

2017 Annual Security and Safety Report

Davidson County Community College



**Information for Davidson County Community  
College**

**Davidson and Davie Campuses**

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# Davidson County Community College 2017 Annual Security and Safety Report

Davidson County Community College is committed to providing the best possible education for all its students and a good working environment for all its employees. In striving to achieve this goal, it is important to assure the physical and emotional safety for all students, faculty, and staff. All College employees and students are responsible for taking safety seriously, preventing and/or reporting any unsafe conditions, and continuously practicing safety while performing any work or using any College facilities. Members of the campus community are encouraged to immediately report safety concerns of any kind to the following individuals:

- Campus Resource Officers, Davidson and Davie Campuses
- Security Personnel, Davidson and Davie Campuses
- Director of Physical Plant Services and Campus Safety Officer
- Director, Human Resources
- Vice President, Student Affairs
- Director of Behavioral and Counseling Services
- Any supervisor of an academic program or campus service

Confidential crime reports may be made to the Davidson and Davie Campus Resource Officers. Confidential mental health counseling is provided by Davidson County Family Services both on site and at their Lexington facility on Greensboro Road, as well as by the Director of Behavioral and Counseling Services.

## **The Clery Act: Legal Requirements of the College**

This *Annual Security Report* is required by federal law and contains policy statements and crime statistics for the school. The policy statements address the school's policies, procedures and programs concerning safety and security, for example, policies for responding to emergency situations and sexual offenses. Three years' worth of statistics are included for certain types of crimes that were reported to have occurred on campus, in or on off-campus buildings or property owned or controlled by the school and on public property within or immediately adjacent to the campus. This report is available online at <https://www.davidsonccc.edu/campus-safety>. You may also request a paper copy from the Director, Behavioral and Counseling Services. All policy statements in the *Annual Security Report* apply to all campuses unless otherwise stated in the report.

## **Important Phone Numbers and Other Resources When You Need Help**

<b>All Campuses:</b>	<b>Ext./Number</b>
Emergency	911
Campus Emergency	6777 or 911
Confidential Crime Line	6811
Electronic reporting (non-emergency)	
Behavioral Incident Report:	
<a href="https://davidsonccc-advocate.symplicity.com/public_report/index.php/pid378013?">https://davidsonccc-advocate.symplicity.com/public_report/index.php/pid378013?</a>	

<b>Davidson Campus:</b>	<b>Number/Ext.</b>
Campus Resource Officers	336-249-8186 ext. 6729
Campus Security	336-240-4215 ext. 6274
Campus Switchboard	Dail-0
Disability Service Counselor	336-249-8186 ext. 6342
Vice President, Student Affairs	336-249-8186 ext. 6711
Director of Behavioral and Counseling Services, Conduct Officer	336-249-8186 ext. 4516

<b>Davie Campus:</b>	<b>Number/Ext.</b>
Campus Resource Officer	336-239-5270 ext.4857
Campus Security	336-479-0204 ext. 4861
Director, Student Services	336- 249-8186 ext. 4853
Associate Dean, Academics	336-249-8186 ext. 6303
Dean, Davie Campus	336-249-8186 ext. 4840

## **Offices of Campus Safety Personnel and Behavioral and Counseling Services**

**Director, Behavioral and Counseling Services:** The Director is a full-time staff member in the Student Affairs division of the College responsible for campus safety efforts, student conduct resolution, counseling, and leading the DCCC Behavioral Intervention Team. The Director, in collaboration with Campus Resource Officers, prepares the annual safety report and disclosure of crime statistics for the College.

**Campus Resource Officers:** Two Davidson County sheriff's deputies serve as Campus Resource Officers (CRO) on the Davidson Campus and are on campus from 8:00 a.m.- 10:00 p.m. Monday-Thursday and 8:00 am to 4:00 pm on Friday and Saturday. At the Davie County sheriff's deputy serves as a Campus Resource Officer for the Davie Campus from 7:30 am – 3:30 pm. Monday-Friday. All Resource Officers are sworn sheriff's department employees authorized to carry weapons and make arrests. Resource Officers can provide information about registered sex offenders.

**Security officers:** Officers assist with building security and administering campus safety plans. Security is on campus from 7:00 am to 10:30 pm. We have two security staff on both the Davie and Davidson campus. There is also a security officer presence on Saturdays and Sundays.

### **Reporting Procedures**

**Any immediate emergency should be reported to 911.**

For other problems or concerns the College depends on all members of the campus community to be alert to conditions and relationships for signs of potential harm. Faculty, staff, administrators, students and community members should report apparent violations of the student code of conduct or any concern regarding an individual who may be a danger to self and others or in need of intervention for other reasons.

Any of the individuals listed above under *Important Phone Numbers and Other Resources* is prepared to respond to your concern. However you are encouraged to use the following links on the college website:

[https://davidsonccc-advocate.symplcity.com/public\\_report/index.php/pid](https://davidsonccc-advocate.symplcity.com/public_report/index.php/pid)

for student code of conduct violations or for health, safety or other behavioral concerns.

Any report immediately enters a secure database. Automated notification is sent to the Director of Behavioral and Counseling Services who reviews the report and decides the next steps.

### **Campus Crime Log**

A campus crime log is available in the office of the Director of Behavioral and Counseling Services.

## **Clery Act Requirements in an Emergency**

The Clery Act requires that in the event of an emergency, emergency notifications will be issued "without delay, and take into account the safety of the community." The only exception is if doing so would "compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency." The first priority is containing the emergency. The next priority is issuing a notification and that, after confirmation, must be done before anything else unless it is necessary to contain the emergency. This determination will be made "in the professional judgment of responsible authorities" and not personnel without emergency response expertise. Only an emergency notification will be issued immediately. However, more adequate follow-up information will be forthcoming as the situation allows and the circumstances dictate.

## **Mass Notification and Timely Warning Messages**

### **Notification Systems:**

- Calls to 911 Emergency are automatically routed to Davidson and Davie county first responders, and the campus phone extension and building location are automatically identified in the call.
- Panic buttons that automatically dial 911 are located in all classrooms and many office locations of the Davidson and Davie campuses and education centers.
- An all-building audio mass notification system and a text, email, and phone notification system serve to quickly disseminate emergency messages across campus.
- Emergency messaging is communicated to the community via the College's website.

### **Emergency notification procedures and timely warnings:**

In the event of an emergency that may affect the safety of individuals, property or the continuity of college operations, the campus community will be notified in a timely manner through the following means, in the order listed:

- An alert will be disseminated to the campus via an all-building audio mass notification system. A phone message will also disseminate through this system to all campus phones.
- An email, voice message, and text alert will be disseminated to the campus community via School Messenger, a second mass notification system used by the College.
- Emergency messaging will be displayed on desktop and mobile device versions of

the College's website. Messaging will appear on every page of the website.

All forms of emergency messaging will contain the same information and directives for faculty, staff and students to follow. Messaging in all forms will be updated every half hour during an emergency.

### **Student Housing**

DCCC does not maintain any student housing, either owned or controlled. An on-campus student housing facility is defined by Clery as any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus. This includes a dormitory or other residential facility for students that are located on the institution's campus.

### **Annual Fire Safety Report and Missing Student Policy**

As a nonresidential institution of higher education, DCCC is not required by the Campus Safety and Security Reporting Act to maintain a fire safety report or to have a missing student policy.

### **Access to Campus Buildings**

During business hours, the College will be open to students, parents, employees, contractors, guests and invitees. Arrangements for after hour's admittance should be coordinated through campus security. Emergencies may necessitate changes or alterations to any posted schedules.

### **Security Awareness, Crime Prevention and other Educational Information**

At DCCC, we are committed to student safety and we encourage all members of the DCCC community to report safety concerns. Remember, in the event of a sudden and dangerous situation, call 911 first. Students or employees who have security concerns should address those concerns with the Campus Resource Officer at the appropriate campus.

During each semester the campus hosts several workshops on campus safety, prevention, awareness and bystander intervention programs relating to sexual violence and drug awareness. These will be provided by various campus offices, including but not limited to the office of the Director of Behavioral and Counseling Services.



## **DCCC Safety Practices**

At DCCC, we encourage all students to commit to safe practices. These include:

- Walking around campus in groups, particularly during evening hours
- Locking your vehicle
- Varying your routine from time to time. This may include parking in a different place each week, taking a different route to class each week, etc.
- Being aware of your surroundings

## **Safety Preparedness**

DCCC is committed to providing a safe learning environment for its students. While it is not always possible to predict and prevent emergency situations, we are prepared to manage sudden emergencies, and the College has taken the following steps:

**Crisis Response Teams:** Teams of College employees for the Davie and Davidson campuses have been formed to manage a crisis. Members of both teams participate regularly in training sessions exercises to simulate realistic emergency situations.

**Behavioral Intervention Team:** The purpose of this team is to assess a reported concern for students or situations that may pose risk of harm to any community member. The team's goal is to address concerns as early as possible and offer needed assistance to students in distress.

**Preparedness Drills:** Various drills and exercises are conducted annually for all faculty, students and staff to better prepare our campus community in the event of an emergency happening on campus.

Emergency calls to 911 are automatically routed to **Davidson and Davie County first responders**, and the campus phone extension and building location are automatically identified in the call.

Employees have an **emergency response guide** in their offices to assist with managing an emergency. In the event of a serious campus emergency, the **College's website will be preempted** with an emergency message notification, and a voice message will be recorded on the main telephone line.

The College has implemented a **mass notification system** making use of text, phone and email messages.

## **Behavioral Intervention Team Referral Protocol**

The Behavioral Intervention Team will meet once a month to address new issues or updates. The Team operates from a behavioral intervention model with the goal of addressing concerns as early as possible and offering needed assistance to students in distress. When a report is deemed urgent, the team or a subset of the team will meet immediately to develop a plan of action.

### **Reporting to Behavioral Intervention Team:**

Anyone can report a concern about an individual. Faculty, staff, administrators, students and community members are encouraged to use the following links on the college website:

[https://davidsonccc-advocate.symplicity.com/public\\_report/index.php/pid](https://davidsonccc-advocate.symplicity.com/public_report/index.php/pid)  
for code of conduct violations or for health, safety or other behavioral concerns.

Any report immediately enters a secure database. Automated notification is sent to the Director of Behavioral and Counseling Services who reviews the report and decides next steps. You are welcomed to contact the Director of Behavioral and Counseling Services directly at 336-249-8186 ext. 4516, or emailing at the following address: [Candice.jackson@davidsonccc.edu](mailto:Candice.jackson@davidsonccc.edu).

### **Dealing with Harassing and Obscene Phone Calls**

It is against the law to make obscene or harassing phone calls. Conviction is punishable by a fine and/or prison. If you receive such calls:

- Hang up immediately
- Do not give out any information
- If the incident occurs on campus, report the call to DCCC Campus Resource Officers by calling ext. 6729.
- If the calls persist to your personal telephone(s) contact the Customer Service number listed on your telephone bill to speak with a service representative about other products, services, and/or options available to manage these annoyance calls.

### **Sex Offender Registration**

In accordance to the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974 and any subsequent revisions, Davidson County Community College is providing a link to the North Carolina Department of Justice Sex Offender Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement 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 of each institution of higher education in that State at which the person is employed, carries a vocation, or is a student. Under North Carolina law, certain persons who have been convicted of a sex offense or an offense against a minor are required to establish and maintain registration in compliance with the North Carolina Sex Offender and Public Protection Registration Programs. The Registration Programs are governed by Chapter 14, Article 27A of the North Carolina General Statutes.

**Unlawful use of the information for purposes of intimidating or harassing another is prohibited and willful violation shall be punishable as a Class 1 misdemeanor.**

The North Carolina Department of Justice is responsible for maintaining this registry. Follow the link below to access the Department of Justice website:

<http://sexoffender.ncdoj.gov/search.aspx>

### **No Harassment Policies**

Davidson County Community College is committed to maintaining a learning and working environment that is free from discrimination and in which students and employees at all levels can devote their full attention and best efforts to their studies and their jobs. Harassment of any kind has no place in the College environment. The College does not authorize and will not tolerate any form of harassment based on the following factors: race, sex, national origin, disability, religion, or any other characteristic that is protected by law. This policy applies to all students, to faculty and staff, and even to non-employees such as visitors, vendors, etc., who harass College students or employees (including volunteers), or campus visitors. Harassment include, but limited too, offensive language, jokes, or other physical, verbal, written, or pictorial conduct relating to the student's or employee's sex, race, religion, national origin, age, disability, or other factor protected by law that would make a reasonable person experiencing such behavior feel uncomfortable or would interfere with the person's studies or work performance. The examples are just that - examples. It is impossible to list every type of behavior that can be considered harassment in violation of this policy. In general, any conduct based on these traits that could interfere with an individual's studies or work performance or could create an offensive environment will be considered harassment in violation of this policy. This is the case even if the offending person did not mean to be offensive. It is essential that members of the College community be sensitive to the feelings of others.

## **Sexual Harassment**

Sexual harassment (whether opposite-sex or same-sex) is strictly prohibited. Examples of the types of behavior that are considered sexual harassment in violation of this policy include, but not limited to:

- Sexually offensive jokes or comments.
- Physical assaults or other touching that is sexual in nature.
- Promising favorable treatment or threatening unfavorable treatment based on the student's or employee's response to sexual demands.
- Displays of sexually oriented reading materials or pictures, including electronic material.
- Punishing a student or employee for complaining of sexual harassment.

## **Harassment Based on Race, Sex, Gender Identity, National Origin, Age, Disability, or Religion**

Harassment based on these other traits deserves special mention and is also strictly prohibited. Examples of the types of behavior that will be considered based on these characteristics include:

- Jokes or negative comments about these characteristics.
- Displays of reading materials or pictures containing negative material about these characteristics including electronic materials.
- Vandalism or "pranks" based on these characteristics.
- Name-calling based on these characteristics.
- Punishing a student or an employee for complaining of these types of harassment.

## **Consensual Relationship Policy**

Consensual relationships are not absolutely prohibited by the no-harassment policy; however, because of the potential for misuses or the perception of misuse of authority, certain consensual relationships are prohibited. Anyone who violates this policy will be subject to discipline up to and including immediate termination of employment. All faculty and staff members are prohibited from having an intimate amorous relationship with any student who is under the academic supervision of that faculty or staff member. Both the fact and the appearance of such a relationship must be avoided. Academic supervision includes supervising, tutoring, providing guidance to or working with a student in any capacity, either directly or indirectly in the classroom, outside the classroom, or as a work-study student. Academic supervision also includes counseling, advising a student or student group, in a formal or informal capacity, and participating in award, grant, or scholarship decisions. An intimate amorous relationship includes a romantic and/or sexual relationship between members of the same sex or members of the opposite sex. A relationship that is not consensual is governed by the College's no-harassment policy. Under no circumstances may a faculty or staff member have an intimate amorous relationship with any student who is a minor. This prohibition applies whether or not the relationship is consensual and whether or not the student is under the academic supervision of the faculty or staff member. A minor is anyone under the age of

eighteen. A faculty or staff member who is aware that he or she is violating this policy or who is aware that he or she may appear to be violating this policy is encouraged to consult immediately with the appropriate supervisor to discuss a means of resolution.

### **The Campus Sexual Violence Elimination (SaVE) Act Policy**

This Act creates the following criteria by which DCCC will respond to acts of dating violence, domestic violence, sexual assault and stalking:

#### **1) *Transparency:***

SaVE act requires that incidents of domestic violence, dating violence, sexual assault, and stalking be disclosed in annual campus crime statistic reports. Additionally, students or employees reporting victimization will be assisted in the following ways:

- Be assisted by campus authorities if reporting a crime to law enforcement
- Changing academic, living, transportation, or working situations to avoid a hostile environment
- Obtaining or enforcing a no contact directive or restraining order
- Receiving contact information about existing counseling, health, mental health, victim advocacy, legal assistance, and other services available both on-campus and in the community

#### **2) *Accountability:***

SaVE clarifies minimum standards for institutional disciplinary procedures covering domestic violence, dating violence, sexual assault, and stalking to ensure that:

Any student or employee who is a victim of domestic violence, dating violence, sexual assault or stalking may report these actions to the appropriate representative of DCCC or law enforcement. DCCC is committed to promptly and fully investigating any allegations of misconduct and will proceed to investigate all claims as follows:

The College will conduct a timely review of all complaints of domestic violence, dating violence, and/or stalking. Absent extenuating circumstances:

Review and resolution is expected to take place within sixty (60) calendar days from receipt of the complaint.

The preliminary review of all complaints, including any necessary interviews to be conducted and any necessary interim measures to be put in place, will usually be completed within 10 days of receipt of the complaint.

The subsequent, comprehensive review and investigation of the complaint, including interviews with all involved parties and gathering of evidence, is usually completed within 20 days of receipt of the complaint.

Results of the complaint, via either a formal hearing or waiver of hearing are typically issued within 60 days of receipt of the complaint.

An appeal of the results must be submitted within 7 days of receipt of the written result.

Absent extenuating circumstances, decisions on appeals are typically issued within 30 days of submission of the appeal.

### **Notification of Findings**

Within five (5) class days after the adjournment of the hearing, the hearing officer shall submit written findings of fact, conclusions regarding the charge(s), and imposition of a sanction, if any, to the respondent and any College official who is determined by the Director of Behavioral and Counseling Services to have a legitimate interest in the result. In the case of sexual misconduct and violations involving dating violence, domestic violence, sexual assault, or stalking, both the complainant and respondent shall also receive simultaneous notice of the results and sanctions imposed (and the rationale for the result and sanctions), as well as notice of the appellate procedures available.

### **Sanctions**

DCCC considers dating violence, domestic violence, sexual assault, and stalking as extremely serious violations and subject to punishment up to SUSPENSION and/or EXPULSION from DCCC. This is separate and distinct from any criminal charges that may be brought from such actions.

### **Evidence**

Evidence to be presented by complainant(s) and respondent(s) during any hearing on the charges must be shared with the opposing party at least two (2) business days in advance of the scheduled hearing. The College official presiding at and/or hearing the case may exclude evidence that has not been shared or adjourn the hearing to afford all parties the opportunity to review evidence to be presented during the hearing. The DCCC official presiding at and/or hearing the case will make the final decision relating to the

admissibility of all evidence.

### **BURDEN OF PROOF**

The burden of proof in all cases is “the preponderance of the evidence” – whether it is “more likely than not” that the sex discrimination, dating violence, domestic violence, sexual assault, or stalking occurred. If the evidence presented meets this standard, then the respondent must be found responsible. This standard does not necessarily apply to any corresponding criminal or civil proceedings based on the actions in question.

### **EXTENSIONS**

All deadlines and time requirements in the Code may be extended for good cause as determined by the DCCC Official presiding over the case. Both the respondent and the complainant will be notified in writing of the delay, the reason for delay, and provided the date of the new deadline or event. Extensions requested by one party will not be longer than 5 business/school days.

#### ***3) Education:***

As part of DCCC’s SaVE compliance DCCC is committed to providing programming for students and employees addressing the issues of domestic violence, dating violence, sexual assault and stalking. DCCC has implemented education programs to address these topics; such programs are outlined and defined below:

### **PRIMARY PREVENTION PROGRAMS**

DCCC expressly prohibits the offenses of domestic violence, dating violence, sexual assault and stalking. DCCC is committed to provide programming, initiatives and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

### **ONGOING PREVENTION AND AWARENESS PROGRAMS**

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 staking using a range of strategies with audiences throughout the institution.

### **AWARENESS PROGRAMS**

Community wide or audience specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety and reduce perpetration.

## **BYSTANDER INTERVENTION PROGRAMS**

Programs and training that offer 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. They include 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.

## **RISK REDUCTION**

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

### ***4) Collaboration:***

SaVE establishes collaboration between the U.S. Departments of Justice, Education, and Health and Human Services to collect and disseminate best practices for preventing, responding to and reporting acts of domestic violence, dating violence, sexual assault, and stalking. DCCC is committed to compliance with SaVE provisions and undertakes numerous training opportunities for faculty, staff and students to best be prepared to prevent and respond to acts of domestic violence, dating violence, sexual assault and stalking. DCCC makes a continued effort to maintain required disclosure of all acts of domestic violence, dating violence, sexual assault and stalking.

## **Reporting Procedures for Complaints of Harassment or Sexual Violence**

The College cannot resolve matters that it does not know about. Every student and employee has a duty to immediately report harassment, sexual crimes ( dating violence, domestic violence, stalking, sexual assault) or violations of the consensual relationship policy so that the College can try to resolve the situation unless they are considered a confidential report. Harassment or violations of the consensual relationship policy should be reported when:

- An individual feels that he/she has been harassed, is a victim of a sexual crime or subject to a violation of the consensual relationship policy
- An individual has knowledge of someone else being harassed, is a victim of a sexual crime or being subjected to a violation of the consensual relationship policy.

This is true in cases regardless of whether the accused is a student, faculty, staff, or even



a non-employee, such as a customer or vendor with whom the College does business.

To report harassment, sexual crimes or violations of the consensual relationship policy: Students must contact the Vice President, Student Affairs, at 336.249.8186, extension 6328; room 210, J. Bryan Brooks Student Center. Employees must contact Director, Human Resources at 336.249.8186, extension 4662; room 223 J. Bryan Brooks Student Center. These individuals have been trained to respond appropriately to such reports. Once a report has been received, the College will:

- Conduct a prompt and thorough investigation (for sexual crimes the process of investigation of described in full detail under the SaVE Act Policy)
- Contact law enforcement officials if necessary to ensure the safety of the complaining student or employee
- Make appropriate referrals to Family Services of Davidson County for victim assistance services
- Evaluate and/or implement changes to the victim's academic or work environment to ensure safety
- Discuss the results with the complainant and, where appropriate, the action to be taken
- Keep the investigation and results as confidential as possible
- If the complaint is verified, take appropriate corrective action, up through and including dismissal from the College or termination of employment.

No student or employee will be punished for bringing information to the College's attention or for cooperating in an investigation; however, a person who self-reports a violation of the College policy is still subject to investigation and appropriate actions.

DCCC will protect the confidentiality of victims, including redacting names of victims, as permitted by law on publicly available recordkeeping.

The following person has been designated to handle inquiries regarding the non-discrimination policies: Adrienne Friddle, Director of Human Resources, Brooks Student Center, room 223, 336-249-8186, extension 4662, [Adrienne.friddle@davidsonccc.edu](mailto:Adrienne.friddle@davidsonccc.edu).

For further information on notice of non-discrimination, visit [The Office of Civil Rights](#) for the address and phone number of the office that serves your area, or call 1-800-421-3481.

### **College Commitment to Effective Policy**

Finally, any person who feels that the College has not met its obligations under this policy or is not satisfied with the way in which the report was handled should contact the President, or her/his designee. Effective policies depend on everyone working together to address these very important subjects.

### **Weapons Policy**

Possession or use of a weapon, as defined by State law, on College premises or at College sponsored or College-supervised functions, is prohibited under North Carolina G.S. 14-269.2 This includes carrying: any gun, rifle, pistol, any BB gun, stun gun, air rifle, air pistol, or other firearm, dynamite cartridge, bomb, grenade, mine, tear gas or powerful explosive, bowie knife, dirk, dagger, slingshot, 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.

Exceptions *may* apply to:

- authorized College security personnel,
- on-duty law enforcement officers attending College classes or activities
- law enforcement faculty possessing weapons for instructional purposes.

This prohibition *does not apply* to an individual who has

- a concealed handgun permit issued in accordance with Article 54B of this Chapter,
- has a concealed handgun permit considered valid under G.S. 14-415.24, or
- is exempt from obtaining a permit pursuant to G.S. 14-415.25,

*provided* the weapon is

- a handgun, AND
- the handgun remains in a closed compartment or container within the individual permit holder's locked vehicle or a locked container securely affixed to the permit holder's locked vehicle, AND
- the vehicle is only unlocked when the individual with the permit is entering or exiting the vehicle, AND
- the handgun remains in the closed compartment at all times.

Any violation of the above standards is a violation of state law and the Davidson County Community College Student Code of Conduct and Employee Policies

## **Drug and Alcohol Abuse Prevention Program**

Davidson County Community College is committed to a drug-free environment. The unlawful manufacture, distribution, dispensation, possession, use of a controlled substance, paraphernalia, or alcohol are prohibited on College premises and at any College-sponsored activities. Lawful consumption and possession of alcohol is also prohibited with the exception of catered use at special College or Foundation events as per [DCCC Conference Center Policy](#).

If any student is found in violation of the College policy or convicted of violating any criminal drug or alcoholic beverage control statute while on College premises or at any College-sponsored activity, he or she will be subject to disciplinary action up to and including expulsion. Additionally any student found in violation of this policy may be subject to punishment to the full extent of the law under applicable local, state and federal law. It is further noted that the use of illegal substances poses a serious health risk including but not limited to severe reactions and death.

Records of student drug and alcohol violations are maintained in the Director of Behavioral and Counseling Services office; records of employee drug and alcohol violations are maintained in the Human Resource Services Office.

Students needing assistance for any reason related to the use of drugs, including alcohol, should contact a member of the DCCC Student Affairs staff, who will act as a referral source to an appropriate human services agency. Employees can seek referral through Human Resources.

The College conducts drug and alcohol abuse programming open to all members of the campus community. Typical programming includes speakers (from law enforcement, health or counseling agencies) or demonstrations of the effects of drug and alcohol use.

To assist our employees and students in understanding the consequences of drug abuse, please review the following links:

[Alcohol and Public Health](#)

[Opioid Overdose](#)

[Substance Abuse and Mental Health Services Administration](#)

## **Traffic Accidents**

All traffic accidents occurring on DCCC Campuses are to be reported to campus Security who will then contact the North Carolina Highway Patrol to be investigated as required by N.C. law.

### **No Responsibility for Damage**

DCCC is not responsible for loss or damage to vehicles or any articles therein resulting from theft, accident, or fire.

### **First Aid**

First aid kits are located in various locations around all campuses including labs and classrooms.

### **AED's & Stop the Bleed Bags**

May of 2017, the College has trained over 300 staff and faculty on "Stop the Bleed" and have installed 24 cabinets with the AEDs and the STB bags across the campus as well as the Davie campus and all satellite locations. Below are the locations for the AED & STB bags.

Automotive Tech	Lobby
Briggs	2 <sup>nd</sup> floor lobby
Brinkley	Cosmetology lobby next to vending
Brinkley Gym	Lobby next to trophy case
Brooks	Behind Student Information Desk
Campus Support Center	Next to room 104
Davie	Truck Driving Traylor
Davie Administration	Next to room 116
Davie Community Building	Lobby
Davie Early College	Lobby
Finch	Lobby next to room 118
Gee South	2 <sup>nd</sup> floor across from room S200
Gee North	Near room N-102
Kirk	Hallway next to kitchen
Uptown Lexington Center	Right side of the classroom
Love	1 <sup>st</sup> floor lobby
Maintenance Building	Between bathrooms
Mendenhall	1 <sup>st</sup> floor across from elevator
PSS	Lobby
Reich	Next to room 101
Rittling Center	2 <sup>nd</sup> floor next to kitchen
Sinclair	Early College -hallway next to room 118
Sinclair	Wall between welding and manufacturing
Thomasville Satellite	Right left of front door

## **Personal Accident**

In case of an accident, students should report the accident to an instructor or college personnel and request that DCCC Campus Security and the Director of Behavioral and Counseling Services be contacted. Students may also contact the Director of Behavioral and Counseling Services directly at 336-249-8186 ext. 4516. All accidents should be reported as soon as possible.

## **Emergency Messages from Home**

College staff members do not have instant access to classrooms, instructors, or students. Students are encouraged to inform family and friends of alternate ways to be contacted while on campus. If other methods of contact are not available or not successful, College staff will only attempt to deliver emergency medical messages to students and are not allowed to give information regarding a student's schedule, presence on campus, or delivery status of the message. Callers should dial 336.249.8186 for the Davidson Campus and 336.751.2885 for the Davie Campus. Campus visitors must go to the reception desk in the B.E. Mendenhall, Jr., Building on the Davidson Campus and to the reception area in the Laboratory Building on the Davie Campus for assistance.

## **Inclement Weather Procedures**

### **Assumptions:**

1. President's staff and designated other staff will evaluate weather reports, road conditions and campus preparedness to make decisions regarding the closing of the College, cancellation of classes or delayed opening.
2. College faculty and staff will use their personal judgment in determining if weather conditions permit their safe travel to work.
3. The College reserves the right to designate specific faculty or staff as essential personnel whose functions are vital to key operations of the College such as physical plant services and administrative services with deadlines that must be met regardless of weather conditions. Employees will be informed of their status as essential by their supervisor or College officials as circumstances deem appropriate. Essential personnel may be assisted in getting to the campus via use of a College vehicle only.

### **Media Messages:**

It should be noted that each television station applies unique constraints to what can be broadcast regarding inclement weather closings and delays. Often the message broadcast is different from the message the College delivered. It is recommended that employees check two different sources to confirm a consistent message, including media, College website, and phone system. In order to reduce the level of confusion, one of the following will be specified: open, closed, or delayed opening.

1. No public media announcement will be made if the College will be open and classes will be held as scheduled. Every effort will be made to include an announcement on the College website and on the telephone automated attendant about the decision to go forward with classes either day, evening, or both.
2. If the decision is made not to hold classes, the message “College Closed” (some stations may use “Classes Canceled”) will be followed by one of the following:

- “...Employees follow Plan A” – only designated essential personnel should report. This will be used when conditions are generally poor throughout the area. Non-exempt personnel designated as essential personnel are entitled to overtime pay or compensatory time as outlined in the Faculty/Staff Handbook. Essential personnel unable to report to work are required to take annual leave or compensatory time.
- “...Employees follow Plan B” – This will be an “Optional Employee Work Day.” College will be open to faculty and staff. This announcement will be used when conditions are judged to make travel possible for a significant number of staff, but when driving conditions will probably result in low student attendance.

Faculty are not required to report unless requested by supervisor.

Staff who are able to travel safely should report to work as soon as possible.

Staff who cannot make it to work should contact their supervisor and arrange to take vacation leave.

3. Delayed Opening: “College will open at \_\_\_\_\_ (a.m./p.m.)”

Faculty should report before or by starting time of their next class after College opens.

Staff report by the announced opening time.

Faculty and staff contact supervisor if unable to make next class or opening time.

Faculty and staff deciding not to report will take vacation leave.

### **Definitions of Reportable Crimes and Other Relevant Definitions**

**Murder and Non-Negligent Manslaughter:** The willful (non-negligent) killing of one human being by another.

**Negligent Manslaughter:** The killing of another person through gross negligence.

**Forcible Sodomy:** Oral or anal sexual intercourse with another person, forcibly and/or against that person's will or not forcibly against the person's will, where the victim is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity.

**Dating Violence:** includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

**Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonably person to:

- a) Fear for the person's safety or the safety of others; or
- b) Suffers substantial emotional distress.

**Course of Conduct** means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.

**Reasonable person** means a reasonable person under similar circumstances and with similar identities to the victim.

**Substantial emotional distress** means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

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

- a) By a current or former spouse or intimate partner of the victim;
- b) By a person with whom the victim shares a child in common;
- c) By a person who is cohabitating with, or has cohabited with, the victim as a spouse or intimate partner;

- d) By a person similarly situated to a spouse of the victim under domestic of family violence laws of the jurisdiction in which the crime of violence occurred, or
- e) By any other person against an adult or youth victim who is protected from that person's acts under the domestic of family violence laws of the jurisdiction in which the crime of violence occurred.

**Consent** means clear, unambiguous and voluntary agreement between the participating to engage in specific sexual activity. Furthermore, someone who is incapacitated cannot consent; past consent does not imply future consent, silence or absence of resistance does not imply consent; consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another; consent can be withdrawn at any time; and coercion, force, or threat of either invalidates consent.

**Sexual Assault:** an offense that meets the definition of rape, fondling, incest, or statutory rape.

**Sexual Assault with an Object:** The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcible and/or against that person's will; or not forcibly or against the person's will, where the victim is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity.

**Rape:** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

**Statutory Rape:** Non-Forcible sexual intercourse with a person who is under the statutory age of consent.

**Forcible Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcible or against the person's will, where the victim is incapable of giving consent because of his or her temporary or permanent mental or physical incapacity.

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

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

**Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by 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 carried out).

**Burglary:** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes, this definition includes: unlawful entry with intent to commit a larceny or a felony, breaking and entering with intent to commit a larceny, housebreaking, safecracking, and all attempts to commit any of the aforementioned acts.

**Larceny of Motor Vehicle:** 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.

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

**Drug Abuse Violations:** The violation 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 narcotic (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

**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.

### **Hate Crimes**

Commission of the crimes listed above as well as larceny-theft, simple assault, intimidation, and destruction, damage, or vandalism of property, and of other crimes involving bodily injury to any person that manifests evidence that the victim was intentionally selected because of the perpetrators' bias. The categories of bias are:

**Race:** A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.)

genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind (e.g., Asians, Blacks, Whites).

**Gender:** A preformed negative opinion or attitude toward a group of persons because those persons are male or female.

**Gender Identity:** A preformed negative opinion or attitude towards a group of persons because those people identify as a specific gender, including a gender they may not have been born with.

**Religion:** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being. (e.g., Catholics, Jews, Protestants, Atheists).

**Sexual Orientation:** A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex (e.g., Gays, Lesbians, Heterosexuals).

**Ethnicity:** A preformed negative opinion or attitude toward a group of persons of the same race who share common or similar traits, languages, customs and traditions (e.g., Arabs, Hispanics).

**National Origin:** A preformed negative opinion or attitude toward a group of persons of the same national origin.

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

**Campus Crime Statistics**

**Davidson**

**Davie**

	<b>2015</b>	<b>2016</b>	<b>2017</b>		<b>2015</b>	<b>2016</b>	<b>2017</b>
Murder/Non-negligent Manslaughter	0	0	0		0	0	0
Negligent Manslaughter	0	0	0		0	0	0
Rape	0	1	0		0	0	0
Fondling	0	1	0		0	0	0
Incest	0	0	0		0	0	0
Statutory Rape	0	0	0		0	0	0
Robbery	0	0	0		0	0	0
Aggravated Assault	0	0	0		0	0	0
Burglary	0	0	0		0	0	1
Motor Vehicle Theft	0	0	0		0	0	0
Arson	0	0	0		0	0	0
<b>Arrest</b>							
Weapons – carrying/possessing	0	1	0		0	0	0
Drug Violations	0	2	0		0	1	1
Liquor Law Violations	0	0	0		0	0	0
<b>Discipline</b>							
Weapons – carrying/possessing	1	0	0		0	0	0
Drug violations	0	0	0		0	0	0
Liquor Law Violations	0	0	0		0	0	0

**2017 VAWA Category Crimes**

Sexual Assault	0	0	0		0	0	0
Stalking	1	0	1		0	0	0
Domestic Violence	0	0	0		0	0	0
Dating Violence	1	0	0		0	0	0