard is used and individuals accused of sexual misconduct or gender violence can bring representatives or support persons to their

interviews and disciplinary meetings. Individuals accused of violating Presbyterian College policy regarding Non-consensual Sexual Contact, Non-consensual Sexual Penetration, Intimate Partner Violence or Stalking will be given notice and a full opportunity to respond to allegations made against them. Accused individuals also have the right to seek representation to assist them throughout the disciplinary process. Both the respondent and complainant shall simultaneously be informed in writing of the outcome of the proceedings, the procedures for appealing the results, and of case progression through the conduct process including any change to the outcome and when that outcome becomes final. Disclosure of the outcome shall be made to both parties unconditionally, simultaneously, and each shall be free to share or not share the details with any third parties.

## **DISCIPLINARY HEARING POLICIES AND PROCEDURES**

- I. Submission of Written Materials by the Parties.** Within two days of receipt of the Notice of Hearing and Composition of the Hearing Board, the Complainant and the Respondent may provide the Assigned Deputy Title IX Coordinator with a list of witnesses, if any, that they propose that the Hearing Board call and a brief description of each proposed witness's connection to and/or knowledge of the issues in dispute. The Assigned Deputy Title IX Coordinator will share such information with the Hearing Board. The Hearing Board will determine which, if any, of the witnesses it intends to call.
- II. Failure to Appear.** If the Complainant and/or the Respondent fails to appear before the Hearing Board, and such party was provided proper notice of the hearing as set forth above, then absent extenuating circumstances, the Hearing Board will proceed to determine the resolution of the Complaint.
- III. No Contact Prior to the Hearing.** The Complainant and the Respondent may not contact each other outside of the hearing, even to discuss the hearing.
- IV. Support Persons.** As provided in Section 5.03, both the Complainant and the Respondent may have a support person present to support and assist them during the hearing.
- V. Evidentiary Matters.** The Complainant and the Respondent will have an equal opportunity to address the hearing board, if desired. Formal rules of evidence will not be observed during hearings.
  - a. Any evidence the parties wish the Hearing Board to consider should be presented to the investigators as early as possible during the investigation process. If a party wishes to submit evidence in response to information in the Investigative Report, that information should be submitted as soon as practicable but in no event later than the submission of any written statement (due within two days of receipt of the Notice of Hearing and Composition of the Hearing Board). Any evidence that is not submitted in a timely manner during the course of the investigation or prior to the hearing may be excluded at the discretion of the Assigned Deputy Title IX Coordinator or the Title IX Coordinator.
  - b. Evidence of the past sexual histories of the Complainant and the Respondent will not be permitted at the hearing, with the following exceptions:

- i. Evidence is permitted to show that the Complainant has in the past been formally disciplined by the College for falsely filing Complaints alleging Sexual Misconduct,
- ii. Evidence is permitted to show that the Respondent has in the past been either convicted in a criminal proceeding or formally disciplined by the College for Sexual Misconduct, and
- iii. Evidence regarding the past sexual activity of the Respondent (regardless of whether the Respondent was formally charged with a violation of the Policy with respect to such conduct) may be permitted to show that the Respondent has engaged in a pattern of behavior similar to the alleged Sexual Misconduct at issue before the Hearing Board, provided that
  1. the Respondent has not been found “not responsible” by the College in a proceeding related to such sexual activity and
  2. the Hearing Board has found both the evidence is reliable and trustworthy and the conduct is sufficiently and substantially similar to the conduct at issue before the Hearing Board to suggest a pattern of behavior.
- iv. Character evidence is generally inadmissible.

## VI. Conduct of the Hearing.

- I. **Generally.** The Hearing Board will be responsible for asking any questions to be asked of the parties. Both the Hearing Board and the parties will have the opportunity to question any witnesses. It is anticipated that the evidence will primarily be gathered and developed during the investigation and presented to the Hearing Board in the Investigative Report. The Chair of the Hearing Board will resolve any questions concerning procedure or the admission of evidence or testimony (including the relevancy and reliability of the evidence and testimony). Members of the College community are expected to provide truthful testimony, and any member of the College community providing false information during this process is subject to discipline, pursuant to Section 2.03.
- II. **Testimony.** The Respondent and/or the Complainant may choose not to testify before the Hearing Board; however, the affirmative exercise of that option will not preclude the Hearing Board from making a determination regarding the Complaint.
- III. **Closed-Circuit Technology.** Upon timely request, the College may, in its discretion, provide for testimony by closed-circuit technology, telephone or other electronic means in appropriate circumstances.
- IV. **Recording.** The College may record the hearing. This recording will be the property of the College. The Appeals Board may use the recording as part of the appeal process. Reasonable care will be taken to ensure a quality recording. However, technological problems that result in no



recording or in an inaudible one will not affect the validity of the outcome of a hearing. Recommended ranges of sanctions can be found below. Additional information about Presbyterian College's Sexual Misconduct Policy, including the appeals process, can be found online.

- V. **Hearings.** Hearings are to be prompt, fair, impartial, and conducted by individuals who have received annual training on the issues related to dating violence, domestic violence, sexual assault, and stalking, and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability. Regardless of the location of offense, if a student or employee reports they have been a victim of dating violence, domestic violence, sexual assault or stalking, the institution will provide the employee or student with written documentation of their rights. Presbyterian College will maintain the victim's name as confidential as required by S.C. Code 16-3-730. Police reports may be released to the accused as part of judicial proceedings. The Title IX coordinator or their designee will provide written notification to students and employees who report being victims of Dating Violence, Domestic Violence, Sexual Assault and Stalking about how to request changes to academic, living, transportation, and working situations or protective measures as required by 668.46(b)(11)(v). Available protective measures include issuing no-contact orders to prevent any contact between or among the Complainant, the Respondent, witnesses, and/ or third parties; providing the Complainant an escort to ensure that he or she can move safely between classes, work, and/or activities; changing a Complainant's or a Respondent's on-campus housing, if any, to a different on-campus location and providing assistance from College personnel in completing the relocation; changing a Complainant's or a Respondent's work arrangements or schedules; and changing academic schedules (such as moving the Complainant or the Respondent from one class section to another).

## **SEX OFFENDER REGISTRATION**

The Campus Sex Crimes Prevention Act section 1601 of Public Law 106-386, is a federal law that provides tracking of convicted sex offenders enrolled at or employed by institutions of higher education. The intent is to extend the protection of the sex offender's registries and Megan's Law to College campuses. It also amends the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act to require institutions of higher education to issue a statement advising the campus community where to obtain law enforcement agency information provided by a state concerning registered sex offenders. The South Carolina Electronic Sex Offender Registry search can be located at:

<http://scor.sled.sc.gov/ConditionsOfUse.aspx>

Megan's Law can be found online at <https://klaaskids.org/megans-law/>

## **ANNUAL DISCLOSURE OF CRIME STATISTICS**

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)) requires colleges and universities across the United States to disclose information about crime on and around their campuses. The Campus Police maintains a close relationship with all law enforcement agencies where Presbyterian College owns or controls property to ensure that crimes reported directly to the agencies that involve the College are brought to the attention of the Campus Police. The Campus Police collects the crime statistics disclosed in the charts through a number of methods. Police officers enter all reports of crime incidents made directly to the department through an integrated computer records management system. After an officer enters the report in the system, a department administrator reviews the report to ensure it is properly classified in the correct crime category. The Department periodically examines the data to ensure that all reported crimes are recorded in accordance with the crime definitions outlined in the FBI Uniform Crime Reporting Handbook and the FBI National Incident-Based Reporting System Handbook (sex offenses only). In addition to the crime data the Campus Police maintains, the statistics below also include crimes that are reported to CSAs, as defined in this report. The statistics reported here generally reflect the number of criminal incidents reported to the various authorities. The statistics reported for the sub categories on liquor laws, drug laws and weapons offenses represent the number of people arrested or referred to campus judicial authorities for respective violations, not the number of offenses documented. Presbyterian Campus Police collect data relating to bias motivated Hate Crimes as defined by the Clery Act. Hate crimes are criminal acts motivated by bias against a protected class. Presbyterian College provides the definitions of the Clery Act crimes and Clery Act geography in the following pages and then provides a statistics table. These crime definitions are unique to the Clery Act and Presbyterian College encourages readers to review them for a better understanding of the statistics.

### **DEFINING CLERY ACT GEOGRAPHY**

#### **ON CAMPUS**

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

#### **ON CAMPUS STUDENT HOUSING FACILITY**

- Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.
- Student Housing Facilities are a subset of "On Campus "as defined above.

## **PUBLIC PROPERTY**

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

## **NONCAMPUS 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 owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

## **DEFINITIONS OF REPORTABLE CRIMES**

- Murder/Manslaughter – is defined as the willful killing of one human being by another.
- Negligent Manslaughter – is defined as the killing of another person through gross negligence.
- Sexual Assault – is defined as an offense that meets the definition of rape, fondling, incest, or statutory rape.
  - I. Rape – is defined as 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.
  - II. Fondling – is defined as 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.
  - III. Incest — is defined as non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
  - IV. Statutory Rape — is defined as non-forcible sexual intercourse with a person who is under the statutory age of consent.
- Robbery – is defined as taking or attempting to take anything of value from the car, 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 – is defined as 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 – is defined as the unlawful entry of a structure to commit a felony or a theft.
- Motor Vehicle Theft – is defined as the theft or attempted theft of a motor vehicle.
- Arson – is defined as any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another.
- Drug Abuse Violations – is defined as 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. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacture, and making of narcotic drugs.

- Liquor Law Violations – is defined as 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.
- Weapons Law Violations – is defined as 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.
- Domestic Violence – is defined as a felony or misdemeanor crime of violence committed:
  - I. By a current or former spouse or intimate partner of the victim;
  - II. By a person with whom the victim shares a child in common;
  - III. By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
  - IV. 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
  - V. 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.
- Dating Violence – is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.
- Stalking – is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person’s safety or the safety of others; or suffer substantial emotional distress.
- Hate Crimes – includes all of the crimes listed above that manifest evidence that the victim was chosen based on one of the categories of bias listed below, plus the following crimes:
  - I. Larceny/Theft—includes, pocket picking, purse snatching, shoplifting, theft from building, theft from motor vehicle, theft of motor vehicle parts or accessories, and all other larceny.
  - II. 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.
  - III. 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.
  - IV. Destruction/Damage/Vandalism or Property (except Arson)—to willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.
- Categories of Prejudice:
  - I. Race. A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc.,

- genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, blacks or African Americans, whites.
- II. 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, e.g., Catholics, Jews, Protestants, atheists.
  - III. Sexual Orientation. A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation. Sexual Orientation is the term for a person's physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual, and heterosexual (straight) individuals.
  - IV. Gender. A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.
  - V. Gender Identity. A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals. Gender non-conforming describes a person who does not conform to the gender-based expectations of society, e.g., a woman dressed in traditionally male clothing or a man wearing makeup. A gender non-conforming person may or may not be a lesbian, gay, bisexual, or transgender person but may be perceived as such.
  - VI. Ethnicity. A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term "race" in that "race" refers to a grouping based mostly upon biological criteria, while "ethnicity" also encompasses additional cultural factors.
  - VII. Disability. A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.
  - VIII. National Origin. A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth. This bias may be against people that have a name or accent associated with a national origin group, participate in certain customs associated with a national origin group, or because they are married to or associate with people of a certain national origin.

**REPORTING HATE CRIMES AND INCIDENTS OF BIAS** Students, faculty, staff and visitors are encouraged to immediately report any suspected hate crimes or incidents of bias to the Campus Police by calling 864-833-8911. Hate crimes or incidents of bias can also be reported to any campus security authority, the Vice President for Justice, Equity, Diversity and Inclusion (JEDI) or the College's Diversity and Inclusion Advisory Council (DIAC). For more information regarding the DIAC please go online and visit <https://www.presby.edu/about/office-of-diversity-and-inclusion/>

## **GENERAL SAFETY TIPS SAFETY TIPS IN YOUR RESIDENCE:**

- Always keep your residence door locked and never prop it open.
- When someone is at your door, confirm who it is before you open it.
- Don't give personal information, such as your name, address, or phone number, to strangers.
- Request immediate replacement when light bulbs burn out in dark alleyways, parking lots, and hallways.
- Never post to social media when you are planning to be out of town, when you are home alone, or your home address.
- Call Campus Police at 864-833-8911 immediately to report suspicious activity, threats, or other criminal activity.

## **SAFETY TIPS ON AND AROUND CAMPUS:**

- Familiarize yourself with the security services available on campus, including campus shuttles and the Campus Police.
- Avoid shortcuts through deserted places around campus.
- Don't walk, jog, or bicycle alone at night.
- Don't accept rides from strangers and take precautions to confirm rideshare services before entering a vehicle.
- Don't ignore your gut, if you sense something is suspicious or not right, take appropriate precautions.
- When driving, park in well-lit, well-traveled areas.
- Always keep your vehicle locked.
- Look into your back seat before entering your car, and always lock your car doors upon entry.
- Immediately report suspicious persons or activities you encounter on campus by calling Campus Police at 864-833-8911.

## **RESPONDING TO AN ACTIVE SHOOTER ON CAMPUS:**

**PREVENTION** – According to the F.B.I. and U.S. Secret Service, active shooters do not just “snap.” Rather, they typically spend time planning an attack and often leak their intentions to people around them. This means that some targeted violence is preventable, if bystanders report concerning behaviors. Concerning behaviors can include:

- A fixation on a sense of having been wronged or a grievance.
- An unhealthy fascination with mass murders or weapons.
- Multiple life stressors, such as divorce or job loss.
- Anger, impulsivity, or risk taking, including substance abuse.
- Verbal or written threats or sharing violent fantasies.
- Serious, untreated mental illness, paranoia, or suicidal thoughts.

To prevent potential violence or self-harm, report concerning behaviors by calling the Campus Police (864-833-8911) or the Counseling and Health Center (864-833-8100).

**RESPONSE** – When confronted with an active shooter or violent assailant, your response may depend on a number of circumstances. The Department of Homeland Security recommends the following response options for consideration and implementation:

- **RUN:** Evacuating the affected area is always the first and best option during an attack. Have a plan for escape in mind. Think outside the box – break windows and walls if necessary to get away. Call 911 or Campus Police at 864-833-8911. Warn those around you as you evacuate.
- **HIDE:** If escape is not an option, hide in an area out of the attacker’s view. Lock, and if possible, barricade doors. Notify Campus Police and call 911.
- **FIGHT:** As a last resort, do whatever it takes to save your life and the lives of others. Fight back as a group. Consider using improvised weapons, such as a fire extinguisher, belt, or other object. Look for opportunities to go on the offensive, such as when the shooter is reloading or distracted.

# ANNUAL CRIME STATISTICS

| <b>PRESBYTERIAN COLLEGE - CLERY CRIME STATISTICS 2019 – 2021</b> |             |                  |                                |                   |                        |
|--|-------------|------------------|--------------------------------|-------------------|------------------------|
| <b>Criminal Offense</b>  | <b>Year</b> | <b>On Campus</b> | <b>On Campus - Residential</b> | <b>Non Campus</b> | <b>Public Property</b> |
| <b>Murder</b>  | <b>2019</b> | 0                | 0                              | 0                 | 0                      |
|  | <b>2020</b> | 0                | 0                              | 0                 | 0                      |
|  | <b>2021</b> | 0                | 0                              | 0                 | 0                      |
| <b>Manslaughter by Negligence</b>                                | <b>2019</b> | 0                | 0                              | 0                 | 0                      |
|  | <b>2020</b> | 0                | 0                              | 0                 | 0                      |
|  | <b>2021</b> | 0                | 0                              | 0                 | 0                      |
| <b>Rape</b>  | <b>2019</b> | 1                | 1                              | 0                 | 0                      |
|  | <b>2020</b> | 0                | 0                              | 0                 | 0                      |
|  | <b>2021</b> | 0                | 0                              | 0                 | 0                      |
| <b>Fondling</b>  | <b>2019</b> | 0                | 0                              | 0                 | 0                      |
|  | <b>2020</b> | 0                | 0                              | 0                 | 0                      |
|  | <b>2021</b> | 0                | 0                              | 0                 | 0                      |
| <b>Incest</b>  | <b>2019</b> | 0                | 0                              | 0                 | 0                      |
|  | <b>2020</b> | 0                | 0                              | 0                 | 0                      |
|  | <b>2021</b> | 0                | 0                              | 0                 | 0                      |
| <b>Statutory Rape</b>  | <b>2019</b> | 0                | 0                              | 0                 | 0                      |
|  | <b>2020</b> | 0                | 0                              | 0                 | 0                      |
|  | <b>2021</b> | 0                | 0                              | 0                 | 0                      |
| <b>Robbery</b>   | <b>2019</b> | 0                | 0                              | 0                 | 0                      |
|  | <b>2020</b> | 0                | 0                              | 0                 | 0                      |
|  | <b>2021</b> | 0                | 0                              | 0                 | 0                      |
| <b>Aggravated Assault</b>  | <b>2019</b> | 0                | 0                              | 0                 | 0                      |
|  | <b>2020</b> | 0                | 0                              | 0                 | 0                      |
|  | <b>2021</b> | 1                | 1                              | 0                 | 0                      |
| <b>Burglary</b>  | <b>2019</b> | 11               | 10                             | 0                 | 0                      |
|  | <b>2020</b> | 11               | 11                             | 0                 | 0                      |
|  | <b>2021</b> | 4                | 4                              | 0                 | 0                      |
| <b>Motor Vehicle Theft</b>                                       | <b>2019</b> | 0                | 0                              | 0                 | 0                      |
|  | <b>2020</b> | 0                | 0                              | 0                 | 0                      |
|  | <b>2021</b> | 3                | 0                              | 0                 | 0                      |
| <b>Arson</b>   | <b>2019</b> | 0                | 0                              | 0                 | 0                      |
|  | <b>2020</b> | 0                | 0                              | 0                 | 0                      |
|  | <b>2021</b> | 0                | 0                              | 0                 | 0                      |



| <b>PRESBYTERIAN COLLEGE - CLERY CRIME STATISTICS 2018 – 2020<br/>VIOLENCE AGAINST WOMEN ACT CRIMES</b> |      |           |                         |            |                 |
|--|------|-----------|-------------------------|------------|-----------------|
| Criminal Offense   | Year | On Campus | On Campus - Residential | Non Campus | Public Property |
| Dating Violence  | 2019 | 1         | 1                       | 0          | 0               |
|  | 2020 | 1         | 1                       | 0          | 0               |
|  | 2021 | 1         | 1                       | 0          | 0               |
| Domestic Violence  | 2019 | 0         | 0                       | 0          | 0               |
|  | 2020 | 0         | 0                       | 0          | 0               |
|  | 2021 | 0         | 0                       | 0          | 0               |
| Stalking   | 2019 | 2         | 2                       | 0          | 0               |
|  | 2020 | 1         | 1                       | 0          | 0               |
|  | 2021 | 0         | 0                       | 0          | 0               |

| <b>PRESBYTERIAN COLLEGE – ARRESTS &amp; REFERRALS 2018 – 2020</b> |      |           |                         |            |                 |
|---|------|-----------|-------------------------|------------|-----------------|
| Criminal Offense  | Year | On Campus | On Campus - Residential | Non Campus | Public Property |
| Liquor Law Arrests  | 2019 | 6         | 0                       | 0          | 0               |
|   | 2020 | 2         | 0                       | 0          | 2               |
|   | 2021 | 0         | 0                       | 0          | 0               |
| Liquor Law Referrals  | 2019 | 64        | 27                      | 0          | 0               |
|   | 2020 | 24        | 18                      | 0          | 0               |
|   | 2021 | 15        | 15                      | 0          | 0               |
| Drug Law Arrests  | 2019 | 10        | 2                       | 0          | 0               |
|   | 2020 | 1         | 0                       | 0          | 1               |
|   | 2021 | 0         | 0                       | 0          | 0               |
| Drug Law Referrals  | 2019 | 15        | 12                      | 0          | 0               |
|   | 2020 | 24        | 22                      | 0          | 0               |
|   | 2021 | 5         | 5                       | 0          | 0               |
| Weapons Law Arrests   | 2019 | 1         | 0                       | 0          | 0               |
|   | 2020 | 0         | 0                       | 0          | 0               |
|   | 2021 | 0         | 0                       | 0          | 0               |
| Weapons Law Referrals   | 2019 | 3         | 1                       | 0          | 3               |
|   | 2020 | 0         | 0                       | 0          | 0               |
|   | 2021 | 0         | 0                       | 0          | 0               |

| OFFENSE          | YEAR | TOTAL | OFFENSE     | YEAR | TOTAL |
|------------------|------|-------|-------------|------|-------|
| Unfounded Crimes | 2019 | 1     | Hate Crimes | 2019 | 2*    |
|                  | 2020 | 0     |             | 2020 | 0     |
|                  | 2021 | 0     |             | 2021 | 0     |

\*In 2019, there were 2 incidents of Intimidation reported based on Race and National Origin

## **FIRE SAFETY REPORT**

Campus facilities that have been newly constructed (i.e. New Upper Class Housing) and those facilities which have been renovated (i.e. Laurens Hall, Bailey Hall, Springs Fitness Center) have the newest fire detection and suppression systems. All campus buildings are equipped with fire detection and alarm systems, which are monitored by the Alarm Monitoring Center 24 hours a day. Fire Alarm notifications are transmitted to Campus Police Department via Laurens Central Dispatch (Laurens County 911 Center). Most Resident Buildings and Academic Buildings have fire suppression sprinkler systems. Presbyterian College takes fire safety seriously and expects students to take personal responsibility for their own fire safety.

**EDUCATION AND PREVENTION** PC conducts a fire drill in each residential unit at least once per semester. Campus Police and Residence Life provide fire safety education and training to Resident Assistants (RAs) that includes building fire protection features, fire prevention and emergency evacuation procedures. Resident students attend orientation training facilitated by RAs and review information on fire evacuation and fire prevention, including a list of prohibited items. The Campus Police Department periodically provides fire safety training to maintenance and custodial staff. Training includes fire extinguisher use, emergency procedures, hot work program and fire safety inspection protocol.

### **FIRE ALARM EVACUATION PROCEDURES**

- When the alarm sounds, leave the building immediately.
- Alert others to the emergency and ask if they will need help in an evacuation.
- Do not use elevators unless instructed to do so by emergency personnel.
- Go to an Emergency Assembly Point or an area at least 300 feet from the building.
- All building evacuations will occur when an alarm or voice notification sounds continuously and/or upon notification by emergency personnel or by the Campus Police Department. If necessary or if directed to do so by a designated emergency official, activate the building alarm. Be aware of people with disabilities in your area that might require assistance in an emergency evacuation. It is recommended that persons with disabilities prepare for emergencies by learning the locations of exit corridors and by informing co-workers, professors, and/ or classmates of best methods of assistance during an emergency.
- Do not return to an evacuated building until advised by the Fire Department or Campus Police.

### **HOUSING POLICIES**

No student shall set or cause to be set any unauthorized fire in or on College property. The minimum sanction for intentionally setting a fire will be a \$750 fine, restitution for any damages, and suspension from the College. A student may also be subject to expulsion from campus housing. In addition, there may be an investigation by local arson officials and if the offense is determined to be in violation of a federal, state, or local law, the student could be subject to civil or criminal prosecution. No student shall intentionally cause a false fire alarm. The minimum

sanction for intentionally causing a false fire alarm shall be a \$200 fine and suspension from the College. In addition, if the offense is determined to be in violation of a federal, state or local law, the student could be subject to civil or criminal prosecution.

Students may be held responsible for inadvertently causing a false fire alarm. No student shall tamper with fire safety equipment (e.g., fire extinguishers, smoke detectors, sprinkler systems, etc.). A student who tampers in any way with any type of fire safety equipment will be subject to a minimum \$200 fine and possible criminal charges. This includes tampering with or damaging smoke detectors within campus housing or hallways. Should a smoke detector within a housing assignment malfunction; the problem should be immediately reported to Campus Police at 864-833-8911.

All persons must vacate campus housing when an alarm sounds. Regularly unannounced fire drills are required by state fire regulations and all persons in campus housing must participate in the drills when they occur. When a smoke alarm sounds in an individual room, the resident should notify Campus Police immediately (even in the case of false or accidental alarms). Campus Police can then respond and investigate, and reset the system and/or arrange for any repairs to be made. Failure to vacate a residence hall room or apartment in the event of a fire alarm or drill will result in a \$200 fine. Subsequent offenses will result in a doubling of the previous fine.

Students may not block the fire exits of any campus building for any reason.

No student shall possess or use fireworks on College property. Fireworks are defined as any substance prepared for the purpose of producing a visible or audible effect by combustion, explosion, or detonation.

Any alleged violation of College Fire Hazard regulations may also be adjudicated as a violation of the Student Conduct Code policy on Fire Safety. Residence hall and apartment hallways, stairwells, and landings are to remain free of any materials at all times.

The Housing and Residence Life staff reserves the right to remove and dispose of any articles in these areas at any time. Grills or other flammable devices are prohibited in or near campus housing (including porches and balconies). This includes, but is not limited to gas cans, charcoal, lighter fluid, and grills. Extension cords are prohibited in campus housing. The suggested alternative is a power strip with an internal safety circuit breaker. Housing units have finite limits on the capacities of their electrical systems. Overloading the systems can present a fire hazard. Only sealed-unit appliances such as coffeemakers, popcorn poppers and George Foreman grills (the small ones) are permitted in student rooms.

The following may not be used in student rooms: open-faced electrical or heating appliances (such as broilers, space heaters or toaster ovens). The following items are prohibited in campus housing: mopeds/ scooters, any type of flammable fuel or substance (i.e. gas, butane, propane), candles, oil lamps, incense or lamps with halogen bulbs, pre-lit trees, fiber optic trees/lights, electric blankets, live trees or live garland. No flags or other coverings may be placed under or over electric lights, heat-actuating fire detection devices, smoke detectors, or fire extinguishers in

campus housing. Covering or hanging anything on or near sprinkler heads is prohibited. The minimum sanction for possessing any prohibited items will be a \$100 fine and/or fire safety education. Additional information may be found in the Garnet Handbook, which is available online at: <https://www.presby.edu/doc/GarnetBook.pdf>

## **FIRE SAFETY INSPECTIONS**

To minimize chances for fire or other destruction to property and/or bodily injury, announced and unannounced fire safety inspections will be conducted to focus on potentially hazardous situations within campus housing areas. Residents will be notified regarding hazards and will be given 24 hours to correct the hazard. Failure to correct the hazard may result in a sanction. The Campus Police Department and/or the Clinton Fire Department conduct inspections of all campus facilities annually and more often if there is a specific issue. Smoking and all open flames are prohibited in all student-housing buildings.

## **REPORTING A FIRE**

Students must immediately report all fires by calling 911 or notifying the Campus Police Department at 864-833-8911. Presbyterian College Campus Police Officers and Campus Services Personnel engage in evaluating fire safety and in checking compliance with fire codes and best practices.

# Annual Fire Statistics

| <b>RESIDENCE HALL FIRE SAFETY SYSTEMS</b> |            |           |                 |                   |                             |                                       |
|---|------------|-----------|-----------------|-------------------|-----------------------------|---------------------------------------|
| Residential Facility                      | Fire Alarm | Sprinkler | Smoke Detection | Fire Extinguisher | Evacuation Plans & Placards | Number of Annual Fire Drills Required |
| Bailey Hall                               | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |
| Barron Hall                               | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |
| Belk Hall                                 | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |
| Broad Street House                        | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |
| Carol International House                 | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |
| Calhoun House                             | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |
| Clinton House                             | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |
| Grotnes Hall                              | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |
| Georgia Hall                              | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |
| Laurens Hall                              | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |
| Liberty House                             | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |
| Reynolds House                            | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |
| Scottish Arms Apartments                  | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |
| Senior Hall                               | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |
| Senior Townhouses                         | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |
| Smyth Hall                                | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |
| ASP Fraternity                            | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |
| KA Fraternity                             | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |
| PKA Fraternity                            | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |
| PKP Fraternity                            | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |
| SN Fraternity                             | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |
| TC Fraternity                             | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |
| Upperclassmen Housing                     | Yes        | Yes       | Yes             | Yes               | Yes                         | 4                                     |

## SUMMARY OF FIRES

| Residential Facility      | Year | Number of Fires | Cause of Fires | Injuries | Deaths | Estimated Property Damage |
|---------------------------|------|-----------------|----------------|----------|--------|---------------------------|
| Bailey Hall               | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2021 | 0               | NA             | 0        | 0      | 0                         |
| Barron Hall               | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2021 | 0               | NA             | 0        | 0      | 0                         |
| Belk Hall                 | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2021 | 0               | NA             | 0        | 0      | 0                         |
| Broad Street House        | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2021 | 0               | NA             | 0        | 0      | 0                         |
| Carol International House | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2021 | 0               | NA             | 0        | 0      | 0                         |
| Calhoun House             | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2021 | 0               | NA             | 0        | 0      | 0                         |
| Clinton House             | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2021 | 0               | NA             | 0        | 0      | 0                         |
| Grotnes Hall              | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2021 | 0               | NA             | 0        | 0      | 0                         |
| Georgia Hall              | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2021 | 0               | NA             | 0        | 0      | 0                         |
| Laurens Hall              | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2021 | 0               | NA             | 0        | 0      | 0                         |
| Liberty House             | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2021 | 0               | NA             | 0        | 0      | 0                         |
| Reynolds House            | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2021 | 0               | NA             | 0        | 0      | 0                         |
| Scottish Arms Apartments  | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                           | 2021 | 0               | NA             | 0        | 0      | 0                         |

**SUMMARY OF FIRES  
(CONTINUED)**

| Residential Facility  | Year | Number of Fires | Cause of Fires | Injuries | Deaths | Estimated Property Damage |
|-----------------------|------|-----------------|----------------|----------|--------|---------------------------|
| Senior Hall           | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                       | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                       | 2021 | 0               | NA             | 0        | 0      | 0                         |
| Senior Townhouses     | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                       | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                       | 2021 | 0               | NA             | 0        | 0      | 0                         |
| Smyth Hall            | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                       | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                       | 2021 | 0               | NA             | 0        | 0      | 0                         |
| ASP Fraternity        | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                       | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                       | 2021 | 0               | NA             | 0        | 0      | 0                         |
| KA Fraternity         | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                       | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                       | 2021 | 0               | NA             | 0        | 0      | 0                         |
| PKA Fraternity        | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                       | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                       | 2021 | 0               | NA             | 0        | 0      | 0                         |
| PKP Fraternity        | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                       | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                       | 2021 | 0               | NA             | 0        | 0      | 0                         |
| SN Fraternity         | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                       | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                       | 2021 | 0               | NA             | 0        | 0      | 0                         |
| TC Fraternity         | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                       | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                       | 2021 | 0               | NA             | 0        | 0      | 0                         |
| Upperclassmen Housing | 2019 | 0               | NA             | 0        | 0      | 0                         |
|                       | 2020 | 0               | NA             | 0        | 0      | 0                         |
|                       | 2021 | 0               | NA             | 0        | 0      | 0                         |