ANNUAL SECURITY AND FIRE SAFETY REPORT
Davidson College Main and Lake Campus 2019
For emergencies on/off campus, call:
9-1-1 for Police, Fire, and Medic Dispatch

On-Campus Assistance
Davidson College Department of Public Safety & Campus Police
Officer on Duty: 704-609-0344
Davidson Emergency/Fire/Medic/Police: 911
Non-emergency: 704-894-2178

Student Health and Well-Being
Student Health: 704-894-2300
Student Counseling Center: 704-894-2300

Off-Campus Assistance
Town of Davidson Police: 704-892-5131
Safe Alliance: 704-375-9900
Counseling & Education: 704-332-9034
Domestic Violence Program: 704-332-9034
Victim Assistance & Rape Crisis: 704-332-9034
24-Hour Rape Crisis Hotline: 704-375-9900

Other Mecklenburg County offices
The Shelter for Battered Women: 704-332-2513
(Available 24 hours/day)
Domestic Violence Victim Assistance Court Services: 704-336-4126

Presbyterian Hospital: 704-384-4000
Atrium-Main: 704-355-2000
Lake Norman Hospital: 704-660-4000
Dear Davidson College Community:

It is our privilege to serve the Davidson College campus community. Thank you for your interest in reading our Annual Security and Fire Safety Report. This document will assist you in attaining the knowledge necessary to develop and maintain a sense of situational awareness. Our goal is to educate you and the rest of the community by sharing information on crime and safety, as well as offer information about various campus and local resources that may be of assistance to you.

Our students, faculty, and staff come from across the United States and many different countries around the world. Expectations on crime and safety can vary widely; by reading this report you will gain a better understanding of our community. The Davidson College campuses are located in safe areas, but we need your support and active participation to suppress crime effectively. The men and women of the Department of Public Safety and Campus Police ask that you help us in our mission by assisting with the following:

1. Lock residence hall doors and offices when you leave.
2. All residence hall doors on campus are access-controlled using your CatCard. Do not hold them open for strangers. Don’t let people into residence halls or other protected locations, unless you know them.
3. Secure vehicles and valuables. Report suspicious behavior as soon as possible. If you “See Something, Say Something.” Communities that effectively report crime and suspicious behavior are generally safer.

Davidson College Main and Lake Campus ............................................ (704) 894-2178
For an Emergency .............................................................................. Dial 911

4. When going out at night, travel with friends; there is safety in numbers.
5. Take time to understand what to do in the event of an emergency such as an armed assailant or natural disaster.

Finally, we encourage you to ask questions and share ideas with the staff and police officers at the Davidson College Department of Public Safety. If we build a combined sense of community for each other and this great College, together we can make a difference.

Sincerely,

Carol Quillen      Julian Coaxum
President        Chief of Police
Dear Davidson College Community:

The members of the Davidson College Department of Public Safety and Campus Police believe in the principles of Professionalism, Respect, Integrity and Honesty, Dedication, and Excellence. These principles guide us in our daily interactions with the Davidson College community.

The Department of Public Safety and Campus Police reports to the Vice President of Finance and Administration and is responsible for ensuring the safety and security of the Davidson College community as well as enforcing North Carolina State laws. The Department responds to criminal or unsafe behaviors by encouraging officers to engage the community in dialogue and by developing innovative methods to problem-solve through community partnerships that are appropriate to our unique campus. We assess the effectiveness of our actions, through community feedback, data collection and comparisons against national best practices and law enforcement trends.

While it is necessary at times to use a traditional approach to law enforcement, the Davidson College campus police officers are integral members of the community, who seek to build a relationship of trust and respect between the officers and the campus community we are privileged to serve. The concept of community-oriented policing helps to create a campus environment that promotes safe and healthy learning in addition to promoting acceptance of responsibility for one's own actions.

The Annual Campus Security and Fire Safety Report provides information to help you become familiar with the services and resources available to our campus community. This report will provide you with the information on safety and security at both of the Davidson College Campuses: The Main Campus in Davidson and the Lake Campus in Iredell County. Included in this Annual Report is information about the Department of Public Safety and Campus Police, policies and procedures for reporting crime, safety and security prevention and protection programs, steps to reporting sexual assault, victim assistance services, and other safety and security information to assist you. Campus crime statistics are listed for your review and information.

Our success at maintaining a safe campus is a shared responsibility that requires campus-wide commitment and communication. On behalf of the dedicated members of the Department of Public Safety we wish to thank you for your support and assistance. It is our privilege to serve the Davidson College community. If I can be of service, please feel free to contact me at (704) 894-2178 or at jucoaxum@davidson.edu.

Sincerely,

Julian Coaxum, Chief of Police

The Officers and Staff of the Department of Public Safety
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Annual Security Report

From the Department of Public Safety & Campus Police

Thank you for taking time to read this year’s Annual Security and Fire Safety Report (ASFSR), also commonly referred to as the “Clery Report.” This report is designed to provide you with important information about safety and security on campus. In addition to outlining the details of the many programs the College offers community members, the report also contains statistics about crime on campus. The ASFSR meets the requirements of the Biennial Review.

The Department of Public Safety and Campus Police (DPS) is primarily responsible for developing services, programs, and strategies for maintaining a safe campus. In order to meet this goal, the department focuses primarily on four functions. First, it requires a strong partnership with the community and a belief in the value of Community Oriented Policing. We recognize that we provide services with consent from our community and support the idea that all relationships require constant dialogue. We are committed to the philosophy of community-oriented public safety and problem solving which we carry out through proactive programming and relationship building between police officers and students and employees to serve as visible problem solvers, as providers of programs and education related to risk-reduction and crime prevention, and through the planning and participation of special events with residence halls to foster a sense of community between public safety and our college community.

Second, we focus on the emergency management function which requires a comprehensive approach to preventing, preparing for, responding to, and recovering from emergency and disaster situations. The college has a proactive approach to planning for emergencies and these efforts are led by the College’s Emergency Management Team in close concert with our surrounding town partners, like police, fire and medic. Public Safety is also the primary department responsible for notifying the community of potentially dangerous situations. This is accomplished through the SSAFER (Student, Staff and Faculty Emergency Response) immediate notification system of text, email, telephone and at times, our campus siren system and social media (Facebook, Twitter and Instagram). The college can quickly alert students and staff with specific information to increase public safety. To receive notification on your personal cell or home phone and email, the Davidson community must self-register at [http://bannerweb.davidson.edu/](http://bannerweb.davidson.edu/), you must have a log in and password to sign up.

Third, we attempt to utilize technology to serve as an additional tool for our safety and security efforts. The college incorporates systems to include restricted access to many facilities on campus. Our 1Card system allows campus members to swipe their CAT cards to gain entry to residential spaces and academic buildings. Fire, trouble and door alarms systems are in place through our 1Card office to notify emergency responders of potential problems and to provide the timeliest response. To provide anonymous reports of crime, use the Silent Witness program, which can be found: [https://davidson.kualibuild.com/app/builder/#/app/5ff4a3ed8b9765002112ec2f/start](https://davidson.kualibuild.com/app/builder/#/app/5ff4a3ed8b9765002112ec2f/start). Anonymous reports of crime are also included in the annual disclosing of crime statistics.
Finally, the department is charged with the enforcement of state and local laws. This function is essential to maintaining an environment that is safe and allows the academic mission of our college to be successful. Officers patrol the campus on foot and in vehicles to proactively look for suspicious persons, vehicles and activity and respond to emergency and non-emergency calls for service. Police officers do not enforce college policy; rather they document violations of college policy for referral to the on-campus judicial process through the Dean of Students Office or Human Resources for violations involving employees. Our Parking Service Attendant does issue citations for violations of Davidson College’s Parking Rules and Regulations.

**The Campus Security Act, legal requirements**

The Campus Security Act requires colleges and universities to:

- publish an annual report every year by October 1 that contains three years of campus crime statistics, recorded in the calendar year the crime was reported, and certain campus security policy statements;

- disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police or security, local law enforcement, and other College officials who have “significant responsibility for student and campus activities”;

- provide “timely warning” notices of those crimes that have occurred and pose an ongoing “threat to students and employees”; and

- disclose in a public crime log “any crime that occurred on campus...or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department.” This log is available at: [https://www.davidson.edu/offices/public-safety/campus-crime-stats](https://www.davidson.edu/offices/public-safety/campus-crime-stats)

The DPS is responsible for preparing and distributing this report. We work with many other departments and agencies, such as the Office of the Dean of Students, the Office of Residence Life, Human Resources, Student Counseling, the Davidson Town Police Department, North Carolina Wildlife, North Carolina State Bureau of Investigation, Charlotte Mecklenburg Police Department, North Carolina Alcohol Law Enforcement, Mecklenburg County Alcohol Beverage Control law enforcement division and the Iredell County Sheriff’s Office to compile the information.

A written request for statistical information is made on an annual basis to Davidson College’s Student Counseling Center, even though they are not required by law to provide stats for compliance purposes and all Campus Security Authorities.
We encourage members of the Davidson College community to use this report as a guide for safe practices on and off campus. Each member of the College community receives an e-mail that describes the report and provides its web address. For more information, contact the DPS at 704-894-2178.

Davidson College Department of Public Safety & Campus Police

Located at 133 Glasgow Street, Davidson, NC 28035, the Department of Public Safety & Campus Police is open 24 hours a day, 365 days a year. The telephone number to report crimes or other emergencies is 9-1-1. (Calls made to that number go to the Town of Cornelius emergency communications center, and campus police are dispatched via Cornelius.) The telephone number for routine business calls or non-emergency police response is 704-894-2178. The department is authorized nine full-time and ten part time professional campus police and public safety officers dedicated to providing professional and caring responses.

Officers patrol the campus on foot and in vehicles. Officers and supervisors are on duty 24 hours a day and are a visible presence around the campus. Our officers also staff special events, such as basketball and football games, and work closely with eating houses and other student organizations.

Our Mission

Davidson College’s Finance and Administration is dedicated to supporting and enhancing the college’s mission by nurturing the college's financial, physical, technological, environmental, and human resources, and by providing excellent and continuously improving services to the entire campus. Public Safety compliments this mission by enhancing the living, learning, and working experience at Davidson College by protecting life, maintaining order, and safeguarding property. We fulfill this purpose by providing our community with a full range of services that meet the highest professional standards of campus public safety.

Campus Police Authority and Jurisdiction

See map in Appendix

Law enforcement authority and interagency cooperation

Sworn campus public safety officers derive their law enforcement authority from North Carolina statutes, NC G.S. 74G Campus Police Safety Act and the trustees of Davidson College. The purpose of this chapter is to protect the safety and welfare of students, faculty, and staff in institutions of higher education by fostering integrity, proficiency, and competence among campus police agencies and campus police officers. Campus police officers, while in the performance of their duties of employment, have the same powers as municipal and county police officers to make arrests for both felonies and misdemeanors and to charge for infractions on Davidson College property in the state of North Carolina. Campus police officers are required to complete a police training course approved and authorized by the State of North Carolina Division of Criminal Justice Police Training Commission.
The Davidson College Department of Public Safety and Campus Police has the authority to enforce state and federal laws and are authorized to make arrest on real property owned by or in the possession of and controlled by Davidson College. Jurisdiction includes public roads or highways that run through or that immediately adjoin the campus.

All officers participate in a Field Training and Evaluation Program to further orient them to providing campus public safety services and receive at least 24 hours of annual in-service training, to include firearms qualification, each year.

Interagency Cooperation

DPS maintains a close working relationship with the Town of Davidson departments of Police and Fire, as well as with the greater Charlotte-Mecklenburg area and State Law Enforcement agencies. We rely on these relationships for support on many levels. In addition to sharing critical information, the Department of Public Safety & Campus Police has immediate contact with surrounding jurisdictions in time of crisis through the use of mutual aid agreements. This arrangement gives us immediate access to support from area departments. Officers from municipal agencies also work at events on the Davidson College campus. DPS does not have a written memorandum of understanding with the Davidson Police Department or the Iredell County Sheriff's Office regarding the investigation of criminal incidents.

Lake Campus

Students can enjoy 110 acres of waterfront property on beautiful Lake Norman. Located 4.3 miles from campus, the Lake Campus provides Davidson students with the unique opportunity to be involved in a variety of water activities as well as a home for club sailing and crew teams. It also provides for numerous other recreational activities that benefit the school, such as Odyssey campouts, freshman orientation social and departmental cookouts.

How to Report Crime or Emergencies

All students, employees, and guests are encouraged to accurately and promptly report all criminal incidents, accidents, and other emergencies to the Department of Public Safety & Campus Police (or to the appropriate police agency if the crime occurs off campus) by dialing 9-1-1. Individuals also may report incidents in person at the department’s headquarters at 133 Glasgow Street (basement floor of Tomlinson Residence Hall).

Students and employees should report all criminal offenses to the Department of Public Safety & Campus Police for the purpose of assessing the crime for distributing a potential timely warning notice and for disclosure for the Annual Security and Fire Safety Report.
The College has installed emergency two-way call boxes (blue light phones) throughout campus for use during emergencies. By pressing the red button on the stations, users can communicate directly with emergency dispatchers. The location of the station is displayed to the communications personnel.

Communications has dispatchers available at the 9-1-1 telephone number 24 hours a day to answer your calls. In response to a call, the communicator will dispatch an officer to the caller’s location or have the officer return the call. All DPS incident reports are forwarded for review and referral to the Dean of Student’s Office for potential action, as appropriate. DPS will investigate a report when it is deemed appropriate.

Additional information obtained via the investigation will also be forwarded to the Dean of Student’s Office. If assistance is required from the Davidson Police Department, Davidson Fire Department, Iredell County Sheriff’s Office or North Carolina Wildlife DPS will request assistance from the local agencies.

If a sexual assault or rape should occur, staff on the scene, including DPS, will offer the victim a variety of services. DPS encourages accurate and prompt reporting of all crimes to the campus police and/or appropriate police agencies, when the victim of a crimes elects to or is unable to make such a report.

**Voluntary and confidential reporting of crime and other serious incidents**

If you are the victim of a crime and do not want to pursue action within the college system or the criminal justice system, you may still consider making a confidential report. With your permission, in certain circumstances, a Davidson College Campus Police Officer can file a report as to the details of the incident without revealing your identity or you can utilize the Silent Witness link on the Public Safety web page. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the college can keep an accurate record of the number of incidents involving students, employees, and visitors; determine where there is a pattern of crime with regard to a particular location, method, or assailant; and alert the campus community to potential dangers. Reports filed confidentially are counted and disclosed in the annual crime statistics for the institution. When a report involves allegations of sexual harassment (including sexual violence) it will be reported to the College’s Title IX Coordinator. Reporting procedures applicable to allegations of sexual assault are further discussed later in this brochure.

DPS encourages the professional and pastoral counselors, if and when they deem appropriate, to inform persons they are counseling of any procedures to report crimes on a voluntary confidential basis for inclusion in the annual disclosure of crime statistics.
Monitoring and recording criminal activity at off-campus organizations

Davidson College does not have any officially recognized student organizations that have housing facilities “off-campus.” There are several students that occupy privately owned houses within the town limits. If the Davidson Town Police Department (DPD) is called by a citizen to respond to one of those locations, DPD will typically notify DPS officers to respond with them or they will notify DPS after they have responded to inform DPS of the situation. However, DPD does this out of courtesy and is not “required” to notify or involve DPS when they respond to a call involving private property.

Security of and access to campus facilities and dormitories

Lake Campus

The Davidson College Lake Campus, while private property, is not fenced, but is gated and only accessible by swiping a college owned Catcard through a card reader or by the individual wishing to gain access showing their card to the gate attendant. The Lake Campus does not have any student residential buildings. DPS officers patrol the Lake Campus regularly.

Academic Buildings

The main Davidson College Campus, while private property, is not gated and certain areas of campus are open to the public. The academic and administrative buildings are open to the public, at a minimum, during normal business hours, and often into the evening hours for night activities. Most facilities have individual hours, and the hours may vary at different times of the year. Access to some of these buildings is also controlled by card access after normal business hours, and all of these buildings have varied levels of access. Academic and administrative buildings do not have a DPS officer assigned to them. However, DPS officers patrol the academic and administrative buildings on a regular basis.

Residence Halls

Access to residence halls is restricted to residents, their approved guests, and other approved members of the college community. Residents gain entry by swiping their cards in the card access readers. Residents are cautioned against permitting strangers to enter the buildings and are urged to require individuals seeking entry to use their access cards. As a part of their assigned areas of responsibilities, DPS officers patrol the residence halls and Residence Life student leaders conduct rounds at certain times during the evening.
Security considerations in the maintenance of campus facilities

Davidson College is committed to campus safety and security. Exterior lighting and landscape control is a critical part of that commitment. Representatives from various departments continually conduct security surveys to ensure campus lighting is adequate and that the landscape is appropriately controlled. As a part of their assigned responsibilities, officers assess lighting on campus during regularly assigned patrol duties. If lights are out or dim, officers will initiate an immediate work order, which is acted upon by a representative of the appropriate maintenance office. We encourage community members to report any deficiency in lighting to the Physical Plant at 704-894-2595. Any community member who has a concern about physical security should contact DPS at 704-894-2178.

Timely warning notices – Your Right to Know

To help prevent crimes or serious incidents, the Department of Public Safety & Campus Police issues Timely Warnings (called Campus Safety Alerts) to notify community members about certain crimes on campus or in property owned or controlled by Davidson College that represents a serious or continuing threat to the community, as well as prevention techniques that will aid in preventing similar occurrences. Members of the community who know of a crime or other serious incident should report that incident as soon as possible to the Department of Public Safety & Campus Police so that a Campus Safety Alert can be issued, if warranted.

Campus Safety Alerts are usually distributed for the following Uniformed Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) classifications: major incidents of arson, criminal homicide, and robbery. Cases of aggravated assault and sex offenses are considered on a case-by-case basis, depending on the facts of the case and the information known by DPS. Furthermore, if a Timely Warning Notice is issued, the name and other personally identifiable information about the victim will be withheld. For example, if an assault occurs between two students who have a disagreement, there may be no on-going threat to other Davidson College community members and a Campus Safety Alert would not be distributed. In cases involving sexual assault, they are often reported long after the incident occurred, thus there is no ability to distribute a “timely” warning notice to the community. Sex offenses will be considered on a case by case basis depending on when and where the incident occurred, when it was reported, and the amount information known by the DPS. The Davidson College Police Chief or their designee reviews all reports to determine if there is a serious or continuing threat to the community and if the distribution of a Campus Safety Alert is warranted. A Campus Safety Alert may also be posted for other crime classifications, as deemed necessary.

The Davidson College Police Chief or their designee is responsible for writing the Campus Safety Alerts and they are forwarded to the General Counsel Office or the Office of the VP of Finance and Administration for review and approval. Once approved, the Police Chief or their designee sends the alert to the Davidson College community using the email system to send an
email to all students and employees. Temporary employees without email access may view Campus Safety Alerts when they are posted in their respective work areas by the supervisor responsible for the temporary employees.

Students and employees are encouraged to report all crimes as soon as possible to Department of Public Safety and Campus Police.

**Daily Crime Log**

The Department of Public Safety & Campus Police maintains a Daily Crime Log of all crimes that occur on the Main Campus and Lake Campus property.

The crime listing on the daily crime log will be different than the crime listed on the Annual Security and Fire Safety Report. The crime log is maintained using North Carolina crime codes and the crime statistics are classified and reported using the FBI Uniform Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) classifications, as required by law.

The Daily Crime Log for both campuses are available for public inspection at the department’s headquarters in Tomlinson Hall. It is also available at: [https://www.davidson.edu/offices/public-safety/campus-crime-stats](https://www.davidson.edu/offices/public-safety/campus-crime-stats)

The Daily Crime Log includes the nature, date, time, and general location of each crime reported to the department as well as the disposition of the complaint, if the information known at the time the log is created.

The department posts all crimes in the Daily Crime Log within two business days of receiving the report of an incident and reserves the right to exclude reports from the log if they are going to jeopardize an ongoing investigation, jeopardize the safety on an individual, cause the suspect to flee or evade detection or result in the destruction of evidence.

**Security Awareness and Crime Prevention Programs**

The Davidson College Department of Public Safety & Campus Police as well as departments in the Division of Student Affairs provide educational programming under the general auspices of security awareness and crime prevention throughout each year. The programs include a general session where they discuss crime prevention and safety and security procedures/services available on campus; sexual assault awareness, alcohol and substance abuse awareness, bystander awareness and other topics, as requested or deemed necessary. These programs are designed to inform students and employees about general security procedures and practices and to encourage students and employees to be responsible for their own security and the security of others.

All incoming students were required to take a new Alcohol Education course called “Davidson Close-Up: An Insider’s Guide to Drinking at College”. In addition, all incoming students were required to take the Davidson Close-Up Sexual Health and Sexual Misconduct Course. This
course reviews the Davidson Sexual Misconduct Policy, definitions and reviews multiple sexual
health topics. The Health Education Center gives individual alcohol and drug talks to Residence
Halls and Patterson Court Houses by request and has a required program on alcohol for the new
Pledge class to Patterson Court every January.

Community Policing

Community policing activities include holding special topic and general crime prevention
seminars, conducting building surveys, distributing literature, solving problems, and developing
substantive relationships with members of the community. Each campus police officer at
Davidson engages in community policing activities throughout the year to foster trust and build
community between the police and our students and employees.

Bicycle Registration

Davidson College recommends that students, faculty and staff register their bicycles, free of
charge, in the event their bicycle is stolen. Bike registration can be completed online at

Alcohol Risk

During the year, students are offered meetings about alcohol risk with the Student Health
Facility. Officers also offer to conduct meeting about alcohol risk using the “Drunk Goggles”
and obstacle course with a golf cart.

Athletics

Full-time officers are available to conduct meetings throughout the year with athletic teams.
These activities include holding special topic and general crime prevention seminars, solving
problems, and developing substantive relationships with members of the various teams.
Particular focus is given on educating teams about hazing prevention, being proactive bystanders
in mitigating sexual assaults on campus and on relevant law related to possession, consumption
and use of alcohol or illicit drugs on campus.
Sorority, Fraternity, and Eating House Life

The Chief of Police or their designee is the liaison for fraternity, sorority, and eating houses and works in conjunction with the Assistant Director of Student Activities for Sororities, and Eating Houses to deliver special topics and general crime prevention seminars, distributing literature, solve problems and develop substantive relationships with members of the Greek organizations and Eating Houses. Particular focus is given on educating the houses about hazing prevention, being proactive bystanders in mitigating sexual assaults on campus and on relevant law related to possession, consumption and use of alcohol or illicit drugs on campus.

Emergency Blue-Light Phones

These two-way call boxes are located strategically around campus. They allow an individual in need of assistance to speak directly with a communicator of the Cornelius Police Departments Communications Center. The communications center will dispatch the appropriate officer to the caller.

Campus Escort Program

Officers conduct escorts upon request. Additionally, the college operates a Safe Rides shuttle program that provides students with a safe mode of transportation during the academic school year. The shuttle operates:

- Thursday, 10 PM – 2 AM
- Friday, 10 PM – 2 AM
- Saturday, 10 PM – 2 AM

Security Surveys

A lighting survey is conducted each fall by various members of the college community during a one-night safety walk. The safety walk includes employees from Public Safety, Physical Plant, Residence Life, Business Services, and numerous students. Information taken from that survey directs the college in making improvement to lighting, landscaping, and in addressing any other concerns related to safety on campus. For more information, contact the DPS at 704-894-2178 or in person at the office on the ground floor of Tomlinson Hall.

Possession of Weapons

North Carolina General Statute 14-269.2 makes it unlawful for anyone other than police officers to carry or possess firearms or weapons on campus. This applies if the weapon is concealed or not concealed. The definition of weapons includes: BB gun, stun gun, air rifle, air pistol, bowie knife, dirk, dagger, slung shot, leaded cane, switchblade knife, blackjack, metallic knuckles, razors and razor blades (except solely for personal shaving), firework, or any sharp-pointed or edged instrument except instructional supplies, unaltered nail files and clips and tools used solely for preparation of food, instruction, and maintenance, on educational property. Possession of
weapons on campus may result in an arrest. Student violators are also referred to the student disciplinary process.

**Notification of Missing Students**

If a member of the college community has reason to believe that a student who resides on-campus is missing, he or she should immediately notify The Department of Public Safety & Campus Police at 704-894-2178. A DPS Officer will generate a missing person report and initiate an investigation. After investigating the missing person report, should the DPS officer determine that the student is missing and has been missing for more than 24 hours; the DPS will notify the Davidson Town Police.

DPS will then notify the Residence Life Staff who will contact the Dean of Students office, who will then notify the student’s missing person emergency contact, if provided by the student, no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, the Dean of Students office will notify the student’s parent or legal guardian, in addition to notifying any additional contact person designated by the student immediately after DPS has determined that the student has been missing for more than 24 hours.

Based on the circumstances of the disappearance, the DPS and the Dean of Students office reserve the right to contact emergency contacts sooner than 24 hours after the student is determined missing if they deem necessary and appropriate. The DPS also reserves the right to notify the Davidson Town Police sooner than 24 hours for similar reasons.

Students may, at any time, confidentially designate in addition to an emergency contact an individual who will be contacted by the college no later than 24 hours after Davidson College Department of Public Safety and Campus Police has determined the student is missing. Students may securely register this contact information at:  
http://webapps.davidson.edu/StudentLife/MSN/MSN_Form.aspx

This designation will remain in effect until changed or revoked by the student, and the student remains responsible for the accuracy of the information provided. The information provided will only be accessible to authorized campus officials and law enforcement and will not be disclosed outside of a missing person investigation.

**College Alcohol Policy**

Davidson College expects to operate in accordance with the laws of the State of North Carolina with regard to the use, sale, possession, and consumption of alcoholic beverages. It is the responsibility of all members of the college community to abide by those laws. Davidson College Department of Public Safety & Campus Police officers enforce all state laws regarding the illegal use, possession and sale, including enforcing underage drinking laws. This is accomplished through citations, arrests or through referrals to the Dean of Students Office.
Conduct Officer for adjudication through the College’s disciplinary processes. The age for legal consumption of alcoholic beverages in the State of North Carolina is 21 years of age.

Davidson students and organizations are required to be familiar with the Davidson College Alcohol Policy and to operate within that policy. Patterson Court organizations have a special responsibility to ensure that their officers and members know and abide by the ABC laws of the state, as well as be knowledgeable of the policies of their inter/national organization where applicable. Ignorance of policy is not a defensible excuse.

College Drug Policy

The possession, use, sale or distribution of illegal drugs on the Davidson College campus is prohibited. Such conduct:

- violates federal and state laws;
- endangers physical and mental health; and endangers the health and safety of others, especially roommates and neighbors;
- threatens the fabric of the community with serious security risks resulting from dealing with individuals operating outside the law.

Davidson College is not a sanctuary for illegal drug use, and the college will cooperate fully with all law enforcement officials investigating or charging anyone with illegal drug use. Any student who violates federal or state illegal drug laws is subject to criminal prosecution as well as campus conduct proceedings.

Davidson College Department of Public Safety & Campus Police enforce Federal and State drug laws through citations, arrests or through referrals to the Dean of Students office’s Conduct Officer for adjudication through the College’s disciplinary process.

Davidson College complies with the Drug Free Schools and Communities Act.

Violence Against Woman Act

Davidson College prohibits the offenses of domestic violence, dating violence, sexual assault and stalking (as defined by the Clery Act) and reaffirms its commitment to maintaining a campus environment that emphasizes the dignity and worth of all members of the college community. Towards that end, Davidson College issues this statement of policy to inform the campus community of our programs to address domestic violence, dating violence, sexual assault and stalking as well as the procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a College official.
Federal Clery Act Definitions of Domestic Violence, Dating Violence, Sexual Assault and Stalking

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

Domestic Violence:

A Felony or Misdemeanor crime of violence committed-
1. By a current or former spouse or intimate partner of the victim;
2. By a person whom the victim shares a child in common;
3. By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
4. By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
5. By any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

The existence of such a relationship shall be based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

For the purposes of this definition-
1. Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
2. Dating Violence does not include acts covered under the definition of domestic violence.

For the purpose of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Sexual Assault: An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI’s Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is “any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.”
Rape is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

Fondling is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

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

Statutory Rape is defined as sexual intercourse with a person who is under the statutory age of consent.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to-
1. Fear for the person’s safety or the safety of others; or
2. Suffer substantial emotional distress.

For the purposes of this definition
1. Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.
2. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
3. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

North Carolina Definitions of Domestic Violence, Dating Violence, Sexual Assault and Stalking

Domestic Violence: The state of North Carolina defines domestic violence as:
The commission of one or more of the following acts upon an aggrieved party or upon a minor child residing with or in the custody of the aggrieved party by a person with whom the aggrieved party has or has had a personal relationship, but does not include acts of self-defense:
1. Attempting to cause bodily injury, or intentionally causing bodily injury; or
2. Placing the aggrieved party or a member of the aggrieved party's family or household in fear of imminent serious bodily injury or continued harassment, as defined in G.S. 14-277.3A, that rises to such a level as to inflict substantial emotional distress; or

For purposes of this section, the term "personal relationship" means a relationship wherein the parties involved:
1. Are current or former spouses;
2. Are persons of opposite sex who live together or have lived together;
3. Are related as parents and children, including others acting in loco parentis to a minor child, or as grandparents and grandchildren. For purposes of this subdivision, an aggrieved party may not obtain an order of protection against a child or grandchild under the age of 16;
4. Have a child in common;
5. Are current or former household members;
6. Are persons of the opposite sex who are in a dating relationship or have been in a dating relationship. For purposes of this subdivision, a dating relationship is one wherein the parties are romantically involved over time and on a continuous basis during the course of the relationship. A casual acquaintance or ordinary fraternization between persons in a business or social context is not a dating relationship.

Dating Violence: The state of North Carolina does not have a definition of dating violence, rather it is included in the definition of Domestic Violence.

Sexual Assault: The state of North Carolina defines sexual assault as:
“Sexual act” means cunnilingus, fellatio, analingus, or anal intercourse, but does not include vaginal intercourse. Sexual act also means the penetration, however slight, by any object into the genital or anal opening of another person's body: provided, that it shall be an affirmative defense that the penetration was for accepted medical purposes.

“Sexual contact” means: (i) touching the sexual organ, anus, breast, groin, or buttocks of any person, (ii) a person touching another person with their own sexual organ, anus, breast, groin, or buttocks, or (iii) a person ejaculating, emitting, or placing semen, urine, or feces upon any part of another person.

Rape:

First-degree rape

A person is guilty of rape in the first degree if the person engages in vaginal intercourse: a. With a victim who is a child under the age of 13 years and the defendant is at least 12 years old and is at least four years older than the victim; or b. With another person by force and against the will of the other person, and: i. Employs or displays a dangerous or deadly weapon or an article which the other person reasonably believes to be a dangerous or deadly weapon; or
ii. Inflicts serious personal injury upon the victim or another person; or
iii. The person commits the offense aided and abetted by one or more other persons.

Second degree rape

A person is guilty of rape in the second degree if the person engages in vaginal intercourse with another person:

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

Rape of a child; adult offender

A person is guilty of rape of a child if the person is at least 18 years of age and engages in vaginal intercourse with a victim who is a child under the age of 13 years.

First-degree sexual offense

A person is guilty of a sexual offense in the first degree if the person engages in a sexual act:

a. With a victim who is a child under the age of 13 years and the defendant is at least 12 years old and is at least four years older than the victim; or
b. With another person by force and against the will of the other person, and:
   i. Employs or displays a dangerous or deadly weapon or an article which the other person reasonably believes to be a dangerous or deadly weapon; or
   ii. Inflicts serious personal injury upon the victim or another person; or
   iii. The person commits the offense aided and abetted by one or more other persons

Sexual offense with a child; adult offender

A person is guilty of sexual offense with a child if the person is at least 18 years of age and engages in a sexual act with a victim who is a child under the age of 13 years.

Second-degree sexual offense

A person is guilty of a sexual offense in the second degree if the person engages in a sexual act with another person:

a. By force and against the will of the other person; or
b. Who is mentally disabled, mentally incapacitated, or physically helpless, and the person performing the act knows or should reasonably know that the other person is mentally disabled, mentally incapacitated, or physically helpless.
Fondling:

Sexual Battery:
A person is guilty of sexual battery if the person, for the purpose of sexual arousal, sexual gratification, or sexual abuse, engages in sexual contact with another person:
1. By force and against the will of the other person; or
2. Who is mentally disabled, mentally incapacitated, or physically helpless, and the person performing the act knows or should reasonably know that the other person is mentally disabled, mentally incapacitated, or physically helpless.

Statutory Rape:

Statutory rape or sexual offense of person who is 13, 14, or 15 years old.
1. A defendant is guilty if the defendant engages in vaginal intercourse or a sexual act with another person who is 13, 14, or 15 years old and the defendant is at least six years older than the person, except when the defendant is lawfully married to the person
2. A defendant is guilty if the defendant engages in vaginal intercourse or a sexual act with another person who is 13, 14, or 15 years old and the defendant is more than four but less than six years older than the person, except when the defendant is lawfully married to the person.

Incest:

A person commits the offense of incest if the person engages in carnal intercourse with the person's (i) grandparent or grandchild, (ii) parent or child or stepchild or legally adopted child, (iii) brother or sister of the half or whole blood, or (iv) uncle, aunt, nephew, or niece.

Stalking: The state of North Carolina defines stalking as:

A defendant is guilty of stalking if the defendant willfully on more than one occasion harasses another person without legal purpose or willfully engages in a course of conduct directed at a specific person without legal purpose and the defendant knows or should know that the harassment or the course of conduct would cause a reasonable person to do any of the following:
1. Fear for the person's safety or the safety of the person's immediate family or close personal associates.
2. Suffer substantial emotional distress by placing that person in fear of death, bodily injury, or continued harassment.
**Consent:** The state of North Carolina does not have a definition of consent, in relation to sexual activity.

Davidson College’s definition of consent is used for the purposes of disciplinary action per the Sexual Misconduct Policy. Consent is defined as:

1. The affirmative, unambiguous, and voluntary agreement to engage in a specific sexual activity during a sexual encounter.
2. Consent can be communicated by either explicit verbal consent or overt action clearly expressing consent. Such signals of consent must be mutual and ongoing, as well as offered freely and knowingly.
3. Consent cannot be inferred under circumstances in which consent is not clear, including but not limited to the absence of “no” or “stop,” or the existence of a prior or current relationship or sexual activity. As well, a verbal “no,” even if it may sound indecisive or insincere, constitutes a lack of consent. If at any time during a sexual encounter any confusion or ambiguity should arise 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. Consumption of alcohol, in and of itself, does not relieve an individual of responsibility to obtain ongoing consent.
4. An individual who is asleep, or mentally or physically incapacitated, either through the effect of drugs or alcohol or for any other reason, or who was under duress, threat, coercion, or force, is not able to consent. An individual who is under the age of 16 is not able to consent. Indications of consent are irrelevant if the person is not able to consent.

**How to Be an Active Bystander**

Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

Bystanders play a critical role in the prevention of sexual and relationship violence. They are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it.” We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. One of the ways the college promotes active bystander intervention is through the program “Green Dot.”

We may not always know what to do even if we want to help. If you or someone else is in
immediate danger, dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt. Below is a list of some signs to watch for and some ways to be an active bystander.

1. Watch for signs of emotional abuse such as criticizing constantly, calling a partner names, humiliating a partner in public or private.
2. Watch for signs of controlling behavior such as making all the decision, blaming or making a partner feel guilty, being possessive, or threatening a partner so he/she will comply.
3. Watch for signs of isolation such as keeping a partner from seeing friends, threatening to hurt a partner’s friends if he/she continues to see them.
4. Watch for and confront people who try to seclude, make a sexual advance towards, or have sex with people who are incapacitated.
5. Watch for signs of sexual abuse such as forcing a partner to have sex, accusing a partner of having sex with another partner, and speak up when someone discusses plans to take sexual advantage of someone.
6. Watch for signs of physical violence such as pushing or shoving, throwing objects, hitting the wall in anger, or threatening a partner with a weapon.
7. Refer people to appropriate support services (health, counseling or legal), on or off campus.

**Risk Reduction**

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

With no intent to victim blame and recognizing that only abusers are responsible for their abuse, the following are some strategies to reduce one’s risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org).

1. **Be aware** of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to **avoid isolated areas**. It is more difficult to get help if no one is around.
3. **Walk with purpose**. Even if you don’t know where you are going, act like you do.
4. **Trust your instincts**. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
5. **Try not to load yourself down** with packages or bags as this can make you appear more vulnerable.
6. **Make sure your cell phone is with you** and charged and that you have cab money.
7. **Don't allow yourself to be isolated** with someone you don’t trust or someone you don’t know.

8. **Avoid putting music headphones in both ears** so that you can be more aware of your surroundings, especially if you are walking alone.

9. **When you go to a social gathering, go with a group of friends.** Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.

10. **Don’t leave your drink unattended** while talking, dancing, using the restroom, or making a phone call. If you’ve left your drink alone, just get a new one.

11. **Don’t accept drinks from people you don't know or trust.** If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don’t drink from the punch bowls or other large, common open containers.

12. **Watch out for your friends,** and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they’ve had, or is acting out of character, get him or her to a safe place immediately.

13. If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).

14. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
   a. **Remember that being in this situation is not your fault.** You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
   b. **Be true to yourself.** Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
   c. **Have a code word with your friends or family** so that if you don’t feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
   d. **Lie.** If you don’t want to hurt the person’s feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.

15. **Try to think of an escape route.** How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?

16. **If you and/or the other person have been drinking,** you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.
Programs to Prevent Domestic Violence, Dating Violence, Sexual Assault and Stalking

Davidson College engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that:

- Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and
- Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students to include:

- A Statement that the institution prohibits the crimes of domestic violence, dating violence, sexual assault and stalking (as defined by the Clery Act);
- The definitions of domestic violence, dating violence, sexual assault and stalking according to the Violence Against Women Act (VAWA) and any applicable jurisdictional definitions of these terms;
- What behaviors and actions constitute consent, which can be found in the Policies, Procedures, and Information on Sexual Misconduct, Relationship Abuse and Violence, and Stalking for Davidson College.
- A description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking;
- Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

Information regarding:

1. The procedures victims should follow if a crime of domestic violence, dating violence, sexual assault and stalking occurs;
2. The steps the institution will take to protect the confidentiality of victims and other necessary parties;
3. The 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 institution and in the community; and
4. The available assistance to request changes to academic, living, transportation, and working situations or protective measures
5. The procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking.

**Primary Prevention and Awareness Programs**

These programs include New Employee Orientation for all new employees and First Year Orientation for all first year and transfer students at Davidson College. During the programs, representatives from different departments present and distribute information related to campus safety and Davidson College’s sexual misconduct policy.

Specifically, Davidson College offered the **following primary prevention and awareness programs** for all **incoming students** in 2019:

- Davidson Close-Up: Sexual Health and Sexual Misconduct, an online program required for all incoming students.

<table>
<thead>
<tr>
<th>Sexual Misconduct Policy, response and resources by Health Center to RLO</th>
<th>Davidson Close-Up: An Insider’s Guide to Drinking at College by Health Center to all new and transfer students</th>
<th>90-minute Community of Respect – component of Orientation</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Student Orientation</td>
<td>SSLI – All resident advisers, hall counselors, and building managers received over five hours of training directly related to sexual assault prevention</td>
<td>Sexual Misconduct Policy Review &amp; Q/A</td>
</tr>
<tr>
<td>Bystander and Compliance Training with Student Staff Members “Green Dot”</td>
<td>Hall Talks – conversations with Hall Counselors and Health Advisers on first-year halls</td>
<td>Year round programming is initiated by the Health Education Office, The Title IX Coordinator, The Residence Life Office, The Rape Awareness Committee, The Patterson Court HOST Council, The on campus One In Four Men’s Group, and The One Love program through the Health Justice Committee.</td>
</tr>
<tr>
<td>The Hook Up</td>
<td>Haven</td>
<td>Alcohol.edu Movie</td>
</tr>
<tr>
<td>Before you play the game, remember the rules</td>
<td>Dope: Alcohol Education</td>
<td>Brownies and Booze</td>
</tr>
</tbody>
</table>
Davidson College offered the following **primary prevention and awareness programs** for all **new employees** in 2019:

**New Employee Orientation**

**Ongoing Prevention and Awareness Campaigns**

Ongoing prevention and awareness campaigns means programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking, using a range of strategies with audiences throughout the institution.

Davidson College offered the following **ongoing awareness and prevention programs for students and employees** in 2019:

<table>
<thead>
<tr>
<th>When the Bubble Burst</th>
<th>Take Back the Night</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Captain-Sexual Misconduct Policy</td>
<td>Silent Witness display for Domestic Violence</td>
</tr>
<tr>
<td>Stalking Poster Campaign</td>
<td>Sexual Assault Poster Campaign with video</td>
</tr>
</tbody>
</table>

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

After an incident of sexual assault, dating violence or domestic violence, the victim should consider seeking medical attention as soon as possible at Novant Health Huntersville Medical Center, 10030 Gilead Road, Huntersville, NC 28078 and request a Sexual Assault Nurse Examiner (SANE). In North Carolina, evidence may be collected even if you chose not to make a report to law enforcement.

**Reporting Procedures for Hospitals**

When a victim of sexual assault presents to the hospital for treatment or for a forensic medical exam, the hospital will ascertain whether the victim wishes to report the event to law enforcement.
If the victim does not wish to report the sexual assault to law enforcement, the hospital will not report the incident to law enforcement.

The hospital will have the victim complete an Anonymous Report Form. The hospital will retain one copy of this form as part of the victim’s medical record.

The victim will sign a Consent Form which will explain the benefits of cooperating with law enforcement and the effects of delaying an interview with law enforcement, as well as information on how long the evidence will be kept and instructions on what they should do if they decide to report the incident to law enforcement.

Upon consent of the victim, the hospital will conduct the forensic medical exam and render any medical treatment required.

It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infections.

Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to college adjudicators/investigators or police.

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

**Involvement of Law Enforcement and Campus Authorities**

Although the college strongly encourages all members of its community to report violations of this policy to law enforcement (on campus law enforcement and/or local police), it is the victim’s choice whether or not to make such a report. Furthermore, victims have the right to decline to notify law enforcement. However, Davidson College’s Student Counseling Center or Title IX Coordinator will assist any victim with notifying law enforcement if the victim so desires. Davidson College Campus Police Department may also be reached directly by calling
704-894-2178 or 704-609-0344, or in person at the basement of Tomlinson Dorm, 133 Glasgow Street.

Additional information about the Davidson College Campus Police Department may be found online at: http://www.davidson.edu/offices/public-safety

**Reporting Incidents of Domestic Violence, Dating Violence, Sexual Assault and Stalking**

If you have been the victim of domestic violence, dating violence, sexual assault, or stalking, you should report the incident promptly to the Title IX Coordinator, Carley Dix, by calling 704-894-2591, writing or email cadix@davidson.edu, in person at her office Chambers 1258 or the Campus Police office, if the victim so desires. Reports of all domestic violence, dating violence, sexual assault and stalking made to Campus Public Safety will automatically be referred to the Title IX Coordinator for review regardless of whether the complainant choses to pursue criminal charges.

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

Davidson College has procedures in place that serve to be sensitive to victims who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party, such as housing, academic, transportation and working accommodations, if reasonably available. Davidson College will make such accommodations, if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to Davidson College Campus Police or local law enforcement. Students should contact Title IX Coordinator Carley Dix at 704-894-2591 or cadix@davidson.edu and employees should contact Human Resources at 704-894-2214.

If a report of domestic violence, dating violence, sexual assault or stalking is reported to Davidson College, below are the procedures that the college will follow:
<table>
<thead>
<tr>
<th>Reported Incident</th>
<th>Procedure Institution Will Follow</th>
</tr>
</thead>
</table>
| **Stalking**      | 1. Institution will assess immediate safety needs of complainant  
2. Institution will assist complainant with contacting local police if complainant requests and provide the complainant with contact information for local police department  
3. Institution will provide written instructions on how to apply for Protective Order  
4. Institution will provide written information to complainant on how to preserve evidence  
5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate  
6. Institution will provide the victim with a written explanation of the victim’s rights and options  
7. Institution will provide a “No Trespass/No Contact” directive to accused party if deemed appropriate |
| **Dating Violence** | 1. Institution will assess immediate safety needs of complainant  
2. Institution will assist complainant with contacting local police if complainant requests and provide the complainant with contact information for local police department  
3. Institution will provide written instructions on how to apply for Protective Order  
4. Institution will provide written information to complainant on how to preserve evidence  
5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate  
6. Institution will provide the victim with a written explanation of the victim’s rights and options  
7. Institution will provide a “No Trespass/No Contact” directive to accused party if deemed appropriate |
| **Sexual Assault** | 1. Depending on when reported (immediate vs delayed report), institution will provide complainant with access to medical care  
2. Institution will assess immediate safety needs of complainant  
3. Institution will assist complainant with contacting local police if complainant requests and provide the complainant with contact information for local police department  
4. Institution will provide complainant with referrals to on and off campus mental health providers  
5. Institution will assess need to implement interim or long-term protective measures, if appropriate  
6. Institution will provide the victim with a written explanation of the victim’s rights and options  
7. Institution will provide a “No Trespass/No Contact” directive to accused party if deemed appropriate  
8. Institution will provide written instructions on how to apply for Protective Order  
9. Institution will provide a copy of the policy applicable to Sexual Assault to the complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution  
10. Institution will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and the outcome of the hearing  
11. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation |
| **Domestic Violence** | 1. Institution will assess immediate safety needs of complainant  
2. Institution will assist complainant with contacting local police if complainant requests and complainant provided with contact information for local police department  
3. Institution will provide written instructions on how to apply for Protective Order  
4. Institution will provide written information to complainant on how to preserve evidence  
5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate  
6. Institution will provide the victim with a written explanation of the victim’s rights and options  
7. Institution will provide a “No Trespass/No Contact” directive to accused party if deemed appropriate |
Assistance for Victims: Rights and Options

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the College will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options. Such written information will include:

- The procedures victims should follow if a crime of dating violence, domestic violence, sexual assault or stalking has occurred;
- Information about how the institution will protect the confidentiality of victims and other necessary parties;
- A statement that the institution will provide written notification to students and employees about victim services within the institution and in the community;
- A statement regarding the institution’s provisions about options for, available assistance in, and how to request accommodations and protective measures; and
- An explanation of the procedures for institutional disciplinary action.

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

Davidson College complies with North Carolina law in recognizing Domestic Violence Protection Orders (50B orders) as well as Civil No-Contact Order (50C orders) by complying with court orders. For example, any person who obtains an order of protection from North Carolina or any state in the US should provide a copy to Campus Police and the Office of the Title IX Coordinator (students) or Human Resources (employees). A complainant may then meet with Campus Police to develop a Safety Action Plan, which is a plan for campus police and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to: escorts, special parking arrangements, providing a temporary cellphone, changing classroom location or allowing a student to complete assignments from home, etc. Davidson College cannot apply for a legal order of protection, no contact order or restraining order for a victim from the applicable jurisdiction(s).
The victim is required to apply directly for these services at the Mecklenburg County Magistrate’s Office in Charlotte. Protection from abuse orders may be available through the following process in North Carolina:

**Step 1**: Proceed to the courthouse to obtain and file the necessary forms.

During business hours, go to the clerk of civil court; otherwise, go to the magistrate's office in order to file for a domestic violence protective order (a "DVPO"). If emergency protection is needed, request an ex parte/temporary emergency order from the clerk.

To find contact information for the courthouse in your area, click on https://www.womenslaw.org/find-help/courthouse-locationsT

The abused can obtain the forms needed from the clerk or obtain the forms beforehand online at http://www.nccourts.org/Forms/Documents/CompleteIndex.pdf in the Civil Section.

On the complaint, accuser will be the "plaintiff" and the accused will be the "defendant." In the space provided, write about the most recent incidents of violence, using specific language (slapping, hitting, grabbing, threatening, etc.) that fits your situation. Include details and dates, if possible. Clerks and magistrates can assist the accuser with which blanks to fill in, but they cannot help the accuser with what to write. Do not sign the forms until in front of a notary or a clerk.

If the abuser has any firearms, be sure to alert the court so the firearms can be removed from the abuser's possession. If children are involved, the box asking for temporary custody may be checked.

**Step 2**: The accused can ask for an ex parte temporary order for immediate protection.

If the accuser needs immediate protection, they can check the box on the complaint to ask for an ex parte order. An ex parte order is a temporary emergency order that a judge can grant if the accuser and their children are in immediate danger. The accused will not be notified beforehand that the accuser is asking the judge for an ex parte order.

If the judge believes the accuser or their children are in serious and immediate danger, they may issue an ex parte order which is good for 10 days, until the full court hearing is held. If the accuser is there after business hours, some magistrates may issue an ex parte order which is good only until the case is heard by a judge, which should occur by the end of the next day on which the court is in session in the county.
The accuser must return to the courthouse to see a judge to get an ex parte order that will last for up to 10 days, until a full court hearing is held. Whether the judge or magistrate grants an ex parte order or not, a court date for a full court "hearing" will be scheduled within 10 days. This hearing will be in front of a judge at the time shown on the Notice of Hearing. At this hearing, the accused and the accuser will both have a chance to explain their side to the judge.

**Step 3: Take the forms to the sheriff's department**

If the clerk does not provide this service, the accuser may have to take the appropriate forms to the sheriff's department so they can serve the defendant with the summons, complaint, and notice of hearing (and the ex parte order if one was granted). Counties do this differently. In some counties the clerk of courts sends the forms to the sheriff; in other counties, the plaintiff has to take the forms to the sheriff. The accuser can receive assistance by contacting the local domestic violence program or the clerk of court to find out the way it is handled in the respective county.

The accuser will have to provide some contact information for the defendant so the sheriff can find them. The accuser may want to provide the sheriff a picture of the defendant and any information that will help them locate them. The defendant must receive notice of the hearing from the sheriff. If the defendant does not receive notice, the hearing will be rescheduled. In addition, if an ex parte order was granted, the defendant must be served with the order for it to be in effect and be enforced.
<table>
<thead>
<tr>
<th>Type of Order:</th>
<th>Who Can File For One:</th>
<th>Court:</th>
<th>Based On:</th>
</tr>
</thead>
</table>
| Domestic Violence Civil Protection Order – (DVPO) 50B – up to 1 year can be renewed | Family or household members including:  
  - Your spouse, or former spouse,  
  - A person of the opposite sex with whom you live or used to live,  
  - Someone you are related to, including parents, children, grandparents and grandchildren, over the age of 16,  
  - Someone with whom you have a child in common,  
  - A current or former household member, or  
  - Someone of the opposite sex whom you are dating or have dated. | Clerk of Court or Magistrate  
  – You can file a petition in the county where you live (permanently or temporarily), or in the county where the abuser lives. |  
  - attempts to cause bodily injury, or intentionally causes bodily injury;  
  - places you or a member of your family or household in fear of imminent serious bodily injury;  
  - continued harassment that rises to such a level as to inflict substantial emotional distress; or  
  - commits any rape or sexual offense. |
| Ex-Parte DVPO – Emergency temporary up to 10 days  | Family or household members including:  
  - Your spouse, or former spouse,  
  - A person of the opposite sex with whom you live or used to live,  
  - Someone you are related to, including parents, children, grandparents and grandchildren, over the age of 16,  
  - Someone with whom you have a child in common,  
  - A current or former household member, or  
  - Someone of the opposite sex whom you are dating or have dated. | Clerk of Court or Magistrate  
  – You can file a petition in the county where you live (permanently or temporarily), or in the county where the abuser lives. |  
  - attempts to cause bodily injury, or intentionally causes bodily injury;  
  - places you or a member of your family or household in fear of imminent serious bodily injury;  
  - continued harassment that rises to such a level as to inflict substantial emotional distress; or  
  - commits any rape or sexual offense. |
| Temporary Civil No-Contact Order 50C – Stalking or Nonconsensual sexual contact – up to 10 days | Any person who has suffered nonconsensual sexual acts or stalking as defined by North Carolina law, committed by someone you do not have an intimate or familial relationship with | Clerk of Court or Magistrate  
  – You can file for a civil no-contact order in the district court in the county where you live, in the county where the abuser/stalker lives, or in the county where the unlawful conduct took place. | The victim of either nonconsensual (unwanted) sexual conduct or stalking |
| Civil No-Contact Order 50C – Stalking or Nonconsensual sexual contact – up to 1 year can be renewed | Any person who has suffered nonconsensual sexual acts or stalking as defined by North Carolina law, committed by someone you do not have an intimate or familial relationship with | Clerk of Court or Magistrate  
  – You can file for a civil no-contact order in the district court in the county where you live, in the county where the abuser/stalker lives, or in the county where the unlawful conduct took place. | The victim of either nonconsensual (unwanted) sexual conduct or stalking |
Davidson College may issue an institutional no contact order if deemed appropriate or at the request of the victim and/or accused. If the college receives a report that such an institutional no contact order has been violated, the college will initiate disciplinary proceedings appropriate to the status of the accused (student, employee, etc.) and will impose sanctions if the accused is found responsible for violating the no contact order.

**Accommodations and Protective Measures Available for Victims**

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Davidson College will provide written notification to students and employees about accommodations available to them, including academic, living, transportation and working situations. The written notification will include information regarding the accommodation options, available assistance in requesting accommodations, and how to request accommodations and protective measures (i.e., the notification will include the name and contact information for the individual or office that should be contacted to request the accommodations).

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

To request changes to academic, living, transportation and/or working situations or protective measures, students should contact Title IX Coordinator Carley Dix at 704-894-2591 or cadix@davidson.edu and employees should contact Human Resources at 704-894-2214.

**On and Off Campus Services for Victims**

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Davidson College will provide written notification to students and employees about existing assistance with and/or information about obtaining resources and services including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and assistance in notifying appropriate local law enforcement. These resources include the following:
<table>
<thead>
<tr>
<th>ON CAMPUS</th>
<th>Type of Services Available</th>
<th>Service Provider for both Students and Employees</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Counseling</td>
<td>Counseling Support Groups, Stress</td>
<td>Student Counseling Center</td>
<td>704-894-2451</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Employee EAP McLaughlin Young</td>
<td>704-529-1428 or 800-633-3353</td>
</tr>
<tr>
<td>Health</td>
<td>Routine health care for most health issues from sinus infections to pap smears</td>
<td>Student Health Center</td>
<td>704-894-2300</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Employee Insurance</td>
<td></td>
</tr>
<tr>
<td>Mental Health</td>
<td>Psychiatric Services</td>
<td>Student Counseling Center</td>
<td>704-894-2451</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Employee EAP McLaughlin Young</td>
<td>704-529-1428 or 800-633-3353</td>
</tr>
<tr>
<td>Victim Advocacy</td>
<td>Confidentiality</td>
<td>Student Counseling Center</td>
<td>704-894-2451</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Employee EAP McLaughlin Young</td>
<td>704-529-1428 or 800-633-3353</td>
</tr>
<tr>
<td>Legal Assistance</td>
<td>Guidance</td>
<td>Students – VP and General Counsel</td>
<td>704-894-2053</td>
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<tr>
<td></td>
<td></td>
<td>Employee – Human Resources Associate Director</td>
<td>704-894-2214</td>
</tr>
<tr>
<td>Visa and Immigration Assistance</td>
<td>Information about U.S. visas</td>
<td>Dean Rusk International Studies Program</td>
<td>704-894-2440</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Employee – Human Resources Associate Director</td>
<td>704-894-2214</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>Financial Aid</td>
<td>Financial Aid Office</td>
<td>704-894-2232</td>
</tr>
<tr>
<td>Other</td>
<td>Counseling Support Groups</td>
<td>Chaplain’s Office</td>
<td>704-894-2423</td>
</tr>
<tr>
<td>OFF CAMPUS</td>
<td>Type of Services Available</td>
<td>Service Provider for both Students and Employees</td>
<td>Contact Information</td>
</tr>
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</tr>
<tr>
<td>Counseling</td>
<td>Counseling Support Groups</td>
<td>Safe Alliance</td>
<td>704-332-9034</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Safe Alliance (Victim Assistance and Rape Crisis)</td>
<td>704-375-9900 (24 Hour)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Shelter for Battered Women</td>
<td>704-332-2513</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Victim Assistance/Domestic Violence</td>
<td>704 336-4126</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Salvation Army Center of Hope Women and Children's Shelter</td>
<td>704-348-2560</td>
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<tr>
<td></td>
<td></td>
<td>Women's Commission</td>
<td>704-336-3210</td>
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<tr>
<td></td>
<td></td>
<td>Domestic Violence Healthcare Project</td>
<td>704-446-3999</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Project Safe (based at Presbyterian Hospital)</td>
<td>704-614-7212</td>
</tr>
<tr>
<td>Health</td>
<td>Emergency Services</td>
<td>Novant Health</td>
<td>704-384-4000</td>
</tr>
<tr>
<td></td>
<td></td>
<td>CMC Main</td>
<td>704-355-2000</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Lake Norman Hospital</td>
<td>704-660-4000</td>
</tr>
<tr>
<td>Mental Health</td>
<td>Psychiatric Services</td>
<td>Carolinas HealthCare System Behavioral Health Davidson, NC</td>
<td>704-801-9400</td>
</tr>
<tr>
<td>Victim Advocacy</td>
<td>Confidentiality</td>
<td>Victim Assistance/Domestic Violence</td>
<td>704 336-4126</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Safe Alliance</td>
<td>704-332-9034</td>
</tr>
<tr>
<td>Legal Assistance</td>
<td>County District Attorney’s Office or Personal Attorney</td>
<td>Is not available</td>
<td>Is not available</td>
</tr>
<tr>
<td>------------------------------------------------------</td>
<td>-------------------------------------------------------</td>
<td>------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>Student Financial Aid</td>
<td>Financial Aid Federal Student Aid</td>
<td><a href="https://fafsa.ed.gov/">https://fafsa.ed.gov/</a></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>Shelter for Battered Women (Spanish)</td>
<td>704-332-2513</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Victim Assistance (Spanish)</td>
<td>704-336-4126</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Programa Confianza</td>
<td>704-432-6970</td>
<td></td>
</tr>
</tbody>
</table>

Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:
https://www.rainn.org/ – Rape, Abuse and Incest National Network
http://www.justice.gov/ovw/sexual-assault - Department of Justice
http://www2.ed.gov/about/offices/list/ocr/index.html Department of Education, Office of Civil Rights

**Confidentiality**

Victims may request that directory information on file with the College be withheld, students should contact Title IX Coordinator Carley Dix at 704-894-2591 or cadix@davidson.edu and employees should contact Human Resources at 704-894-2214.

Regardless of whether a victim has opted-out of allowing the College to share “directory information,” personally identifiable information about the victim and other necessary parties will be treated as confidential and only shared with persons who have a specific need-to-know, i.e., those who are investigating/adjudicating the report or those involved in providing support services to the victim, including accommodations and protective measures. By only sharing personally identifiable information with individuals on a need-to-know basis, the institution will maintain as confidential, any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.
The college does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Furthermore, if a Timely Warning Notice is issued on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld.

**Adjudication of Violations**

The college’s disciplinary process includes a prompt, fair, and impartial investigation and resolution process. In all instances, the process will be conducted in a manner that is consistent with the institution’s policy and that is transparent to the accuser and the accused. Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within 60 days of the report. However, each proceeding allows for extensions of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay. College officials involved in the investigation or adjudication of domestic violence, dating violence, sexual assault and stalking complaints are trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking as well as how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability. Furthermore, each policy provides that:

- The accuser and the accused will have timely notice for meetings at which the accuser or accused, or both, may be present;

- The accuser, the accused and appropriate officials will have timely and equal access to any information that will be used during formal and informal disciplinary meeting and hearings;

- The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused;

- The accuser and the accused will have the same opportunities to have others present during any institutional disciplinary proceeding. The accuser and the accused each have the opportunity to be advised by an advisor of their choice at any stage of the process and to be accompanied by that advisor to any related meeting or proceeding. The College will not limit the choice of advisor or presence for either the accuser or the accused in any meeting or institutional disciplinary proceeding. However, the role of the advisor is limited to: The advisor’s role is to provide support, guidance, or advice to the Complainant or Respondent. The advisor has no formal role in the complaint resolution process and cannot act on behalf of the Complainant or Respondent in relation to the complaint resolution process. The advisor’s role in any meeting or proceeding is limited to requesting reasonable breaks to confer privately with the advisee. Advisors may not record the meetings or proceedings, take notes, ask questions, or otherwise actively participate in meetings or proceedings. The Complainant and Respondent may share
with their advisor notices and information provided to them in relation to complaint resolution under this Policy, provided that the advisor shall keep such materials confidential unless the advisor is otherwise authorized to disclose the information contained therein.

The accuser and the accused will be notified simultaneously, in writing, of the result of any institutional disciplinary proceeding that arises from an allegation of dating violence, domestic violence, sexual assault or stalking.

Where an appeal is permitted under the applicable policy, the accuser and the accused will be notified simultaneously in writing, of the procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding.

When an appeal is filed, the accuser and the accused will be notified simultaneously in writing of any change to the result prior to the time that it becomes final as well as of the final result once the appeal is resolved.

Whether or not criminal charges are filed, the college or a person may file a complaint under the following policies, depending upon the status of the accused (student or employee):

Students:

Policies, Procedures, and Information on Sexual Misconduct, Relationship Abuse and Violence, and Stalking

A full copy of the policy can be found at:  https://www.davidson.edu/offices-and-services/dean-students/sexual-misconduct/policy-procedures

How to File a Disciplinary Complaint Under this Policy

The college provides the following options for reporting an act of sexual misconduct, stalking, or relationship abuse and violence. You are encouraged to report an incident even if you do not want to file a criminal report or initiate Davidson’s internal complaint procedures: by reporting, the college can ensure you have access to counseling services, academic support services, and any other interim measures that are appropriate. Incident reports also provide information to help the college provide a safe and non-discriminatory environment for all members of the college community.

All non-confidential reports will be reported to the Title IX Coordinator, who will meet with you to review your options and all available resources. The college will limit disclosure of information included in a non-confidential report to those individuals involved in the college’s
response to the report and to legally required or permitted disclosures. This means only people who need to know will be told.

**Report to Campus Police.** Sexual assault (including rape), physical violence, and stalking are serious criminal acts and you are strongly encouraged to report criminal acts to the police. Although the college strongly encourages all members of its community to report violations of this policy to law enforcement, it is your choice whether or not to make such a report and you have the right to decline involvement with the police.

The Davidson College Public Safety Office has staff trained in how to respond to a report of sexual misconduct, relationship abuse and violence, or stalking. If you prefer, you may request to speak to the Interpersonal Violence Officer (Sergeant Vanessa Benson serves in this role). Campus Police can assist you with personal safety, seeking medical attention, preserving evidence, or filing a police report. Campus Police also can contact other on- and off-campus resources to assist you. Campus Police will record the report for Clery Act purposes, but shall do so without disclosing any personally identifiable information about the Complainant.

Campus Police Main Phone: 704-894-2178
Campus Police Officer on Duty: 704-609-0344

**Report to Title IX Coordinator.** The Title IX Coordinator to oversees compliance with Title IX, which prohibits discrimination on the basis of sex in education programs or activities. Sexual misconduct is a form of sex discrimination prohibited by Title IX (Carley Dix serves in this role).

All reported incidents of sexual misconduct involving students are reviewed by the Title IX Coordinator. The Title IX Coordinator will provide you with a written explanation of your rights and options under this Policy, including resources and services available to you, your option to request assistance or interim measures and additional remedies, and an explanation of the college’s internal complaint resolution procedures. The Title IX Coordinator also will report the alleged incident to Campus Police for Clery Act purposes, but may refrain from disclosing personally identifiable information about you to Campus Police at your request.

Carley Dix, Title IX Coordinator: 704-894-2591, cadix@davidson.edu

**Report to a Responsible Employee.** Reports made to a Responsible Employee will be referred to the Title IX Coordinator for assessment. A Responsible Employee who receives a report must report all relevant details about the alleged misconduct to the Title IX Coordinator, including the date, time, and location of the alleged misconduct, and the names of the person who provided the report, the individual who experienced the alleged misconduct and the individual(s) accused of committing the alleged misconduct, and any other students involved in the alleged misconduct.
Responsible employees include faculty, Student Life staff, Resident Life student staff members, Public Safety staff, coaching staff, supervisors of student employees, Title IX and Deputy Title IX Coordinators, the President and the Principal Executive Staff.

**How the College Determines Whether This Policy will be Used**

Upon receipt of a formal complaint, the Dean of Students will determine whether the allegations in the formal complaint, if proven, would constitute a violation of this policy. If the allegations would constitute a violation of this policy, then the Dean of Students shall prepare a written Notice of Investigation which will include: the nature, time, and place of the alleged violations (including the specific prohibited acts alleged), the name and contact information of the Investigator, a statement regarding confidentiality of the process, and a statement on the policy which prohibits retaliation. The Dean of Students will provide both Complainant and Respondent with the written Notice of Investigation, and will also provide the parties with a copy of this policy, and a list of staff and students trained as advisors.

**Steps in the Disciplinary Process and Anticipated Timelines**

In typical cases, the timeframe for the complaint resolution process (starting with the filing of a formal complaint and ending with the notice of the Sexual Misconduct Board’s determination of whether a policy violation occurred), not including any appeals, will not exceed 60 calendar days:

1. The Dean of Students provides Notice of Investigation to Complainant and Respondent ordinarily within three (3) calendar days of receiving a formal complaint.
2. The parties provide notice of the identity of their advisor ideally at least one (1) calendar day in advance of the advisor attending a meeting or proceeding under this Policy.
3. The college will make every effort to complete an investigation in 30 calendar days. At the conclusion of the investigation, the Dean of Students will notify the parties whether, based on information gathered in the investigation, there are any additions or revisions to the policy violations alleged.
4. The Chair shall arrange for the parties to access the information in the investigation report typically within three (3) calendar days of the Chair’s review and redaction of the investigation report.
5. Within one (1) calendar day of accessing the information, each party shall notify the Chair whether the party requests to meet with the Investigator for the purposes of responding to this information. The parties’ meetings with the Investigator should occur within three (3) calendar days of the request to the Chair. The Investigator then has two (2) calendar days to submit a written report of the parties’ responses to the Chair.
6. Within three (3) calendar days of the end of the review and response period, the Chair notifies the parties that the final investigation packet has been issued to the Board and provides an opportunity for the parties to access the information in the final investigation packet.
7. The parties have up to three (3) calendar days after the final investigation packet is issued to request a conference with the Board and to submit a written Impact Statement or Statement in Mitigation to the Chair.
8. The Chair will make every effort to conclude the complaint resolution process and distribute the Notice of Action within two (2) calendar weeks of issuing the final investigation packet to the Board.

9. Previously unavailable relevant evidence that could significantly impact the result of the Board’s determination must be brought to the attention of the Chair within five (5) calendar days of receiving the written Notice of Action.

10. Appeals must be filed within five (5) calendar days of receiving the written Notice of Action. The Chair shall provide an opportunity for the parties to access the written digest of the conference and exhibits (if any) at least two (2) calendar days prior to the deadline for filing an appeal.

11. The appeal officer ordinarily will decide within five (5) business days of receiving the record on appeal whether the appeal states sufficient grounds to be considered.

12. The appeal officer ordinarily will provide a written notice of outcome within seven (7) calendar days of the decision to consider the appeal.

**Decision-Making Process**

The Sexual Misconduct Board determines whether a policy violation occurred and imposes sanctions for policy violations as appropriate. The Board will review the final investigation packet and may request any additional relevant information from the Investigator or third parties. The parties will have the opportunity to access any such requests for additional relevant information and any information produced in response to such requests prior to the Board’s determination of whether a policy violation occurred. The parties may not make copies or take photographs of the additional relevant information. The Complainant has an opportunity to submit a written impact statement, and the Respondent has an opportunity to submit a written statement in mitigation or extenuation. These statements shall not exceed two (2) pages and should be submitted to the Chair no later than three (3) calendar days after the Chair issues the final investigation packet. These statements would only be reviewed by the Board and made part of the record if the Board determines that a policy violation occurred. In that event, the statements would be reviewed by the Board in determining sanctions as described below. If either the impact statement or mitigation statement include information deemed by the Chair to be irrelevant or immaterial, the Chair shall redact (remove) the irrelevant or immaterial information prior to distributing to the Board.

The Board may hold a conference with Complainant, Respondent, and the Investigator upon the request of any Board member, Complainant, or Respondent. Requests for a conference should be made as soon as possible after the final investigation packet is issued, but in any event no later than three (3) calendar days thereafter. At Complainant’s request, the Chair will arrange for Complainant to participate in the conference outside the presence of the Respondent (e.g., by using a room divider, using separate conference rooms, using technology such as Skype).

The focus of such conference will only be to clarify information presented in the investigation report. The Board will not receive new evidence not included in the report. Previously unavailable relevant information should be brought to the attention of the Chair, who will determine whether the information will be considered by the Board.
Board members may ask questions of the Complainant, Respondent, or Investigator, and Complainant and Respondent each may make a statement to the Board to clarify information presented in the investigation report. If either Complainant or Respondent does not appear at the conference, after confirmation by the Chair that the party was duly notified of the date and time of the conference, the conference will proceed and the party who failed to appear will be deemed to have waived the right to timely and equal access to information from the conference that the Board uses in the complaint resolution process.

**Standard of Evidence**

The Sexual Misconduct Board considers the greater weight of the credible evidence to determine whether a policy violation occurred. This standard, referred to as the “preponderance of the evidence,” means the Board, after considering all of the evidence, must find that it is more likely than not that the alleged violation occurred. A majority of the Board must concur in the determination that a policy violation occurred.

**Possible Sanctions Include:**

**Warning:** Notice, oral or in writing, that continuation or repetition of conduct in violation may be cause for more severe disciplinary sanctions.
**Censure:** A written reprimand, which may include warning of more severe disciplinary sanction in the event of determination of a subsequent violation within a stated period of time.
**Apology:** Oral or written apologies to persons or groups upon whose rights the Respondent may have infringed.
**Mandatory educational programming:** for alcohol or drug-related misconduct.
**Loss of status in housing lottery.**
**Eviction:** removal from on-campus housing.
**Social Probation:** exclusion from participation in privileged or extra-curricular activities for a period not exceeding one year. Social Probation may be extended to all activities, including campus social events, Patterson Court functions sponsored off campus, participation in college athletics (varsity, club, or intramural), attendance at sports events, and eating house, sorority, or fraternity activities. Violation of this policy, the Code of Responsibility, or the Honor Code during the period of probation will normally result in suspension from the college.
**Restricted Access:** limiting campus access to certain areas of campus and/or specific times of day.
**Suspension for a definite period of time:** Exclusion from classes and other privileges of activities with forfeiture of academic credit, as set forth in the notice of action, for a definite time, beginning immediately. If suspension is for more than one term, the suspension shall begin immediately and shall be served in consecutive terms.
**Indefinite suspension:** Termination of student status, subject only to formal readmission, with no right to petition for readmission before the expiration of one calendar year from the date of suspension.
When students are suspended they shall ordinarily leave campus within forty-eight hours after conclusion of the complaint resolution process. A suspended student shall not come on campus without the permission of the Dean of Students.

In the event that social probation is imposed during the student’s senior year and the probationary period extends beyond the date of commencement, the student shall not be eligible for a degree until the end of the probationary period.

Failure to comply with sanctions imposed will ordinarily result in harsher sanctions, including suspensions.

**Petition for readmission**

A student who has been suspended for an indefinite period pursuant to this Policy may petition in writing for readmission to the Faculty Executive Committee, with no right to petition for readmission before the expiration of one calendar year from the date of suspension. This petition will be submitted to the Dean of Students. The Faculty Executive Committee may, when possible, consult with members of the Sexual Misconduct Board who heard the student’s case.

**Range of Protective Measures Available to a Victim Alleging Misconduct**

- No- contact order between Respondent and Complainant
- Limiting access to certain college facilities or activities (including “social probation”)
- Limiting access to campus to specific times of day
- Alteration of class schedule
- Alteration of on-campus housing arrangements
- Removal from on-campus housing
- Changing campus work schedules or job assignments
- Suspension from on-campus employment
- Suspension from athletic teams or other student organizations
- Rescheduling of exams, papers, or other assignments
- Provisional suspensions or restrictions as provided in Extraordinary Disciplinary Powers of the President section of the student handbook
- Taking an incomplete in a class
- Authorized withdrawal from a class
- Alternative course completion options
- Voluntary leave of absence
- Access to counseling services
- Providing an escort to ensure safe movement between classes and activities
- Providing academic support services
- Any other remedy that can be tailored to the involved individuals to achieve the goals of this Policy
Where Complainant and Respondent are members of the same organization or athletic team, the Title IX Coordinator and Dean of Students will consider ways to permit both students to continue participation, but when such compromise is not possible, the Dean of Students has the discretion to determine whether one or both students is restricted from participation.

Training

College officials involved in the complaint resolution process shall receive annual training on this policy and issues related to sexual misconduct, including how to conduct a complaint resolution process that protects individuals who are targets of sexual misconduct and that promotes accountability. Investigators will receive annual training on how to conduct an investigation.

Employees:

Employee Sexual Harassment and Sexual Misconduct Policy

A complete copy of the policy can be found at https://www.davidson.edu/offices-and-services/dean-students/sexual-misconduct/policy-procedures.

How to File a Disciplinary Complaint Under this Policy

To initiate the college’s internal complaint procedures the Complainant must file a formal complaint with the Director of Human Resources if the Respondent is an employee (faculty, staff or temporary non-student). A formal complaint must include, at a minimum, the time, place, and type of Prohibited Act(s) alleged, a factual summary of the alleged incident(s), and the name of the Respondent. The Complainant may file the complaint in writing or verbally.

How the College Determines Whether This Policy will be Used

Upon receipt of a formal complaint, the Director of Human Resources will determine whether the allegations in the formal complaint, if proven, would constitute a violation of this Policy. If the allegations would constitute a violation of this Policy, then the Director of Human Resources shall prepare a written Notice of Investigation which will include: the nature, time, and place of the alleged violation(s), the name and contact information of the Investigator, a statement regarding confidentiality of the process, and a statement on the policy which prohibits retaliation. The Director of Human Resources will provide both Complainant and Respondent with the written Notice of Investigation, and will also provide the parties with a copy of this Policy.

If the allegations in the formal complaint would not meet the definition of harassment and discrimination as defined in this Policy, the Director of Human Resources will provide notice to the Complainant that the college does not intend to investigate the complaint and will provide the reasons the complaint has been rejected for investigation.
Steps in the Disciplinary Process

Notice of Action

The Director of Human Resources shall distribute to the Respondent a notice of determination of whether a policy violation occurred, including the rationale for the decision and the disciplinary action imposed, if any. He/she shall concurrently provide a copy of the Notice of Action to the Complainant, with any redactions as required by federal law. Both parties will be able to review at this time the Final Investigation Report individually with the Investigator.

Disciplinary Action and Additional Remedies

If the Respondent is a staff member and the Director of Human Resources affirms a policy violation occurred, he/she will impose disciplinary action and in determining disciplinary action, the Director of Human Resources will attempt to fairly fit the sanction to the violation seen in total context. For example, a fairly severe action might appropriately be imposed for a relatively minor violation which has been persistently repeated despite formal warning, while a relatively minor action might appropriately be imposed for a serious violation when substantial extenuation is shown.

If the Respondent is a faculty member and the Vice President of Academic Affairs and Dean of Faculty (VPAA/DoF) affirms that a policy violation occurred, the VPAA/DoF will impose disciplinary action and in determining disciplinary action, will attempt to fairly fit the sanction to the violation seen in total context.

Anticipated Timelines

The length of the investigation depends on the circumstances of each case, but the college will make every effort to complete an investigation in 30 days.

In typical cases, the timeframe for the complaint resolution process (starting with the filing of a formal complaint) will not exceed sixty (60) days. In some circumstances—including, but not limited to, cases involving a parallel criminal process; cases involving multiple alleged Policy violations, Complainants, and/or Respondents; and when the complaint resolution process has to accommodate periods of time when the college is not in session—the timeframe for the complaint resolution process will exceed sixty (60) days.
Decision-Making Process

Investigation Procedures

The investigation will be conducted in a prompt, fair, thorough, and impartial manner. At a minimum, it will include obtaining information from the Complainant and Respondent and pertinent witnesses, and soliciting and reviewing documentation relevant to the investigation including available police reports.

The Complainant and Respondent will be asked to identify all information they would like the Investigator to review, including any witnesses they would like to be interviewed. Decisions about interviews and collection and evaluation of information are at the discretion of the Investigator. The Investigator may need to interview the Complainant and Respondent multiple times during the investigation. The Investigator will present a non-disclosure agreement to all individuals involved in the investigation.

Draft Investigation Report

At the conclusion of the investigation, the Investigator will prepare a written investigation report, summarizing the information gathered, outlining the contested and uncontested information and including as exhibits any relevant documentation. The Complainant and Respondent will have an opportunity to review the draft report individually, to meet with the Investigator and to submit additional comments and information to the Investigator.

Final Investigation Report

Following comment and review of any additional information gained following the meeting with the Complainant and Respondent, the Investigator will prepare the Final Investigation Report which will include a recommendation by the Investigator as to whether the evidence supports a finding that a policy violation occurred by the Preponderance of the Evidence Standard defined below. In reaching this recommended finding, the Investigator will consult with General Counsel. The Investigator shall submit for review the investigation report and exhibits to the Director of Human Resources if the Respondent is a staff member and to the VPAA/DoF if the Respondent is a faculty member.

Determination of Responsibility

If the Respondent is a staff member, the determination of responsibility is made by the Director of Human Resources. The determination of responsibility is based solely on information presented in the investigation report.

If the Respondent is a faculty member, the determination of responsibility is made by the VPAA/DoF. The determination of responsibility is based solely on information presented in the investigation report.
Standard of Evidence

The Director of Human Resources or the VPAA/DoF considers the greater weight of the credible evidence to determine whether a policy violation occurred. This standard, referred to as the “preponderance of the evidence,” means the decision-maker, after considering all of the evidence, must find that it is more likely than not that the alleged violation occurred.

Possible Sanctions

**Warning:** Notice, oral or in writing, that continuation or repetition of conduct in violation may be cause for more severe disciplinary action.

**Censure:** A written reprimand, which may include warning of more severe disciplinary action in the event of determination of a subsequent violation within a stated period of time.

**Apology:** Oral or written apologies by Respondent to persons or groups upon whose rights the Respondent may have infringed.

**Mandatory educational programming:** for alcohol or drug-related misconduct.

**Restricted Access:** limiting campus access to certain areas of campus and/or specific times of day.

**Paid suspension** for a definite period of time

**Unpaid suspension** for a definite period of time.

**Demotion**

**Termination** of employment

If the VPAA/DoF determines the policy violation is serious enough to suspend or terminate for adequate cause an appointment with continuous tenure, he/she will follow the dismissal and suspension procedures set forth in The Davidson College Faculty Handbook in Section 8 of Article X.

Range of Protective Measures Available to a Victim Alleging Misconduct

- No-contact order between Respondent and Complainant
- Limiting access to certain college facilities or activities
- Limiting access to campus to specific times of day
- Alteration of work schedules or job assignment
- Alteration of office arrangements
- Removal from on-campus housing
- Suspension with or without pay from on-campus employment
- Voluntary leave of absence
- Access to counseling services and related release time
- Providing an escort to ensure safe movement on campus
- Other remedies that may be tailored to the involved individuals to achieve the goals of this Policy. Additional interim measures and additional remedies may be available for students bringing reports under this Policy. See Policies, Procedures and Information on Sexual Misconduct, Relationship Abuse and Violence, and Stalking.
Training

College officials involved in the complaint resolution process shall receive annual training on this Policy and issues related to sexual misconduct, including how to conduct a complaint resolution process that protects individuals who are targets of sexual misconduct and that promotes accountability. Investigators will receive annual training on how to conduct an investigation.

College-Initiated Protective Measures

Students:

In addition to those protective measures previously described, the Title IX Coordinator or their designee will determine whether interim interventions and protective measures should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Examples of interim protective measures include, but are not limited to: a College order of no contact, residence hall relocation, adjustment of course schedules, a leave of absence, or reassignment to a different supervisor or position. These remedies may be applied to one, both, or multiple parties involved. Violations of the Title IX Coordinator’s directives and/or protective measures will constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by Davidson College.

Employees:

Complainants seeking the assistance of interim measures or additional remedies should speak with the Title IX Coordinator or a Deputy Title IX Coordinator, who will evaluate and, if warranted, will coordinate an interim response to the request. Even when a Complainant does not specifically request that protective action be taken, the college may choose to impose interim measures or additional remedies at its discretion to ensure a safe and nondiscriminatory environment for community members.

Notification to Victims of Crimes of Violence

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

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, volunteers services or is a student.

In North Carolina, convicted sex offenders must register with the Sheriff’s Office of the county where they reside. You can link to this information, which appears on the North Carolina Department of Public Safety website, by accessing the website at [http://sexoffender.ncsbi.gov/](http://sexoffender.ncsbi.gov/).

**Workplace Violence**

To ensure the safety and security of the workplace, Davidson College has implemented the following policy. Threats and/or threatening behavior, or acts of violence by College employees against staff members, faculty, students, visitors, or other individuals on College property or by College employees while in the conduct of College business off campus, are cause for removal from the workplace and may result in discipline and/or termination of employment. As outlined in Rights, Rules, Responsibilities, threatening behavior may include—but is not limited to: hitting, shoving, sexual assault, attacks, stalking, verbal or nonverbal threats, vandalism, arson, and carrying a weapon of any type (regardless of whether the owner is licensed to carry it or not) or explosives. In addition, damage or destruction to College property by any employee will result in termination of employment.

An employee who exhibits inappropriate or disruptive workplace behavior that can be deemed threatening or potentially threatening may be subject to disciplinary action up to and including termination of employment. The employee may be required to attend an employee-assistance program for assessment and counseling as a condition of continued employment. Failure to attend counseling may result in further disciplinary action, up to and including termination of employment.

All staff members have a responsibility to report threatening or violent behavior, whether that behavior is exhibited by a member of the Davidson community or visitors to the campus.

A report of threatening and/or violent behavior is disclosed only to those accepting the report in order to protect the reporting individual(s) from possible retaliation as well as the alleged offender. Information regarding such reports is only provided to individuals with a need to know and as required by courts and law enforcement agencies.
Davidson College SSAFER System

Emergency Notification

Davidson College has a process in place to determine whether there is a significant emergency or dangerous situation on campus. Depending on the type of emergency, police and members of the college’s Emergency Management Team* will gather information and confirm that an emergency exists from on-campus law enforcement, local, state or federal law enforcement agencies, weather-tracking systems, witnesses, victims, or anonymous sources to ascertain the level of response. Once an emergency or dangerous situation is confirmed, Davidson College will alert the campus community utilizing some or all of the available systems, which include the SSAFER communication system of voice, text, and e-mail and the on-campus siren (or siren with voice, if appropriate). Use of the emergency notification systems will occur upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health and safety of students or staff occurring on campus. Davidson College will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system(s), unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or contain, respond to or otherwise mitigate the emergency. All campus employees and students registered to receive immediate notification will be alerted.

The Department of Public Safety is the primary office who determines the content of the message and initiates the SSAFER system. The SSAFER system does not segment portions of the community instead all users receive the notification. The Office of College Communications and the Office of Technology and Innovation (T&I) are back up offices to Public Safety and are also authorized to determine the content of the message and initiate the system if needed. The Office of College Communications is responsible for alerting the local community through use of public media outlets. Follow up information will be sent out to the community using additional messages from the SSAFER system until the college website is able to be updated with the information. Parents can provide their information to the Dean of Students Office each year for the purposes of receiving an email regarding emergencies on campus. If they have provided this information, they will receive an email from Dean of Students Office as soon as staffs are able to generate it.

Testing Emergency Response and Evacuation Procedures

The Department of Public Safety will conduct at least one (1) annual interagency exercise (tabletop, functional or full-field exercise) to test the College’s emergency response plan and the evacuation plan. The exercise that will be considered the HEOA exercise for the year will include coordination with the Emergency Management Team as well as the non-college emergency resources and will include a discussion of the plan to evacuate the entire campus, if that became necessary.
The annual exercise is announced in advance to the campus community. Also, the college conducts evacuation fire drills during each academic year for all residence halls. In addition to announcing the exercise using an email blast, information about the exercise is posted on the college’s internal communication network for all students, faculty, and staff. An after-action report is prepared to assess and evaluate the emergency plan and capabilities. The after-action report is reviewed by the College’s Emergency Management Team.

The Chief of Police is responsible for coordinating activities associated with planning for emergencies and coordinating exercises to test our emergency response and evacuation procedures.

Training

Alert Notification

The DPS will conduct a bi-annual test of the SSAFER system on Reading Day.

The DPS will initiate a blast email to the community following the annual HEOA test (exercise and drill) that will include basic information about the exercise and drill (date, time, location and brief description of both). The email will include a summary of the emergency response and evacuation procedures for the campus.

Campus Wide Training: Faculty and Staff Building Captains

The DPS will recruit and train faculty and staff volunteers at the beginning of each academic year to serve as Building Captains.

In the event of an evacuation, there is often confusion among the building’s occupants. Faculty and staff receive training on how to react to a building evacuation. The primary focus of the training will be instructing individuals how to effectively communicate with others, direct them safely to exits in an orderly fashion, assist public safety entities with perimeter control, and organize individuals at the proper evacuation area for head counts. Building Captains have responsibilities outside of the building during an evacuation; they are not to delay their own evacuation.

Campus-Wide Training: Students

Students will receive training during orientation or upon arrival as a transfer student on the College’s emergency procedures. While they will primarily be instructed to shelter-in-place for incidents, they will also be provided information on fire safety and building evacuation processes and routes.

Go to http://bannerweb.davidson.edu/ to register for the alert system.
*Davidson College’s Emergency Management Team consists of representatives from the following departments:
   - Finance and Administration
   - Public Safety
   - General Counsel
   - Dean of Students
   - Physical Plant
   - Academic Administration
   - Residence Life
   - Admission & Financial Aid
   - College Relations
   - Information Technology
   - Communications, Technology and Operations
   - Athletics
   - Human Resources

**SHELTER IN PLACE: WHAT IT MEANS TO SHELTER IN PLACE**

Sheltering in place provides protection from external hazards, minimizes the chance of injury and/or provides the time necessary to allow for a safe evacuation. This should be done by selecting a small, interior room if possible, with no or as few windows as possible. When authorities issue directives to shelter-in-place, do not walk outdoors, take refuge indoors immediately.

A shelter-in-place order may be issued for several reasons:

- Active Shooter
- Severe weather
- Hazardous materials
- Civil unrest
- Hostage situation
- Or any situation where it is best for you to stay where you are to avoid any outside threat.

When this occurs:

1. Remain CALM.
2. Faculty should recommend to students and others not to leave or go outside.
3. If you are in dorm rooms, remain there.
4. Select a small interior room with no or few windows as possible.
5. Close and lock all windows, exterior doors, and any other openings that lead to the outside.
6. Stay away from all windows, doors.
7. Plant Operations personnel or trained Crisis Coordinators should shut down all building ventilation fans and air conditioners, when and if appropriate.
8. If you are told there is danger of explosion, close the window shades, blinds, or curtains.
9. Select interior room(s) above the ground floor, with the fewest windows or air vents.
10. Room(s) should have adequate space for everyone to be able to sit down comfortably.
11. Avoid overcrowding by selecting several rooms when necessary.

For severe weather and civil unrest:

1. Stay inside and move away from windows.
2. Close and lock all exterior doors and offices.
3. For extreme weather, relocate to lower levels in the building

For external chemical, biological or radiological incidents:

1. Stay inside and move to an inner corridor or office.
2. Plant Operations personnel or trained Crisis Coordinators may shut down all building ventilation fans and air conditioners, when necessary and appropriate.
3. Since many chemical agents are heavier than air, and tend to hold close to the ground move to higher levels of the building if possible to reduce the transfer of contaminated air from outside to inside.
4. Remain alert for instructions and updates as they become available from the emergency personnel and university administrators.

How to evacuate:

At the sound of a fire alarm or if you are instructed to evacuate, leave your work area, classroom, fraternity or eating house or residence hall immediately and proceed to the nearest exit, and leave the building. If you are the first to recognize a fire situation, activate the alarm, evacuate to a safe location using the nearest exit, and notify Police Emergency by calling 911.

1. Remain calm
2. Do NOT use Elevators, use the Stairs.
3. Assist the physically impaired. If he/she unable to exit without using an elevator, secure a safe location near a stairwell, and immediately inform Police or the responding Fire Dept. of the individual's location.
4. Proceed to a designated evacuation location clear area at least 150 feet from the building. Keep all walkways clear for emergency vehicles.
5. Make sure all personnel are out of the building.
6. Do not re-enter the building.
Building Captain Program

Building Captains should attempt to account for students, faculty, staff, and visitors who are in their assigned areas of responsibility at the time of the evacuation. Once you have assembled at your pre-determined meeting place, conduct a reasonable accounting of personnel. Inform Public Safety officials or Fire responders if someone is unaccounted for, or if you suspect someone did not exit the building, and inform them of the missing person’s last known whereabouts. For more information on the Building Captain Program at Davidson, contact Sergeant Vanessa Benson at vabenson@davidson.edu.

Crime statistics

The Department of Public Safety maintains a relationship with the Town of Davidson Police Department and Iredell County Sheriff’s Office to ensure that it is notified of any crime report that is made directly to them.

The Department of Public Safety will disclose any crime report made directly to any local law enforcement agency by a member of the campus community.

Definitions of Reportable Crimes

The DPS prepares the Annual Security and Fire Safety Report by collecting crime and fire statistics from state and local agencies as well as CSA’s, DPS reports and Office of Residence Life and Housing so that we may disclose crime and fire statistics in the following reported crime to our community and prospective students and employees.

Criminal homicide

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

Sex Offenses

Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

- Rape is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- Fondling is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- Incest is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

- Statutory Rape is defined as sexual intercourse with a person who is under the statutory age of consent.

**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 aggravated assault is 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 a 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 that could and probably would result in serious personal injury if the crime were successfully completed.)

**Burglary**

Burglary is 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 a felony, breaking and entering with intent to commit a larceny, housebreaking, safecracking, and all attempts to commit any of the aforementioned acts.

**Motor Vehicle Theft**

Motor vehicle theft is the theft or attempted theft of a motor vehicle. (Motor vehicle theft is classified as any case where an automobile is taken by a person not having lawful access, even if the vehicle is later abandoned, including joy riding.)

**Arson**

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

**Domestic Violence:**

A Felony or misdemeanor crime of violence committed— By a current or former spouse or intimate partner of the victim; By a person with whom the victim shares a child in common; By a person who is cohabitating with, or has cohabited with, the victim as a spouse or intimate partner; By a person similarly situated to a spouse of the victim under the domestic or family
violence laws of the jurisdiction in which the crime of violence occurred; or By any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Dating Violence**

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

**Stalking**

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.

**Other Offense**

- **Liquor law violation.** The violation of laws or ordinances prohibiting: The manufacture, sale, transporting furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; 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 activities. (Drunkenness and driving under the influence are not included in this definition).

  North Carolina General Statues regarding alcohol violations can be found at:
  http://www.ncleg.net/EnactedLegislation/Statutes/HTML/ByArticle/Chapter_18B/Article_3.html
  http://www.ncleg.net/EnactedLegislation/Statutes/HTML/ByArticle/Chapter_18B/Article_4.html

- **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, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

  North Carolina General Statues regarding drug violations can be found at:
  http://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_90/GS_90-95.html
  http://www.ncleg.net/EnactedLegislation/Statutes/HTML/ByArticle/Chapter_90/Article_5A.html
  http://www.ncleg.net/EnactedLegislation/Statutes/HTML/ByArticle/Chapter_90/Article_5B.html
• **Weapon law violations.** The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as, the manufacture, sale, or possession of deadly weapons; the carrying of deadly weapons, concealed or openly; the furnishing of deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned acts.

North Carolina General Statues regarding weapons violations can be found at: [http://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_14/GS_14-269.2.html](http://www.ncleg.net/EnactedLegislation/Statutes/HTML/BySection/Chapter_14/GS_14-269.2.html)
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All statistics may include information reported by College Officials and local police departments in addition to information reported by the Davidson College Public Safety and Campus Police.

As part of an amendment to the Jeanne Clery Act, the College is required to report crime statistics that occur on property adjacent to the College campus and crime statistics, which occur on College controlled property.

Effective July 1999, all information for "Residential Facilities" is duplicated in the "On Campus" column. If an incident occurred in a student residential area, it counts as one statistic in the "Residence Hall" category and as one statistic in the "On Campus" category. However, it is only counted once in the "Total" column for that particular offense.

In 2017 – 2019 there were no Hate Crime offenses at this Campus.

The Daily Crime Log can be viewed at [https://www.davidson.edu/offices/public-safety/daily-crime-and-fire-logs](https://www.davidson.edu/offices/public-safety/daily-crime-and-fire-logs) or at the Davidson College Public Safety and Campus Police office, located on the Main Campus in the basement of Tomlinson Hall, from 8 a.m.-5 p.m., Monday through Friday, excluding holidays.
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All statistics may include information reported by College Officials and local police departments in addition to information reported by the Davidson College Public Safety and Campus Police.

As part of an amendment to the Jeanne Clery Act, the College is required to report crime statistics that occur on property adjacent to the College campus and crime statistics, which occur on College controlled property.

Effective July 1999, all information for "Residential Facilities" is duplicated in the "On Campus" column. If an incident occurred in a student residential area, it counts as one statistic in the "Residence Hall" category and as one statistic in the "On Campus" category. However, it is only counted once in the "Total" column for that particular offense.

**In 2017-2019 there were no Hate Crime offenses at this Campus.

The Daily Crime Log can be viewed at [https://www.davidson.edu/offices/public-safety/daily-crime-and-fire-logs](https://www.davidson.edu/offices/public-safety/daily-crime-and-fire-logs) or at the Davidson College Public Safety and Campus Police office, located on the Main Campus in the basement of Tomlinson Hall, from 8 a.m.-5 p.m., Monday through Friday, excluding holidays.
Minors on Campus

Davidson College Department of Public Safety & Campus Police require all incidents of injury (not to include field injuries during sports camps that require only basic first aid), illness or behavior that is viewed as intimidating or harassing by the minor or any adult staff be reported to the DPS for investigation regardless of the severity of the event. It is required all alleged or suspected incidents of physical or sexual child abuse be reported IMMEDIATELY to the DPS for investigation regardless of the severity of the event.

Tips for Prevention of Sexual Abuse of Children

- Talk to others who know the people with whom your child comes in contact.
- Talk to your children about the difference between safe touching and unsafe touching.
- Tell the child that if someone tries to touch his or her body in their private areas or do things that make the child feel unsafe, he should say NO to the person. He needs to tell you or a trusted adult about it right away.
- Let children know that their bodies are private and that they have the right not to allow others to touch them.
- Let them know that they do not have to do EVERYTHING the babysitter, family member, or group leader tells them to do.
- Alert your children that abusers may use the Internet. Watch over your child on the Internet.
Fire Safety Report

Annual Fire Safety Reports on Student Housing

Fire statistics

Davidson College reports 0 fires in student housing for the 2019 academic year causing $0.00 of damage; and there have been no injuries, or deaths due to fire in student housing.

Mandatory supervised fire drills

Davidson College conducted one mandatory fire evacuation drill per calendar year in each of the 20 on-campus residence halls. The fire evacuation drills are supervised by the Residence Life Office and Campus Police. The fire evacuation drills are conducted by activating each individual fire alarm system in each on-campus student housing facility.

Reporting a Fire

If a fire occurs in a Davidson College building, community members should immediately dial 911. If a member of the DC community finds evidence of a fire that has been extinguished, and the person is not sure whether DPS has already responded, the community member should immediately notify DPS to investigate and document the incident at (704) 894-2178.

Procedures for Students and Employees in the Event of a Fire in any Building

• Contact Emergency Services at 9-1-1.
• Shut all doors and windows in the vicinity of the fire.
• If the fire is small, use fire extinguishers to put it out.
• Exit by nearest safe stairway. Do not use the elevators. Do not run.
• If there is smoke in the room, keep low to the floor.
• Try to exit the room. Feel the doorknob. If it is hot, do not open the door.
• If the doorknob is not hot, brace yourself against the door and crack it open. If there is heat or heavy smoke, close the door and stay in your room.
• Don’t panic.
• Seal up the cracks under the door with sheets, or towels. If there is smoke in the room, crack the windows at the bottom and at the top, if possible to allow for ventilation.
• Hang a sheet or towel from the window to announce that you are in your room. Call the Department of Public Safety and Campus Police at 911. Be sure to give your room number and your location.
• If you can exit the room, put on shoes (and if necessary a coat). If smoke is evident, get a wet towel to cover your face.
• Close all doors.
• If you are blocked by fire when exiting the building, go to the safest fire free area, or stairwell. If a phone is available call DPS, or find a window and signal that you are still in the building.
On-campus student housing and life safety systems

Davidson College has a total of 20 on-campus student housing facilities. Each facility is equipped with fire detection systems, including smoke detectors and pull box stations. Some of the facilities are fully suppressed with fire sprinklers. All fire life safety systems report to Cornelius Communication Center. See the chart below to review the specific system in each facility.

Davidson College Residence Hall Fire Equipment

<table>
<thead>
<tr>
<th>Residence Hall Name</th>
<th>Sprinkled</th>
<th>Fire Alarm</th>
<th>Fire Extinguishers</th>
<th>Smoke detectors in each dorm room tied to main FACP</th>
<th>Carbon monoxide detectors in each dorm room</th>
<th>Smoke detectors in each dorm room 120v/battery backup</th>
<th>Smoke detectors in each dorm room 9v only</th>
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</table>
Fire safety policies and rules

Davidson College’s fire safety regulations are intended to prevent injuries to members of the College community and physical damage to facilities. Davidson College prohibits items in residence halls including:

- Candles
- Open flames
- Incense
- Halogen lamps
- Fireworks

Smoking is prohibited in all on campus residence halls.

The list below identifies all portable approved electrical appliances; all other portable electrical appliances are prohibited.

Portable Electrical appliances

Below are approved portable electrical appliances:

- Coffee makers, hot air popcorn poppers, slow cookers/crock pots, blenders, and can openers
- Refrigerators and microwave ovens
- Hair dryers, electric shavers, irons (with auto shutoff)
- De-humidifiers and air purifiers

Final approval for all appliances is through the Residence Life Office. Additional information is located at https://www.davidson.edu/student-life/residence-life/policies-and-procedures

Fire inspections for on-campus student housing

Health and Safety Inspections will occur once or twice a semester throughout campus. Notice of inspection dates will be given at least one week ahead of time. These inspections will be conducted by RLO student leaders. Two student leaders will enter each room / apartment on campus and will be checking for the following things:

- Fire Safety Hazards (e.g. candles, flammable materials, fire safety equipment that has been tampered with)
- Appliance concerns (e.g. improper cooking appliances, excessive refrigerators, halogen lamps)
- Maintenance concerns (e.g. excessive damages, broken door locks, improper lofts)
Furthermore, any College or Residence Life policy violations that are witnessed during the inspection, such as illegal drugs or paraphernalia, weapons, or unauthorized pets, will be dealt with appropriately. Apartments or rooms that contain improper or hazardous items will likely be re-inspected at a later date. In some cases, residents who have hazardous items or other policy violations may be fined accordingly. Immediate threats to safety or major violations will be confiscated immediately.

**Training**

Davidson College conducts training for Hall Counselors and Resident Advisors.

Hall Counselors and Resident Advisor training covers:
- Evacuation
- Fire Extinguishers

Further, all residential students received one safety training through DPS in their residence hall program. Employees receive fire safety training as part of annual drills and through the Building Captain program.

**Future improvements for fire safety**

Davidson College will make improvements to on-campus student housing when necessary.

**Daily Fire Log**

A daily fire log is available for review at the Davidson College Public Safety and Campus Police office located in the basement of Tomlinson Dorm, from 8 a.m.–5 p.m. Monday through Friday, excluding holidays. The log is also available at [https://www.davidson.edu/offices/public-safety/daily-crime-and-fire-logs](https://www.davidson.edu/offices/public-safety/daily-crime-and-fire-logs). The information in the fire log typically includes information about fires that occur in residential facilities, including the nature, date, time, and general location.
## Fire Report for 2017-2019

There were 0 legitimate fire calls throughout the year of 2019 in the Residence Halls for a total of $0 in damage.

There were no deaths or injuries.

<table>
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<tr>
<th>Location</th>
<th>Year</th>
<th>Total Fires in Each Building</th>
<th>Fire Number</th>
<th>Date</th>
<th>Time</th>
<th>Cause of Fire</th>
<th>Number of Injuries that Required treatment at a hospital</th>
<th>Number of Deaths Related to a Fire</th>
<th>Value Ranges for Estimated Damage Due to Fire</th>
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Fire Evacuation for Residence Hall

Belk and Dorm Row
Martin Court
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Appendix A:

Main Campus Jurisdiction Map