

PRESBYTERIAN COLLEGE
CRIME & FIRE REPORT



2017
www.presby.edu

CAMPUS CRIME REPORT AND DRUG AND ALCOHOL POLICY

MAY 2017

Federal law requires the colleges to tell the campus community about the risks of crime and drug use. The first portion of this booklet carries the Campus Safety Report as required by the Federal Crime Awareness and Campus Security Act of 1990. The second portion mandated by the Federal Drug-Free Schools and Communities Act of 1989, explains the College's policy on alcohol and illegal drugs. Please read these reports and use the information to help foster a healthy and safe environment for yourself and others on campus.

CAMPUS SAFETY REPORT

The information in this publication is in compliance with requirements set forth under the Student Right-to-Know and Campus Security Act of 1990 (Title II - Public Law 101-542 Nov. 1990). This report is updated on an annual basis and is on the College website for all college students and employees to view. Upon request this report will also be provided to any applicant for enrollment or employment.

SECURITY AWARENESS AND CRIME PREVENTION PROGRAMS

The College provides the following services and programs to improve safety on campus and to educate the community about security issues:

- 1) Escort Service**—Campus Police provides an escort service for students, faculty and staff walking on campus or to and from their on campus residence when requested. Students, staff and faculty are asked to walk with others when possible and to choose paths that are well lit.
- 2) New Student Orientation**—Crime prevention materials are provided and questions are answered during new student orientation meetings.
- 3) Personal Safety**—Sessions on personal safety, crime and violence prevention, crisis and emergency management planning, threat assessment, dorm safety, rape prevention, introductory self-defense, fire and life safety, and first aid/CPR are offered on campus. Contact Campus Police at 833-8301 for more information.
- 4) Community Hall Security**—Hall security and safety is routinely discussed in all hall meetings.
- 5) Emergency Telephones**—Campus phones are located around campus.
- 6) Electronic Systems**—Campus Police monitors intrusion and fire alarms, campus wide, with the help of a computerized monitoring system. Access into certain facilities, including community halls, is controlled through use of a card key access control system.
- 7) Operation Identification**—Students are strongly encouraged to mark valuables with a driver's license number and to record serial numbers on forms provided by Campus Police.

- 8) **Crime Prevention Material** —Brochures and posters related to substance abuse, personal safety, seat belt use, motor vehicle and bicycle theft prevention, and residence and office security are available for distribution campus wide.
- 9) **Community Notification of Criminal Activity** —The Campus Police Department routinely notifies the campus community of ongoing security concerns by sending out campus wide e-mails or text messages. If circumstances warrant, specially printed crime alerts will be prepared and distributed campus wide.

HOW TO REPORT A CRIME OR EMERGENCY

To report a crime or an emergency on campus, call Campus Police. For anonymous reporting, email your report to CampusPolice@presby.edu. Campus Police officers respond to all reports of crimes and emergencies and complete an “Incident Report” for any crime occurring on or adjacent to College property. As a service to the campus community, some reports are made available, free of charge, to a complainant to assist in the filing of an insurance claim. Crime (incident) reports can be made at any time.

Call Campus Police if:

Someone is injured or ill;

You see fire or smell smoke;

You see something suspicious;

Someone is hurting another;

You see someone stealing something
or vandalizing property;

You have something stolen;

You are not sure if the police are needed.

Call to let us respond and assess the situation.

Call quickly. Don't assume someone else has made the call. Try to provide accurate, detailed information about the problem.

STAY ON THE LINE until Campus Police says it is OK to hang up. Depending upon the type of emergency the Campus Police officer may also request assistance from Clinton Public Safety or an ambulance company. The Campus Police “Hot Line” to report an emergency from on campus phones is extension 8911. Simply dial 8911 and you will be routed to the Campus Police emergency telephone line.

HOW TO CONTACT CAMPUS POLICE:

- **8911** (from on-campus) for emergency help
- **8301** (from on-campus) for non-emergency assistance
- **864.833.8911** (from off-campus) for emergency help
- **864.833.8301** (from off-campus) for non-emergency assistance

CAMPUS POLICE

Campus Police serves all students, staff, faculty, and guests of Presbyterian College. All criminal offenses occurring on-campus or at College controlled property should be reported to Campus Police. The department operates twenty-four hours a day, seven days a week and is staffed by certified police officers. Full-time staff includes a Director of Campus Police, six Campus Police Officers and one administrative assistant. Officers conduct foot, vehicle, and at times, bike patrols on-campus and in the neighborhood adjacent to campus. The department is charged with the enforcement of applicable federal, state, and local laws, and college policies and regulations. The Campus Police Department works cooperatively with Clinton Public Safety and other law enforcement agencies to ensure the safety of the campus community and may ask for assistance when a crime has been reported.

ACCESS TO CAMPUS FACILITIES

Most campus buildings and facilities are accessible during normal business hours, excluding holidays. Athletic facilities, computer labs, library, and other select college service areas have varying hours of operation. Since the College cannot ensure that unauthorized persons will not enter into Community halls, students are strongly encouraged to lock their room doors at all times. All exterior doors are locked. Hall access requires the use of an ID card which also acts as an “electronic” key. The college has an inter-visitation policy (which limits the hours friends of opposite sexes may visit in a Community hall room). The violation of this policy may result in disciplinary proceedings. Community hall policies may be found in the student handbook the Knapsack.

MAINTENANCE OF CAMPUS FACILITIES

Campus Police Officers, as part of their general patrol procedure, generate a work order to Campus Services when any defective lighting or unsafe condition on campus is noted. Students, faculty and staff are encouraged to report any safety or security concerns directly to Campus Police so their safety concerns may also be addressed.

MISSING STUDENT POLICY AND PROCEDURE

Presbyterian College takes student safety very seriously. To this end, the following policy and procedure has been developed in order to assist in locating Presbyterian College student(s) living in college-owned or on-campus housing, who based on the facts and circumstances known to the College, are determined to be missing. This policy is in compliance with Section 488 of the Higher Education Act of 2008.

Most missing person reports in the college environment result from a student changing their routine without informing their roommates and/or friends of the change. Anyone who believes a student to be missing should report their concern to Campus Police or the Community Life staff. Every report made will be followed up with an immediate investigation.

Depending on the circumstances presented to College officials, parents of a missing student will be notified. In the event that parental notification is necessary, the Dean of Students will place the call.

At the beginning of each academic year, residential students will be asked to provide emergency contact information in the event they are reported missing while enrolled at Presbyterian College. This emergency information will be kept in the Office of Community Life and will be updated annually.

GENERAL PROCEDURE:

- 1) The Presbyterian College official receiving the report will collect and document the following information at the time of the report:
 - a) The name and relationship of the person making the report.
 - b) The date, time and location the suspected missing student was last seen.
 - c) The general routine or habits of the suspected missing student (e.g. – visiting friends who live off-campus, working a job away from campus) including any recent changes in behavior or demeanor.
 - d) The suspected missing student's cell phone number (if known by the reporter).
- 2) The Presbyterian College official receiving the report will contact the Community Life staff Administrator on Duty (AOD) and the Dean of Students in order to update them on the situation and to receive additional consultation. The Dean of Students will ascertain if/when other members of the Cabinet and the Director of Communications need to be contacted.
- 3) Upon notification from any entity that a student may be missing, Presbyterian College may use any or all of the following resources to assist in locating the student.
 - a) Call the student's room,

- b) Go to the student's Community hall room,
 - c) Talk to the student's CA, roommate, and floor mates to see if anyone can confirm the missing student's whereabouts and/or confirm the date, time, and location the student was last seen.
 - d) Secure a current student ID from Campus Police or other photo of the student from a friend.
 - e) Call and text the student's cell phone and call any other numbers on record.
 - f) Send the student an email.
 - g) Check all possible locations mentioned by the parties above including, but not limited to, library, Community hall lounges, student commons, fitness center, etc. The Campus Police Department and the Office of Community Life may be asked to assist in order to expedite the search process.
 - h) Contact or call any other on-campus or off-campus friends or contacts that are made known. This could include checking a student's social networking sites such as MySpace, Facebook and Twitter.
 - i) Ascertain the student's car make, model and license plate number. A member of Campus Police will also check all college parking lots for the presence of the student's vehicle.
- 4) The Presbyterian College Instructional Technology Staff may be asked to obtain email logs in order to determine the last login and/or access of the PC network.
- 5) Once all information is collected and documented and the Dean of Students (or her/his designee) is consulted, Campus Police may contact the local police to report the information. (Note: If in the course of gathering information as described above, foul play is evident or strongly indicated, the police can be contacted immediately.) If it is necessary to contact the local or state authorities, police procedure and protocol will be followed by the College.

SEXUAL ASSAULT

July 1 1993, amendments to the *Campus Security Act* required that all institutions of higher education have campus sexual assault programs. Institutions must also establish and publish procedures to be followed when a sex offense has occurred. Mandatory meetings for all new resident students are held at the start of the school year to discuss and examine sexual assault issues. All students are invited to attend these meetings. It is a violation of Presbyterian College regulations to commit a sexual assault (including rape). Sexual assault is attempted or unwanted sexual activity. Rape is defined as sexual penetration without mutual consent. In addition to possible civil and criminal charges, any member of the College community who is found guilty of sexual assault will be subject to disciplinary procedures. Termination of employment or dismissal from school is the maximum penalty the college may impose.

Victims of rape or sexual assault are strongly encouraged to take some type of action following the incident. The College's primary concern is that a victim receives proper medical attention and counseling. Victims may contact any of the following resources for confidential information concerning counseling, mental health, or medical services:

- Presbyterian College Campus Police: 864.833.8911
- Campus Health Center: 864-833-8400
- Campus Chaplain: 864.833.8263
- Campus Counseling Center: 864.833.8100
- Any College Community Hall Director
- Sexual Trauma and Counseling Center Serving Greenwood, Abbeville and Laurens counties 115 East Alexander Avenue, P.O. Box 693 Greenwood, SC 29648 864.227.1623 or toll free 888.297.4546

Sexual Assault Support Services

Presbyterian College is an academic community committed to the goal of educating men and women to become responsible citizens and leaders in society. The college aims to develop individual excellence and to prepare students for life during and after college. Student Services, Campus Police and Counseling Services Departments all provide educational programs. PC is committed to having a campus environment which will neither tolerate nor condone sexual violence.

The PC Campus Police Department staff is available on a 24 hour basis to receive and investigate reports of rape and sexual assault, assist and accompany victim in securing medical attention, participate in evidence preservation and collection, conduct investigations, and inform the victim of legal and administrative options both on and off campus.

What to do if you are a victim of sexual violence:

- Find a friend for support.
- Get medical attention. A physical examination will help to assure that any injuries will be identified and treated and that sexually transmitted disease testing will be provided and followed up. Do not bath, shower, douche or change clothes before the exam.
- Evidence may be obtained and kept in case the victim decides to pursue criminal charges.
- Report the crime. The decision to report is the victim's. There are several ways to take action, criminal prosecution or through the College's disciplinary system or both. Contact the Campus Police or Vice President for Student Life.
- Seek counseling. Support through a trained counselor can help the victim understand and work through the trauma.
- The Office of Student Life is responsible for College disciplinary

procedures following a report of rape or sexual assault between students. Both accuser and accused are entitled to have an advisor present at all hearings and proceedings. Both parties shall be informed of the outcome of any disciplinary hearing. Possible sanctions for being found guilty include but are not limited to, expulsion, probation, counseling and other sanctions as deemed appropriate by the hearing body. The victim's academic and living situation will be changed upon request if reasonably available.

If you are a victim of an off campus assault, you should report this to the local police authority having jurisdiction. If you want assistance from the Campus Police Department with this process, a PC Police Officer will accompany you upon request. We provide these types of support services and have a victim advocate available to assist.

CRIME STATISTICS

The following statistics have been compiled from incidents reported to Campus Police or Clinton Public Safety during a three calendar year period. The statistics do not reflect any reports that might have been made to other departments or individuals at the College unless those individuals or departments informed Campus Police of the incident. Victims or witnesses may report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics. Pastoral or professional counselors, when acting as a counselor, are not required to report any crimes or incidents; however, the College urges its counselors to provide "statistical information" should they become aware of a sexual assault incident.

Since 1999 institutions have been required to compile and report crime statistics in four categories by location. These categories are: on-campus, in dormitories or community halls, non-campus buildings or property, and public property. The definition of a non-campus building or property is any building or property controlled by a student organization that is officially recognized by the institution. Presbyterian College does not have any property in this category, so it is not included in the crime statistics.

Campus Crime Statistics Mandated by the Clery Act

United States Code 20 Section 1092 referred to as the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act" requires all institutions of higher learning who participate in Federal Student Aid Programs will annually publish and distribute, through appropriate publications and mailings, an annual security report that contains information on campus security issues and crime statistics for the following crimes:

Campus Community: Community halls, apartments and other facilities used for student or staff housing. **Campus Other:** All non-residential facilities.

Non-Campus Property: Any building or property owned or controlled by an institution of higher education that is used in direct support of, or in relation to, the institution's educational purpose; or, is frequently used by students and is not within the same reasonably contiguous geographic area of the institution. The campus has several off-campus facilities used by the College.

Public Property: There is no public property within the campus boundaries.

Available information on summary of crimes and incidents

1. When a serious crime occurs a special bulletin will be posted on the College website in addition to notification of various campus offices and personnel, and notification to students by the Rave System via email and text message.
2. Heard a rumor and want the facts? Call Campus Police, at 833-8301.

EXPLANATION OF REPORTED CRIMES

Criminal Homicide

- 1) **Manslaughter by Negligence** - The killing of another person through gross negligence.
- 2) **Murder and Non-negligent Manslaughter** - The willful (non-negligent) killing of one human being by another.

Sex Offenses, Forcible - Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

- 1) **Forcible Rape** - The carnal knowledge of a person forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).
- 2) **Forcible Sodomy** - Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- 3) **Sexual Assault With An Object** - The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person forcibly and/or against that person's will or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- 4) **Forcible Fondling** - The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

Sex Offenses, Non-forcible - Unlawful non-forcible sexual intercourse.

- 1) **Incest** - Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- 2) **Statutory Rape** - Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Burglary - The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safe cracking; and all attempts to commit any of the fore mentioned.

Robbery - The taking or attempting to take anything of value from the care custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault - An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.

Motor Vehicle Theft - The theft or attempted theft of a motor vehicle. This includes all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned (including joyriding).

Arson - Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Hate Crimes - Crimes that manifest evidence the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity or disability as prescribed by the Hate Crimes Statistics Act and Campus Security Act.

- 1) **Larceny** - The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another
- 2) **Simple Assault** - An unlawful physical attack by one person upon another where neither offender displays a weapon, or 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.
- 3) **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

- 4) **Vandalism** - To willfully or maliciously destroy, injure, disfigure or deface any public or private property real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth or any other such means as may be specified by local law.

Liquor Law Violations - The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

Drug Abuse Violations - Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (demerol, methadones); and dangerous non-narcotic drugs (barbituates, benzedrine).

VAWA amendment - Domestic Violence, Dating Violence, and Stalking.

- 1) **Domestic violence** - includes asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.
- 2) **Dating violence** - violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship will be gauged by its length, type, and frequency of interaction.
- 3) **Stalking** - a course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others' safety, or to suffer substantial emotional distress.

Weapon Law Violations - The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

Sex Offender Notification

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a state concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a state to provide notice, as required under state law, of each institution of higher education in that state at which the person is employed, carries on a vocation, or is a student. A list of Sex Crime Offenders registered with the State of South Carolina is available through this web page. Go to <http://www.sled.state.sc.us> and click on registered sex offenders.

DRUG FREE SCHOOLS AND COMMUNITIES ACT

I. Purpose - The purpose of this statement is to demonstrate compliance with the Drug Free Schools and Communities Act Amendments of 1989 (PL 101226). This federal legislation requires Presbyterian College to publish in one document the following which demonstrates the adoption and implementation of a program to prevent the illicit use of drugs and the abuse of alcohol by its students and employees:

II. Annual Distribution - Each student and employee at Presbyterian College will receive a copy of this statement annually. Effective and efficient means of distribution for each student (regardless of the length of the student's program of study) and each employee will be adopted. An annual distribution, in writing, to each student and employee of the College shall contain the following:

- A. Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on its property or as a part of any of its activities
- B. A description of applicable legal sanctions under local, state, or federal law
- C. A description of health risks associated with the use of illicit drugs and the abuse of alcohol
- D. A clear statement of the disciplinary sanctions that Presbyterian College will impose on students and employees who use drugs and abuse alcohol.

III. Standards of Conduct

- A. The Knapsack contains rules and regulations relating to prohibited conduct by students on the Presbyterian College campus. The Knapsack also contains a listing of the Judicial Process utilized by the College in resolving cases of alleged misconduct.
- B. The following areas of misconduct for employees are taken from the Drug Free Work Place Policy of Presbyterian College:
 1. It is the policy of Presbyterian College that the work place shall be free from the illegal possession, use, manufacture, or distribution of controlled substances (as defined in the Controlled Substances Act). Controlled substances include, but are not limited to, marijuana, heroin, cocaine, and hallucinogens.
 2. The unlawful manufacture, distribution, dispensation, possession, or

use of controlled substances on property owned or controlled by Presbyterian College is prohibited. Any illegal substances discovered on College property will be turned over to the appropriate law enforcement agency and may result in criminal prosecution.

3. Off the job illegal activity or substance abuse which could have an adverse effect on an employee's job performance may be considered in violation of this policy.
4. Employees are expected to report for work and while at work to remain in condition to perform assigned duties free from the effects of controlled substances.

IV. Legal Sanctions - Presbyterian College, as a matter of policy, prohibits the commission of any act which is a violation of a criminal law of the United States, a state law, or a municipal ordinance. Laws and ordinances prohibit the unlawful manufacture, distribution, dispensation, possession, or use of illegal drugs, or controlled substances by students or employees as set forth in the South Carolina Code of Laws, Section 44-53-110 et seq; the possession of drug paraphernalia (such as "roach clips," "bongs," water pipes, cocaine spoons) as defined in South Carolina Code of Laws, Section 44-53-110 and Section 44-53-391; the non prescribed use of anabolic steroids as defined in South Carolina Code of Laws, Section 44531510 et seq; and the distribution or delivery of an imitation ("look alike") non controlled substance represented as a controlled substance as defined in South Carolina Code of Laws, Section 4453390. The College also prohibits the unlawful distribution, sale, possession, or use of alcohol by students or employees as set forth in the South Carolina Code of Laws, Title 61. The Presbyterian College Campus Police Department has authority, as set forth in the South Carolina Code of Laws, Section 23-1-60, to enforce, investigate, and take action in response to illegal activity on the campus or upon grounds under control of the College. Students are advised to familiarize themselves with the Presbyterian College Code of Conduct and other Student Life Regulations and Policies. The Department of Student Life will provide assistance in matters concerning the Code of Conduct and Student Life Regulations and Policies. Employees are advised to familiarize themselves with personnel policies. These policies can be found in the Human Resources Office in the Smith Administration Building. The Human Resources Office will provide assistance in these matters. A description of the applicable legal sanctions for the unlawful possession or distribution of illicit drugs and alcohol is contained in Appendix 3 which is copied directly from the Federal Register.

V. HEALTH RISKS

- A. Risks Associated with Alcohol Abuse** - Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident.

Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described. Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life threatening. Long term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver. Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics. Source: U.S. Department of Education, Office of Safe and Drug Free Schools, Higher Education Center for Alcohol and Other Drug Abuse and Violence Prevention, *Complying With the Drug Free Schools and Campuses Regulations [EDGAR Part 86]: A Guide for University College Administrators*, Washington, D.C., 2006. (Reprinted with permission)

B. Risks Associated with Drug Use and Abuse - At first, people may perceive what seem to be positive effects with drug use. They also may believe that they can control their use, however, drugs can quickly take over their lives. Consider how a social drinker can become intoxicated, put himself behind a wheel and quickly turn a pleasurable activity into a tragedy for him and others. Over time, if drug use continues, pleasurable activities become less pleasurable, and drug abuse becomes necessary for abusers to simply feel "normal." Drug abusers reach a point where they seek and take drugs, despite the tremendous problems caused for themselves and their loved ones. Some individuals may start to feel the need to take higher or more frequent doses, even in the early stages of their drug use. The initial decision to take drugs is mostly voluntary. However, when drug abuse takes over, a person's ability to exert self control can become seriously impaired. Brain imaging studies from drug addicted individuals show physical changes in areas of the brain that are critical to judgment, decision making, learning and memory, and behavior control. Scientists believe that these changes alter the way the brain works, and may help explain the compulsive and destructive behaviors of addiction. Addiction is defined as a chronic, relapsing brain disease that is characterized by compulsive drug seeking and use, despite harmful consequences. It is considered a brain disease because drugs change the brain's structure and how it works. These brain changes can be long lasting, and can lead to the harmful behaviors seen in people who abuse drugs. Source: National Institute on Drug Abuse. *Drug Abuse*

and Addiction (brochure), Bethesda, MD 2007. (Reprinted with permission.)

VI. AVAILABLE DRUG OR ALCOHOL COUNSELING

Counseling for chemical abuse or dependency is available through the Presbyterian College Wellness Center by arranging an appointment for personal counseling at extension 864.833.8100 or by contacting Gateway Counseling Center at 864.833.6500.

Employees seeking assistance with drug or alcohol abuse problems can get initial help and a referral to a local agency by contacting the College's Vice President of Human Resources at 864.833.3722. This assistance is free, professional and confidential.

VII. DISCIPLINARY SANCTIONS

The College's set of judicial policies, as well as sanctions for stated offenses, are found in the section entitled "Code of Conduct and Student Life Judicial Overview" located in the Knapsack. As stated in the Drug Free Work Place Policy for all employees of the College, disciplinary action which may include suspension without pay and/or termination will be taken against any employee who is found to be in violation of the policy in accordance with the College's "Guidelines for Disciplinary Action."

VIII. BIENNIAL REVIEW

The President shall appoint a committee to conduct a biennial review of its drug prevention program to determine its effectiveness, recommend needed changes and ensure that disciplinary sanctions are consistently enforced. The committee shall submit a written report to the President for his review.

APPENDIX 1

SUMMARY OF CITY LAWS CONCERNING ALCOHOL

(Note: These laws are subject to change.)

Section 62

– It is unlawful for any person to be in a drunken condition in any public place, upon the premises of any place of business whether within or without a building, or upon any street or sidewalk or in any vehicle at any such place within the corporate limits of the city. (Code 1977, § 35)

Section 63

– It shall be unlawful for any person to drink or consume any alcoholic beverage, including, but not limited to, beer, wine or other types of intoxicating beverages, outside the licensed premises in which such alcoholic beverages are sold, including city streets and sidewalks. (Code 1977, § 35)

APPENDIX 2

SUMMARY OF STATE LAWS CONCERNING ALCOHOL AND DRUGS

(Note: These laws are subject to change.)

Go to <http://www.scstatehouse.net/code/statmast.htm> for all state laws related to alcohol and drugs.

SECTION 56-12-86

(A) The Department of Motor Vehicles must suspend the driver's license, permit, or nonresident operating privilege of, or deny the issuance of a license or permit to a person under the age of twenty one who drives a motor vehicle and has an alcohol concentration of two one hundredths of one percent or more.

(B) A person under the age of twenty one who drives a motor vehicle in this State is considered to have given consent to chemical tests of his breath or blood for the purpose of determining the presence of alcohol

SECTION 61-64-20

A person who is twenty one years of age or older may transport lawfully acquired alcoholic liquors to and from a place where alcoholic liquors may be lawfully possessed or consumed; but, if the cap or seal on the container has been opened or broken, it is unlawful to transport the liquors in a motor vehicle, except in the luggage compartment or cargo area. A person who violates this section is guilty of a misdemeanor and, upon conviction, must be fined not more than one hundred dollars or imprisoned for not more than thirty days.

SECTION 61-64-070

It is unlawful for a person to transfer or give to a person under the age of twenty one years for the purpose of consumption alcoholic liquors at any place in the State. A person who violates this section is guilty of a misdemeanor and, upon conviction, must be fined not more than two hundred dollars or imprisoned not more than thirty days.

SECTION 61-64-075

It is unlawful for a person who purchases alcoholic liquors while on licensed premises to give the alcoholic liquors to a person to whom it cannot lawfully be sold on the premises. A person who violates the provisions of this section, upon conviction: (1) for a first offense, must be fined not less than two hundred dollars nor more than three hundred dollars or imprisoned not more than thirty days, or both; and (2) for a second or subsequent offense, must be fined not less than four hundred dollars nor more than five hundred dollars or imprisoned not more than thirty days, or both.

SECTION 61-64-080

(A) A person engaged in the sale of alcoholic liquors who knowingly sells the liquors to a person under the age of twenty one is guilty of a misdemeanor and must, upon conviction, be fined not less than one hundred dollars nor more than two hundred dollars or imprisoned not less than thirty days nor more than sixty days, or both, in the

discretion of the court.

(B) Failure of a person to require identification to verify a person's age is prima facie evidence of the violation of this section.

SECTION 61-460

It is unlawful for a person to whom beer or wine cannot be lawfully sold to knowingly give false information concerning his age for the purpose of purchasing beer or wine. A person who violates the provisions of this section, upon conviction, must be fined not less than fifty no more than one hundred dollars or be imprisoned for not more than thirty days.

SECTION 61-480

It is unlawful for a person who purchases beer or wine while on licensed premises to give the beer or wine to a person to whom beer or wine cannot lawfully be sold, for consumption on the premises. A person who violates this section must, upon conviction, be fined not less than fifty no more than one hundred dollars or imprisoned for not more than thirty days.

SECTION 61-490

It is unlawful for a person to transfer or give to a person under the age of twenty one years for the purpose of consumption beer or wine at any place in the State. A person who violates this section is guilty of a misdemeanor and, upon conviction, must be fined not more than two hundred dollars or imprisoned not more than thirty days. A person found guilty of a violation of Section 6164070 and this section may not be sentenced under both sections for the same offense.

SECTION 61-41-10

It is unlawful for a person to have in his possession, except in the trunk or luggage compartment, beer or wine in an open container in a motor vehicle of any kind while located upon the public highways or highway rights of way of this State.

SECTION 61-64-720

A person who drinks alcoholic liquors in a public conveyance in this State is considered guilty of a misdemeanor and, upon conviction, must be fined not more than one hundred dollars or be imprisoned not more than thirty days. This section does not apply to a railroad dining or club car or to an aircraft of a commercial airline transporting passengers for hire.

SECTION 56-52-930

It is unlawful for a person to drive a motor vehicle within this State while: (1) under the influence of alcohol to the extent that the person's faculties to drive are materially and appreciably impaired; (2) under the influence of any other drug or a combination of other drugs or substances which cause impairment to the extent that the person's faculties to drive are materially and appreciably impaired; or (3) under the combined influence of alcohol and any other drug or drugs or

substances which cause impairment to the extent that the person's faculties to drive are materially and appreciably impaired.

SECTION 56-52-933

It is unlawful for a person to drive a motor vehicle within this State while his alcohol concentration is eight one hundredths of one percent or more. A person who violates the provisions of this section is guilty of the offense of Driving With An Unlawful Alcohol Concentration. A person may be charged for a violation of Section 5652930 but prosecuted pursuant to this section if the original testing of the person's breath or collection of other bodily fluids was performed within two hours of the time of arrest and articulable suspicion existed to justify the traffic stop. This section does not apply to cases arising out of a stop at a traffic roadblock or driver's license checkpoint. A person shall not be prosecuted for both a violation of SECTION 56-52-930 and a violation of this section for the same incident. A person who violates the provisions of this section is entitled to a jury trial and is afforded the right to challenge certain factors including, but not limited to, the following: (1) whether or not the person was lawfully arrested or detained; (2) whether or not articulable suspicion existed to justify the stop; (3) the period of time between arrest and testing; (4) whether or not the person was advised in writing of the rights enumerated in SECTION 56-52-950; (5) whether the person consented to taking a test pursuant to SECTION 56-52-950, and the: (a) reported alcohol concentration at the time of testing was eight one hundredths of one percent or more; (b) individual who administered the test or took samples was qualified pursuant to SECTION 56-52-950; (c) tests administered and samples obtained were conducted pursuant to SECTION 56-52-950 and regulations adopted pursuant to SECTION 56-52-951(Q) and SECTION 56-52-953(F); and (d) machine was working properly. Nothing contained in this section prohibits the introduction of: (1) the results of any additional tests of the person's breath or other bodily fluids; (2) any evidence that may corroborate or question the validity of the breath or bodily fluid test result including, but not limited to: (a) evidence of field sobriety tests; (b) evidence of the amount of alcohol consumed by the person; and (c) evidence of the person's driving; (3) a videotape of the person's conduct at the incident site and breath testing site taken pursuant to SECTION 56-52-953 which is subject to redaction under the South Carolina Rules of Evidence; or (4) any other evidence of the state of a person's faculties to drive which would call into question the results of a breath or bodily fluid test. At trial, a person charged with a violation of this section is entitled to a jury instruction stating that the factors enumerated above and the totality of the evidence produced at trial may be used by the jury to determine guilt or innocence. A person charged with a violation of this section

must be given notice of intent to prosecute under the provisions of this section at least fourteen days before his trial date.

SECTION 56-529-45 (Felony DUI)

(A) A person who, while under the influence of alcohol, drugs, or the combination of alcohol and drugs, drives a vehicle and when driving does any act forbidden by law or neglects any duty imposed by law in the driving of the vehicle, which act or neglect proximately causes great bodily injury or death to a person other than himself, is guilty of a felony and upon conviction must be punished: (1) by a mandatory fine of not less than five thousand one hundred dollars nor more than ten thousand one hundred dollars and mandatory imprisonment for not less than thirty days nor more than fifteen years when great bodily injury results; (2) by a mandatory fine of not less than ten thousand one hundred dollars nor more than twenty five thousand one hundred dollars and mandatory imprisonment for not less than one year nor more than twenty five years when death results. A part of the mandatory sentences required to be imposed by this section must not be suspended, and probation must not be granted for any portion.

(B) As used in this section, "great bodily injury" means bodily injury which creates a substantial risk of death or which causes serious, permanent disfigurement, or protracted loss or impairment of the function of any bodily member or organ. The Department of Motor Vehicles must suspend the driver's license of a person who is convicted or who receives sentence upon a plea of guilty or nolo contendere pursuant to this section for a period to include a term of imprisonment plus three years.

(C) One hundred dollars of each fine imposed pursuant to this section must be placed by the Comptroller General into a special restricted account to be used by the Department of Public Safety for the Highway Patrol.

SECTION 44-53-445

(A) It is a separate criminal offense for a person to distribute, sell, purchase, manufacture, or to unlawfully possess with intent to distribute, a controlled substance while in, on, or within a one half mile radius of the grounds of a public or private elementary, middle, or secondary school; a public playground or park; a public vocational or trade school or technical educational center; or a public or private college or university.

SECTION 44-53-40

(A) It is unlawful for a person to obtain or attempt to obtain a drug or device as defined by Section 392320, or any pharmaceutical preparation, chemical, or chemical compound that is restricted in regard to its sale at retail by: (1) fraud, deceit, misrepresentation, or subterfuge; (2) forgery or alteration of a prescription; (3) falsification in any manner of any record of sale required by law; (4) use of a false name

or the giving of a false address; (5) concealment of a material fact; or (6) falsely assuming the title of or representing himself to be a person authorized by the laws of this State to possess such drugs, pharmaceutical preparations, chemicals, chemical compound, or devices.

(B) A person who violates this section is guilty of a misdemeanor and, upon conviction, must be fined not more than five hundred dollars or imprisoned not more than two years, or both for a first offense. Conviction for a second or subsequent offense is a felony and the person must be fined not more than two thousand dollars or imprisoned not more than five years, or both.

SECTION 44-53-370

(A) It shall be unlawful for any person to (1) manufacture, distribute, dispense, deliver, purchase, aid, abet, attempt, or conspire to manufacture, distribute, dispense, deliver, or purchase, or possess with the intent to manufacture, distribute, dispense, deliver, or purchase a controlled substance or a controlled substance analogue; (2) to create, distribute, dispense, deliver, or purchase, or aid, abet, attempt, or conspire to create, distribute, dispense, deliver, or purchase, or possess with intent to distribute, dispense, deliver, or purchase a counterfeit substance.

(B) A person who violates this subsection shall receive the following penalties:

Offense Penalty

Possession of 1 ounce or less of marijuana or 10 grams or less of hashish

1st offense – Not more than 30 days or not less than \$100 nor more than \$200.

2nd or subsequent offenses – Not more than 1 year and/or \$200 to \$1,000.

Possession of methaqualone, amphetamine, or more than 1 ounce of marijuana, or more than 10 grams of hashish

1st offense – Not more than 6 months and/or not more than \$1,000

2nd offense or subsequent offenses – Not more than 1 year and/or not more than \$2,000

Manufacture, distribution or possession with the intent to distribute

1st offense – Not more than 5 years and/or not more than \$5,000

2nd offense – Not more than 10 years and/or not more than \$10,000

3rd or subsequent offenses – Not less than 5 years nor more than 20 years and/or not more than \$20,000

Heroin – Cocaine

Offense Penalty

Possession

1st offense – Not more than 2 years and/or not more than \$5,000

2nd offense – Not more than 5 years and/or not more than \$5,000

3rd or subsequent offenses – Not more than 5 years and/or not more than \$10,000

Manufacture, distribution or possession with the intent to distribute

1st offense – Not more than 15 years and/or not more than \$25,000

2nd offense – Not less than 5 years nor more than 30 years and/or not more than \$50,000

3rd or subsequent offenses – Not less than 15 years nor more than 30 years and/or not more than \$50,000

Crack

Offense Penalty

Possession of less than 1 gram

1st offense – Not more than 5 years and not less than \$5,000

2nd offense – Not more than 10 years and not less than \$10,000

3rd or subsequent offenses – Not less than 10 years nor more than 15 years and not less than \$15,000

Manufacture, distribution, purchase or possession with intent to distribute (more than 1gram)

1st offense – Not more than 15 years and not less than \$25,000

2nd offense – Not more than 25 years and not less than \$50,000

3rd offense – Not more than 30 years and not less than \$100,000

APPENDIX 3

SUMMARY OF FEDERAL DRUG TRAFFICKING PENALTIES

(Note: These penalties are subject to change.)

Drug/Schedule Quantity Penalties Quantity Penalties

Cocaine (Schedule II) 5004999 gms mixture 5 kgs or more mixture Cocaine Base (Schedule II) 549 gms mixture 50 gms or more mixture Fentanyl 1 (Schedule II) 40399 gms mixture 400 gms or more mixture Fentanyl 1 Analogue (Schedule I) 1099 gms Mixture 100 gms or more mixture Heroin (Schedule I) 100999 gms mixture 1 kg or more mixture LSD (Schedule I) 19 gms mixture 10 gms or more mixture Methamphetamine (Schedule II) 549 gms pure or 50499 gms mixture 50 gms or more pure or 500 gms or more mixture PCP (Schedule I) 1099 gms pure or 100999 gms mixture.

First Offense: Not less than 5 yrs, and not more than 40 yrs. If death or serious injury, not less than 20 or more than life. Fine of not more than \$2 million if an individual, \$5 million if not an individual.

Second Offense: Not less than 10 yrs, and not more than life. If death or serious injury, life imprisonment. Fine of not more than \$4 million if an individual, \$10 million if not an individual. 100 gm or more impure or 1 kg or more mixture.

First Offense: Not less than 10 yrs, and not more than life. If death or serious injury, not less than 20 or more than life. Fine of not more than \$4 million if an individual, \$10 million if not an individual.

Second Offense: Not less than 20 yrs, and not more than life. If death or serious injury, life imprisonment. Fine of not more than \$8 million if an individual, \$20 million if not an individual.

Federal Trafficking Penalties – Marijuana

Drug Quantity

1st Offense - Marijuana 1,000 kg or more mixture; or 1,000 or more plants. Not less than 10 years, not more than life. If death or serious injury, not less than 20 years, not more than life. Fine not more than \$4 million if an individual, \$10 million if other than an individual. Not less than 20 years, not more than life. If death or serious injury, mandatory life. Fine not more than \$8 million if an individual, \$20 million if other than an individual Marijuana 100 kg to 999 kg mixture; or 100 to 999 plants. Not less than 5 years, not more than 40 years · If death or serious injury, not less than 20 years, not more than life· Fine not more than \$2 million if an individual, \$5 million if other than an individual. Not less than 10 years, not more than life. If death or serious injury, mandatory life · Fine not more than \$4 million if an individual, \$10 million if other than an individual Marijuana More than 10 kgs hashish 50 to 99 kg mixture More than 1 kg of hashish oil; 50 to 99 plants. Not more than 20 years. If death or serious injury, not less than 20 years, not more than life. Fine \$1 million if an individual, \$5 million if other than an individual. Not more than 30 years. If death or serious injury, mandatory life. Fine \$2 million if an individual, \$10 million if other than individual Marijuana 1 to 49 plants; less than 50 kg mixture Hashish 10 kg or less Hashish Oil 1 kg or less. Not more than 5 years. Fine not more than \$250,000, \$1 million other than individual. Not more than 10 years. Fine \$500,000 if an individual, \$2 million if other than individual.

PRESBYTERIAN COLLEGE

EMERGENCY MANAGEMENT PROCEDURES

Emergency Management and Evacuation Procedures

The Emergency Action Plan is a guide to provide the faculty, staff, and students with an emergency and crisis management system when responding to major

disasters or disturbances to the campus. All personnel designated to carry out specific responsibilities are trained to know and understand the College's policies and procedures. The Emergency Action Plan was created to meet the Occupational Safety and Health Administration Standard 29 CFR 1910.38: Emergency Action Plan. The College will operate an Incident Command System (ICS) in the event of an emergency. The Emergency Action Plan is designed to effectively coordinate the use of college and community resources to protect life and property both during and immediately following a major crisis or disturbance on or near the College. It shall be placed into operation whenever an emergency affecting the College cannot be controlled using daily operating procedures. All faculty and staff are informed of the Emergency Management Plan in the new hire introduction meeting.

Emergency Test and Evacuation Drills

The College shall participate in emergency tests or evacuation drills at least once per year to assess and evaluate emergency procedures and capabilities. The evacuation drills, table top exercises, and emergency preparedness training are done in partnership with Clinton Public Safety.

Mass Notification System

The Mass Notification System used at Presbyterian College is Rave. The system gives the ability to broadcast immediate e-mail, text, and voice-mail messages to those who have chosen to participate in the program. The College will, without delay, immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, faculty, or staff occurring on the campus. Taking into account the safety of the community, the College will determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. After the initial notification, follow-up information may be disseminated to the community via the messaging system or by e-mail, as needed.

Policy Statement for Mass Notification

Reason for Policy - Establishes the guidelines by which the PC alert system will be used for distribution of emergency alerts to students, faculty, and staff that would be affected directly by a critical incident which poses an imminent threat to their health or safety given their presence on College grounds and/or its surrounding areas.

Policy Statement - Presbyterian College maintains a subscription to a third party voice and e-mail messaging service (RAVE) that enables the college administrators to create voice and e-mail messages for emergency alerts to members of the College community and send them to a list of subscribed cell phone or other wireless device users, as well as e-mail accounts. Voice and e-mail message emergency alerts are one element of PC's comprehensive emergency

response protocol that provides for rapid notification to students, faculty, and staff about situations or events that are occurring on campus and its surrounding areas. The service is designed for those conducting regular college related business in the immediate area. The emergency messaging service with which PC has contracted requires users to opt-in to the service by subscribing their cell phone or wireless device number and e-mail address

Definition of Terms in Statement:

Emergency Alerts - Notifications regarding critical incidents that pose an imminent threat to the health or safety of the College community. Examples of such emergency incidents include, but are not limited to severe weather, hazardous materials incidents, and acts of criminal violence that broadly threaten the safety of the Clinton community.

E-mail and Voice Messages - Brief direct voice notifications received on a cellular phone or similar text-communication handheld device, and e-mails sent to the UP account and one other non-UP e-mail account.

Creation and Distribution of Emergency Messages

Designees from the following PC offices have the authority to approve dissemination of emergency messages:

1. Office of the President
2. Office of the Vice President for Student Life
3. PC Campus Police

Once approved, emergency messages will be distributed by a trained system administrator to subscribers of the messaging service prior to adoption

Follow-Up after a PC Alert Message is sent:

Notifications - Immediately after sending an emergency alert message, the designee who created the message shall notify the other designated offices that the message has been sent and shall describe the rationale for activating PC Alert. The purpose of this communication is to ensure that all offices are sharing consistent information and are not sending duplicate messages. The Emergency Response Team (ERT) will subsequently coordinate with the appropriate institutional departments, in accordance with PC's Emergency Management Plan, to communicate additional information to the College community related to the critical incident using other communication modes (e.g. e-mail, web posting, etc). The PC Alert Notification System will be tested twice per year to evaluate overall system capability and effectiveness.

HIGHER EDUCATION OPPORTUNITY ACT CAMPUS FIRE SAFETY ANNUAL COMPLIANCE REPORT

Overview

The Higher Education Opportunity Act (Public Law 110-315) became law in

August 2008. It requires all United States academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire-related on-campus statistics. The following public disclosure report details all information required by this law as it relates to Presbyterian College:

Annual Fire Safety Report

1. Fire Log: Colleges must keep a fire log that states the nature of the fire, date, time, and general location of each fire in on-campus student housing facilities. Presbyterian College complies with this rule by including all fire-related incidents in the Daily Crime and Fire Log. Information will be made available during normal business hours within two (2) business days of a request for public inspection.

2. Annual Fire Safety Report: Colleges with on-campus student housing facilities must publish annually a fire safety report that provides information on campus fire safety practices and standards. Presbyterian College complies with this regulation by including all fire-related incidents at on-campus student housing facilities as part of the Annual Security & Fire Safety Report. Information contained in this annual fire safety report includes: number and cause of fires at all on-campus student housing facilities; number of fire-related deaths; related injuries; value of fire-related property damage; information on evacuation procedures; fire safety education and training programs; fire safety systems in each student housing facility; number of regular mandatory supervised fire drills; and policies on portable electrical appliance, smoking and open flames. The Annual Security & Fire Safety Report must include three (3) years of data.*

If a fire occurs in any building, community members should immediately call 911 and then call PC Campus Police by dialing 833-8911. Clinton Public Safety will respond to all fires on campus. If a member of the College community finds evidence of a fire that has been extinguished, and the person is not sure whether Campus Police has already responded, the community member should immediately notify Campus Police to investigate and document the incident.

The campus fire alarm systems alert community members of potential hazards. Community members are required to heed an activated fire alarm system, and evacuate a building immediately. Use the nearest available exit to evacuate the building. Gather outside at either the primary or secondary Building Area of Refuge (BAR) as noted on the building's Emergency Preparedness Bulletin. Community members should familiarize themselves with the exits in each building.

When a fire alarm is activated, the elevators in most buildings will automatically recall to a pre-designated fire safe floor. Occupants should use the stairs to evacuate the building. If you are caught in the elevator, push the emergency phone button. The emergency phones in elevators on campus ring to Campus Police.

Fire Protection Equipment/Systems

All residential buildings, fraternities and college buildings are equipped with automatic fire detection and alarm systems which are monitored 24 hours a day, 365 days a year.

Health and Safety Inspections

The Department of Community Life performs residential inspections at mid-year, usually during the winter break. Residents are notified beforehand of the inspection process. The inspections are conducted to identify safety violations as well as conditions which may be detrimental to the health or well being of the wider residential community.

The inspections include a visual examination of electrical cords, sprinkler heads, smoke detectors and other life safety systems. In addition, each room is examined for the presence of prohibited items such as candles, halogen lamps, open coiled appliances, pets, and etc. Rooms are also examined for evidence of prohibited activity such as smoking in the room, removal of door closers, unauthorized door locking or alarm mechanisms, removal of security screens or other equipment, tampering with life safety equipment, and etc. This inspection also includes a general assessment of cleanliness of the room, including food and waste storage.

Conditions warranting follow up are reported to the Community Life staff members who oversee the building. Community Life staff members are expected to communicate with those residents, apply sanctions which can range from fines to expulsion from housing and to document such follow up.

The resident's signature on the Housing Services Occupancy Agreement, required in order to take occupancy, signifies their acceptance of and responsibility for abiding by residential and College policies as provided through all printed publications, websites, e-mail and other avenues. Specific Health and Safety policies and procedures are outlined in the Knapsack as well as the Occupancy Agreement. Per the agreement, Community Life staff members and CA may enter any room at any time for the purposes of inspection, establishment of order, maintenance, extermination, inventory correction, cleaning, or in case of emergency or other reasonable purposes.

Fire

Fire: Rapid oxidation of combustible material accompanied by heat, light and smoke of combustible material, which is found outside of its normal appliance, whether or not it is extinguished prior to arrival of emergency.

Fire-related Deaths: Number of persons who were fatalities because of a fire incident, including death resulting from a natural or accidental cause while

involved in fire control, attempting a rescue, or persons escaping from the fire scene (an individual who dies within one (1) year of injuries sustained as a result of a fire).

Fire-related Injuries: Number of persons receiving injuries from fire-related incidents, including an injury from a natural or accidental cause who received medical treatment at a local medical facility. This includes first responders attempting to control the fire, attempting a rescue, or persons escaping from the fire scene. Persons may include students, faculty, staff, visitors, firefighters, or any other individuals.

Estimated U.S. Dollar Loss Related to Fire Incidents: Estimated total U.S. dollar loss of both contents and structure or property destroyed because of a fire incident, not loss of business.

Evacuation Procedures Posted: When a fire alarm is activated, evacuation is mandatory. DO NOT use elevators; evacuate the building using the nearest available exit and proceed to the Building Area of Refuge (B.A.R.) to begin an accountability and assessment process.

Fire Alarms Monitored: Fire alarms are monitored 24 hours a day, seven days a week, 52 weeks a year.

Fire Safety Training Programs Delivered: A number of training programs are delivered by Fire and Emergency Services or other responsible persons of authority within the College to occupants of Community halls, fraternities and sororities concerning fire prevention and preparedness.

Buildings Equipped with Fire Alarm Systems and Smoke Detectors: Buildings have functional fire alarm systems and smoke detectors installed. Please note, all community halls, fraternities and sororities are equipped with a functional fire alarm system and smoke detectors.

Buildings Protected with Automatic Sprinkler System Throughout: Indicates an automatic sprinkler system protects all areas of a building. Please note, all community halls are equipped with sprinkler systems throughout but fraternities and the townhouses are not. Community Halls have wet-pipe automatic sprinkler systems.

Emergency Evacuation Drills (formerly known as Fire Drills): The number of supervised scheduled drills or actual events at campus community halls, fraternities or townhouses are facilitated and certified in cooperation with assigned Campus Services personnel. Various drills are conducted throughout the year to familiarize students, faculty and staff with emergency procedures and individual roles. Each year FES facilitates three (3) emergency drills targeting all residential halls. All academic and administrative buildings undergo one emergency drill

each year.

Fire Policies for On-Campus Student Housing Facilities

1. **Portable Electrical Appliances:** Hot plates, halogen lamps, immersion coils, air conditioners, freezers, and open-coil appliances are prohibited in communities hall as they pose a threat of electrical overload and/or fire.

Space heaters may only be used when installed by Campus Services.

Microwaves, computers, stereos, televisions, radios, irons, non-commercial hair dryers, and other similar appliances are permitted, unless specifically prohibited by the Community Life staff. All appliances must have a manufacturer's label that shows the electrical ratings and listing by a nationally recognized testing laboratory (e.g., ETL, UL, etc). We strongly recommend the use of surge protectors.

Caution should be taken to prevent fire hazards resulting from excessive use of appliances and over-dependence on power strips and extension cords.

Lamps: A Special Safety Advisory – The use of halogen lamps is prohibited.

- Carefully read all safety instructions and warnings that accompany any lamp.
 - Never use bulbs of a higher wattage or of a different style than is recommended by the manufacturer's instruction.
 - Never remove or discard a bulb that is hot to the touch; don't try to operate a lamp that has damaged or missing parts.
 - Do not place lamps near clothing, draperies, or bedding, as incidental contact with the lamp bulb could ignite the material. Keep lamps away from windows, bunk beds, and closets.
 - NEVER place materials such as towels or clothing on top of lamps.
 - Avoid placing lamps in location where they may be knocked over.
 - Always remember to turn off or unplug any lamp when changing bulbs or when leaving your room/apartment.
 - Taking proper precautions and guarding against potential hazards posed by lamps will help ensure community safety.
2. **Smoking:** Smoking, including hookahs and other smoking paraphernalia, is prohibited in all residential buildings, and outdoors within 20 feet of windows and doors. Some houses have additional restrictions. Those who violate this policy may face disciplinary actions, fines, and possible termination of their Housing Agreement.
 3. **Open Flames:** Fire or smoke producing articles, such as Bunsen burners, portable stoves, kerosene lamps, cut trees, incense and candles are

Criminal Offenses - On Campus

Criminal Offense	Total Occurrences on Campus		
	2014	2015	2016
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	1	0	3
d. Sex offenses - Non-forcible	0	0	0
e. Robbery	0	0	0
f. Aggravated assault	3	2	0
g. Burglary	9	9	18
h. Motor vehicle theft	0	1	0
i. Arson	0	4	2
Caveat:			

Criminal Offenses - On Campus Student Housing

Criminal Offense	Total Occurrences On-Campus Student Housing Facilities		
	2014	2015	2016
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	1	0	3
d. Sex offenses - Non-forcible	0	0	0
e. Robbery	0	0	0
f. Aggravated assault	2	2	0
g. Burglary	4	7	14
h. Motor vehicle theft	0	0	0
i. Arson	0	1	0
Caveat:			

Criminal Offenses - Public Property

Criminal Offense	Total Occurrences on Public Property		
	2014	2015	2016
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	0	0
d. Sex offenses - Non-forcible	0	0	0
e. Robbery	0	0	0
f. Aggravated assault	0	0	0
g. Burglary	0	0	0
h. Motor vehicle theft	0	0	0
i. Arson	0	0	0
Caveat:			

Hate Crimes

Occurrences of Hate Crimes

Category of Bias for crimes reported in 2016

Criminal Offense	On-Campus	Student Housing	Public Property
a. Murder/ Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex Offense (forcible)	0	0	0
d. Sex Offense (Non-forcible)	0	0	0
e. Robbery	0	0	0
f. Aggravated Assault	0	0	0
g. Burglary	0	0	0
h. Moto Vehicle Theft	0	0	0
i. Larcen-Theft	0	0	0
j. Simple Assault	0	0	0
k. Intimidation	0	0	0
l. Destruction of property/vandalism	1	0	0
2016 Total	1	0	0

VAWA Offenses - On Campus			
Crime	Total Occurrences on Campus		
	2014	2015	2016
a. Domestic violence	0	1	1
b. Dating violence	1	0	0
c. Stalking	0	1	5
Caveat:			

VAWA Offenses - On Campus Student Housing			
Crime	Total Occurrences in On-campus Student Housing Facilities		
	2014	2015	2016
a. Domestic violence	0	0	0
b. Dating violence	1	0	0
c. Stalking	0	1	4
Caveat:			

VAWA Offenses - Public Property			
Crime	Total Occurrences on Public Property		
	2014	2015	2016
a. Domestic violence	0	0	0
b. Dating violence	0	0	0
c. Stalking	0	0	0
Caveat:			

Arrests - On campus

Law Violation	Number of Arrests		
	2014	2015	2016
a. Liquor law violations	5	1	1
b. Drug abuse violations	3	2	1
c. Weapons: carrying, possessing, etc.	0	0	0
Caveat:			

Arrests - On campus Student Housing

Law Violation	Number of Arrests		
	2014	2015	2016
a. Liquor law violations	0	0	0
b. Drug abuse violations	3	0	0
c. Weapons: carrying, possessing, etc.	0	0	0
Caveat:			

Arrests - Public Property

Law Violation	Number of Arrests		
	2014	2015	2016
a. Liquor law violations	3	0	4
b. Drug abuse violations	1	1	5
c. Weapons: carrying, possessing, etc.	0	0	0
Caveat:			

Disciplinary Actions - On Campus

Law Violation	Number of persons referred for Disciplinary Action		
	2014	2015	2016
a. Liquor law violations	56	93	39
b. Drug abuse violations	5	7	11
c. Weapons: carrying, possessing, etc.	0	0	1
Caveat:			

Disciplinary Actions - On Campus Student Housing

Law Violation	Number of persons referred for Disciplinary Action		
	2014	2015	2016
a. Liquor law violations	38	66	16
b. Drug abuse violations	3	3	7
c. Weapons: carrying, possessing, etc.	0	0	1
Caveat:			

Disciplinary Actions - Public Property

Law Violation	Number of persons referred for Disciplinary Action		
	2014	2015	2016
a. Liquor law violations	6	0	7
b. Drug abuse violations	0	0	0
c. Weapons: carrying, possessing, etc.	0	0	0
Caveat:			

Unfounded Crimes

Law Violation	Number of persons referred for Disciplinary Action		
	2014	2015	2016
a. Total unfounded crimes		0	0
Caveat:			

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