“Right to Know”

This report is provided in compliance with the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998 (formerly the Crime Awareness and Clery Act of 1990)

http://police.uncc.edu/clery-act

Compiled by: University Police & Public Safety with submissions from: Legal Affairs, Title IX, Dean of Students, Housing & Residence Life, Environmental Health & Safety, and the Counseling Center

For questions regarding this report please contact the Clery Compliance / Crime Analysis Officer: Lieutenant Sarah Smyre at 704-687-8300 or sasmyre@uncc.edu
# Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Message from the Chancellor: Philip L. Dubois</td>
<td>6</td>
</tr>
<tr>
<td>Message from the Chief of Police: Jeffrey A. Baker</td>
<td>6</td>
</tr>
<tr>
<td>Overview</td>
<td>8</td>
</tr>
<tr>
<td>Summary of The Jeanne Clery Act</td>
<td>8</td>
</tr>
<tr>
<td>The Annual Disclosure</td>
<td>9</td>
</tr>
<tr>
<td>Definitions of Reportable Crimes</td>
<td>9</td>
</tr>
<tr>
<td>UNC Charlotte Police &amp; Public Safety Department</td>
<td>12</td>
</tr>
<tr>
<td>The Mission of UNC Charlotte's Police &amp; Public Safety Department</td>
<td>12</td>
</tr>
<tr>
<td>Campus Police Officers and Law Enforcement Authority</td>
<td>12</td>
</tr>
<tr>
<td>Geography</td>
<td>13</td>
</tr>
<tr>
<td>Interagency Cooperation</td>
<td>14</td>
</tr>
<tr>
<td>Crime Prevention</td>
<td>14</td>
</tr>
<tr>
<td>Personal Safety Tips</td>
<td>15</td>
</tr>
<tr>
<td>Reporting Criminal Incidents and Other Emergencies</td>
<td>17</td>
</tr>
<tr>
<td>Reporting to the Police &amp; Public Safety Department</td>
<td>17</td>
</tr>
<tr>
<td>Reporting to the Title IX Coordinator, Dean of Students and/or Housing &amp; Residence Life</td>
<td>17</td>
</tr>
<tr>
<td>Confidential Reporting of Crime and Other Serious Incidents</td>
<td>17</td>
</tr>
<tr>
<td>Confidential Resources Policies on Advising Clients Regarding Their Options to Report Crimes</td>
<td>17</td>
</tr>
<tr>
<td>Campus Security Authority (CSA)</td>
<td>18</td>
</tr>
<tr>
<td>Campus Security Authority Reporting Information</td>
<td>18</td>
</tr>
<tr>
<td>Campus Security Authority List</td>
<td>18</td>
</tr>
<tr>
<td>Sexual Assault, Domestic Violence, Dating Violence and Stalking Information</td>
<td>20</td>
</tr>
<tr>
<td>Reporting Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking to the Police &amp; Public Safety Department</td>
<td>20</td>
</tr>
<tr>
<td>Reporting Sexual Assault, Domestic Violence, Dating Violence, and/or Stalking to the Title IX Coordinator</td>
<td>21</td>
</tr>
<tr>
<td>Interpersonal Violence Resource Committee</td>
<td>21</td>
</tr>
<tr>
<td>Preventing and Responding to Sexual Assault (Basic Prevention Tips)</td>
<td>22</td>
</tr>
<tr>
<td>Sexual Assault Reporting (Filing an Internal Complaint within the University)</td>
<td>23</td>
</tr>
<tr>
<td>Educational Programs and Resources to Promote Awareness of Sexual Assault</td>
<td>24</td>
</tr>
<tr>
<td>Topic</td>
<td>Page</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>------</td>
</tr>
<tr>
<td>Bystander Intervention</td>
<td>25</td>
</tr>
<tr>
<td>What to do if You or Someone You Know is Sexually Assaulted</td>
<td>25</td>
</tr>
<tr>
<td>Changing Living and Academic Situations</td>
<td>25</td>
</tr>
<tr>
<td>Sex Crimes Prevention Act</td>
<td>26</td>
</tr>
<tr>
<td>Additional Resources</td>
<td>26</td>
</tr>
<tr>
<td>Dating &amp; Domestic Violence</td>
<td>26</td>
</tr>
<tr>
<td>Missing Student Information: Reporting A Missing Student</td>
<td>27</td>
</tr>
<tr>
<td>UNC Charlotte Police Department Missing Persons Directive</td>
<td>28</td>
</tr>
<tr>
<td>Housing &amp; Residence Life Missing Student Guidelines</td>
<td>38</td>
</tr>
<tr>
<td>Criminal Activity at Off Campus Organizations</td>
<td>40</td>
</tr>
<tr>
<td>Contacting Other Law Enforcement Agencies</td>
<td>40</td>
</tr>
<tr>
<td>Access to Campus Facilities</td>
<td>40</td>
</tr>
<tr>
<td>Special Procedures for Residence Hall Access</td>
<td>40</td>
</tr>
<tr>
<td>Security Considerations in the Maintenance of Campus Facilities</td>
<td>40</td>
</tr>
<tr>
<td>Timely Warning Notices (Crime Alerts, Campus Safety Advisories, and their Distribution)</td>
<td>41</td>
</tr>
<tr>
<td>Decision Criteria for Timely Warnings</td>
<td>41</td>
</tr>
<tr>
<td>Content of Timely Warnings &amp; Initiating a timely Warning</td>
<td>41</td>
</tr>
<tr>
<td>UNC Charlotte Police Department Timely Warnings &amp; Emergency Notifications Directive</td>
<td>43</td>
</tr>
<tr>
<td>Daily Crime Log</td>
<td>47</td>
</tr>
<tr>
<td>Emergency Management &amp; Preparedness</td>
<td>47</td>
</tr>
<tr>
<td>Emergency Evacuation</td>
<td>47</td>
</tr>
<tr>
<td>Emergency Response</td>
<td>48</td>
</tr>
<tr>
<td>Process to Confirm there is a Significant Emergency or Dangerous Situation</td>
<td>48</td>
</tr>
<tr>
<td>Coordination of the Process</td>
<td>48</td>
</tr>
<tr>
<td>Procedure to Test the Emergency Response &amp; Evacuation Procedures</td>
<td>48</td>
</tr>
<tr>
<td>Business Continuity Planning</td>
<td>48</td>
</tr>
<tr>
<td>Alcohol / Drug Policies &amp; Programs</td>
<td>49</td>
</tr>
<tr>
<td>Alcohol Policy</td>
<td>49</td>
</tr>
<tr>
<td>Drug Policy</td>
<td>49</td>
</tr>
<tr>
<td>Program to Prevent Use of Illegal Drugs and Alcohol Abuse</td>
<td>49</td>
</tr>
<tr>
<td>BASICS Substance Abuse Education at the UNC Charlotte</td>
<td>50</td>
</tr>
<tr>
<td>UNC Charlotte Help Seeking Protocol</td>
<td>51</td>
</tr>
<tr>
<td>University Policy Manual</td>
<td>52</td>
</tr>
<tr>
<td>Off-Campus University Recognized Organizations and Functions</td>
<td>52</td>
</tr>
<tr>
<td>Section</td>
<td>Page</td>
</tr>
<tr>
<td>------------------------------------------------------------------------</td>
<td>------</td>
</tr>
<tr>
<td>Resident Students</td>
<td>52</td>
</tr>
<tr>
<td>Parking &amp; Transportation Services (PaTS)</td>
<td>52</td>
</tr>
<tr>
<td>How We Compile These Statistics</td>
<td>53</td>
</tr>
<tr>
<td>Crime Statistics - UNC Charlotte Main Campus</td>
<td>54</td>
</tr>
<tr>
<td>UNC Charlotte Center City Campus</td>
<td>56</td>
</tr>
<tr>
<td>Crime Statistics - UNC Charlotte Center City Campus</td>
<td>57</td>
</tr>
<tr>
<td>Surrounding Area Crime Statistics</td>
<td>59</td>
</tr>
<tr>
<td>Important Resources</td>
<td>60</td>
</tr>
<tr>
<td>Important Telephone Numbers and Email Addresses</td>
<td>60</td>
</tr>
<tr>
<td>Assisting Residents with Special Needs</td>
<td>60</td>
</tr>
<tr>
<td>Other Helpful Campus Resources</td>
<td>60</td>
</tr>
<tr>
<td>Annual Fire Safety Reports in Student Housing</td>
<td>61</td>
</tr>
<tr>
<td>Fire Statistics for Calendar Year 2016</td>
<td>61</td>
</tr>
<tr>
<td>Fire Statistics for Calendar Year 2015</td>
<td>62</td>
</tr>
<tr>
<td>Fire Statistics for Calendar Year 2014</td>
<td>63</td>
</tr>
<tr>
<td>Fire Safety Log / Fire Safety Statistics</td>
<td>64</td>
</tr>
<tr>
<td>Fire Inspections for On-Campus Student Housing</td>
<td>64</td>
</tr>
<tr>
<td>Training</td>
<td>64</td>
</tr>
<tr>
<td>Policy on Portable Electronic Appliances</td>
<td>64</td>
</tr>
<tr>
<td>Policy on Candles, Incense, and Oil Burning Lamps</td>
<td>64</td>
</tr>
<tr>
<td>Fire Safety Policies and Rules</td>
<td>64</td>
</tr>
<tr>
<td>On-Campus Student Housing and Life Safety Systems</td>
<td>64</td>
</tr>
<tr>
<td>Mandatory Supervised Fire Drills</td>
<td>65</td>
</tr>
<tr>
<td>Fire Evacuation Procedures</td>
<td>65</td>
</tr>
<tr>
<td>Appendix I: Crime Prevention Committees and Initiatives</td>
<td>66</td>
</tr>
<tr>
<td>Appendix II: Clery Maps – Main Campus &amp; Center City Campus</td>
<td>72</td>
</tr>
<tr>
<td>Appendix III: Clery Geography</td>
<td>76</td>
</tr>
<tr>
<td>Appendix IV: Interpersonal Violence Resource Guide</td>
<td>78</td>
</tr>
<tr>
<td>Appendix V: Sexual Assault: North Carolina General Statutes</td>
<td>92</td>
</tr>
<tr>
<td>Appendix VI: UNC Charlotte University Policy 406: Code of Student Responsibility</td>
<td>97</td>
</tr>
</tbody>
</table>
From the Chancellor

To the University Community –

It is up to each one of us to help foster a secure and supportive environment at UNC Charlotte — an environment where individuals can feel safe to visit, learn, work, and live. Primary to this goal are the principles of responsibility and respect. These values are essential to any community, and they serve as the foundation for the success and productivity of our students, faculty, and staff.

As Chancellor, safety on campus is one of my highest priorities. A truly safe campus can be achieved only through the cooperation of everyone. This publication contains information about campus safety measures and provides statistics about crime in our University community. It also describes our efforts to combat alcohol and drug abuse. Please take the time to read it, and join me in working to create a more caring and safe environment for all of us.

Philip L. Dubois, Chancellor

From the Chief of Police

To the University Community –

On behalf of the members of UNC Charlotte Police Department, I want to thank you for your interest in our Annual Security and Fire Safety Report. We publish this report because it contains valuable information for our campus community. We also publish the report to comply with the important provisions of the Clery Act. Campus safety, security, and compliance with the Clery Act should be a part of everyone’s responsibility at UNC Charlotte. We encourage you to review the information we have made available to you in this brochure. You will find information about our organization including descriptions of certain services that we provide. You will also become familiar with our strong commitment to victims of crimes and the specific extensive services we make available to crime victims. Lastly, you will find important information about security policies and procedures on our campus, crime data, and crime prevention information. We join Chancellor Dubois in the commitment to foster a secure and
supportive environment at UNC Charlotte. We are proud to be an integral part of UNC Charlotte’s tradition of excellence. Campus safety and security is a collaborative effort at UNC Charlotte. We partner with the many departments at the University that have a critical role in fostering campus safety, including Legal Affairs, Title IX, Dean of Students, Housing & Residence Life, Environmental Health & Safety, and the Counseling Center. It has always been our goal to provide the highest quality of public safety services to the University community and we are honored to collaborate with the entire UNC Charlotte community. The men and women of the UNC Charlotte Police and Public Safety Department are committed to making the University campus a safe place in which to live, work, and study.

Jeffrey A. Baker, Chief of Police
Overview

Campus safety is an important consideration for any community. To enhance campus safety, UNC Charlotte provides an annual report to current and prospective students and employees. The information in this report can help empower members of the campus community. Students and employees can take advantage of campus resources and can make decisions that positively impact individual as well as community safety.

Summary of The Jeanne Clery Act

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC 1092 (f)) is a federal law passed in 1990 as an amendment to the Higher Education Act of 1965. Otherwise known as the Clery Act, it mandates that all colleges and universities that receive federal financial assistance must disclose certain timely and annual information concerning campus crime and safety. Each year the updated report must be distributed to current students and employees. Prospective students and employees also must be made aware of the availability of the report.


The Clery Act requires higher education institutions to give timely warnings of crimes that represent a threat to the safety of students or employees, and to make public their campus security policies. It also requires that crime data are collected, reported, and disseminated to the campus community and are also submitted to the U.S. Department of Education. The act is intended to provide students and their families, as higher education consumers, with accurate, complete and timely information about safety on campus so that they can make informed decisions.

In 2013, the Violence Against Women Reauthorization Act made additional changes to the Clery Act. New crimes were added to those that must be reported and new protected statuses were added as hate crime criteria. In addition, institutions are now required to provide primary prevention and awareness programs to all incoming students and new employees, including information about bystander intervention and grievance procedures associated with reports of sexual assault, domestic violence, dating violence, and stalking. Institutions must also provide written...
information to students and employees who are victims of certain crimes. The information is continuously updated and is available at: [http://titleix.uncc.edu/](http://titleix.uncc.edu/)

This report and all documentation required by the Clery Act is compiled and maintained by Lieutenant Sarah Smyre, Police and Public Safety Department. This information is updated on a continual basis with the most recent update provided on August 14, 2017. Documentation is available in Suite 152 of the Facilities Management and Police & Public Safety Building at UNC Charlotte, 9201 University City Blvd. Charlotte., NC.

**The Annual Disclosure**

The Police and Public Safety Department at UNC Charlotte is responsible for preparing and distributing this report. The Department works with many other campus departments and outside agencies, such as Legal Affairs, Dean of Students, Housing and Residence Life, Environmental Health and Safety, the Counseling Center, Charlotte-Mecklenburg Police Department (CMPD), Cabarrus County Sheriff’s Office, Concord Police Department and Kannapolis Police Department to compile the information. Members of the campus community are encouraged to use this report as a guide for safe practices on and off campus. It is available on the internet at [police.uncc.edu](http://police.uncc.edu). For a hardcopy, contact the Police & Public Safety Department at UNC Charlotte at 704-687-8300 or email at police@uncc.edu.

**Definitions of Reportable Crimes**

**Primary Crimes:**

**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.

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

A. **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. This offense includes the rape of both males and females.

B. **Fondling** — The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

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

D. **Statutory Rape** — Sexual intercourse with a person who is under the statutory age of consent.

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

**Aggravated Assault** – an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

**Burglary** – the unlawful entry or attempted entry of a structure to commit a felony or a theft.

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

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

**Larceny/Theft**—the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Attempted larcenies are included.

**Simple Assault**—an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.
**Intimidation**—to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct but without displaying a weapon or subjecting the victim to actual physical attack.

**Destruction/Damage/Vandalism of Property (except Arson)**—to willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

**Hate Crime** – A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim. This definition includes all of the crimes listed above that manifest evidence that the victim was chosen based on one of the categories of bias listed below:

**Categories of Bias:**

**Race** – A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, blacks or African Americans, whites.

**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 actual or perceived sexual orientation. Sexual Orientation is the term for a person’s physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual, and heterosexual (straight) individuals.

**Gender** – A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.

**Gender Identity** – A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g. bias against transgender or gender non-conforming individuals. Gender non-conforming describes a person who does not conform to the gender-based expectations of society, e.g., a woman dressed in traditional male clothing or a man wearing makeup. A gender non-conforming person may or may not be a lesbian, gay, bisexual, or transgender person but may be perceived as such.

**Ethnicity**– A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term “race” in that “race” refers to a grouping based mostly upon biological criteria, while “ethnicity” also encompasses additional cultural factors.

**National Origin** – A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth. This bias may be against people that have a name or accent associated with a national origin group, participate in certain customs associated with a national origin group, or because they are married to or associate with people of a certain national origin.

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

**VAWA Offenses**

**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 determined 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 purposes of this definition dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse and dating violence does not include acts covered under the definition of domestic violence.
Domestic Violence – A felony or misdemeanor crime of violence committed:

- By a current or former spouse or intimate partner of the victim;
- By a person with whom the victim shares a child in common;
- By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
- By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime 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.

Stalking – Engaging in a course of conduct directed at a specific person that would cause a reasonable person to-

- (i) Fear for the person’s safety or the safety of others; or
- (ii) Suffer substantial emotional distress.

For purposes of this definition –

- **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.

Sexual Assault – Defined above
UNC Charlotte Police & Public Safety Department

UNC Charlotte provides its own police department. The Police & Public Safety Department has a total of fifty five (55) sworn and ten (10) non-sworn employees as well as part-time personnel and student employees. Full-time employees include sworn police, telecommunicators, non-sworn rangers (security), and business support.

The Mission of UNC Charlotte’s Police & Public Safety Department

The mission of the Police and Public Safety Department is to provide a safe and secure environment supporting the University’s pursuit of research and academic excellence. Our highly trained law enforcement professionals continually strive to reduce crime, accidents and loss of property through processes and effective community partnerships.

Campus Police Officers and Law Enforcement Authority

UNC Charlotte Police & Public Safety Department is a Campus Law Enforcement Agency as defined by North Carolina General Statute §116-40.5. The Police & Public Safety Department appoints and employs Campus Police Officers who meet or exceed all selection, training, and certification requirements for law enforcement officers in North Carolina. These officers have all of the powers of law enforcement officers, including the authority to arrest individuals and to carry firearms.

The territorial jurisdiction of our Campus Police Officers includes all property owned or leased by UNC Charlotte and that portion of any public road or highway passing through University property and immediately adjoining it. Officers may also arrest a person outside the University’s territorial jurisdiction when the suspect has committed a criminal offense within that territory but has just fled from that territory. In addition, the Police & Public Safety Department has the statutory authority to enter into mutual aid and jurisdiction extension agreements with other law enforcement agencies. A mutual aid agreement with Charlotte Mecklenburg Police Department extends Police & Public Safety’s jurisdiction into the community area.

The Police & Public Safety Department operates on a 24-
hour basis year round. Officers conduct patrols by car, bicycle, all-terrain vehicles, and on foot. Four to six officers and one to two telecommunicators are always scheduled for duty. In the event of an emergency, several officers and other non-sworn essential personnel may be called to return to campus. Departmental policy requires officers to remain on duty until relieved to ensure that the designated minimum number of officers is maintained.

The communications center of the Police & Public Safety Department answers calls for service, dispatches officers and other emergency services to incidents, and monitors intrusion and fire alarms.

The Police & Public Safety Department’s communications center is staffed by certified dispatchers and police telecommunicators who are authorized to dispatch police, fire, or emergency medical services immediately upon receiving a call for help. A police officer, or depending on the severity of the call, a non-sworn ranger (i.e., security) will be sent to the scene of an emergency as the first responder before Fire or EMS personnel arrive. The administrative and patrol offices of the Police & Public Safety Department are located in Suite 152 of the Facilities Management and Police & Public Safety Building at UNC Charlotte, 9201 University City Blvd., Charlotte, NC.

Other departments within the campus community also employ security guards to provide a strong visible presence and service for students, including: Housing and Residence Life, Athletics, and Atkins Library.

Additional contracted security personnel assist with patrolling the Center City Campus in Uptown Charlotte since the facility opened in 2011. These security guards observe and report all suspicious activities to the Police & Public Safety Department.

UNC Charlotte Police may be reached via the emergency telephone dispatch line at 704-687-2200. UNC Charlotte Police recommends downloading the new “Live Safe” application for smart phones. The application provides immediate mobile access to police, fire and medical services. Safety features include buddy walks and access to safety tips.

The application is free of charge.

Other campus organizations and agencies provide managers who oversee security for their own facilities. The Department of Parking and Transportation Services, Housing & Residence Life, Library, Facilities Management, Student Activities Center, and Cone University Center have their own two-way radio networks capable of communicating with the Police & Public Safety Department. They provide additional eyes and ears for reporting suspicious persons and circumstances to the Police & Public Safety Department.

**Geography**

Under the Clery Act, the on-campus category of geography encompasses any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls; and any building or property that is within, or reasonably contiguous to, the geographic area described above that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

The first part of this definition states that, for Clery reporting purposes, UNC Charlotte’s campus includes buildings and properties that meet all of the following criteria:

- UNC Charlotte owns or controls them;
- They are reasonably contiguous to one another; and
- They directly support or relate to UNC Charlotte’s educational purposes.

UNC Charlotte has two campuses, the Main Campus located at 9201 University City Boulevard and the Center City Campus located at 320 E. 9th Street. Information in this report is applicable to both campuses unless otherwise differentiated.

A list of buildings & properties owned by UNC Charlotte is available in Appendix III.

The building list and mapping is maintained by the Office
of Facilities Information Systems Asset Manager located in the Facilities Management and Police & Public Safety Building and is updated on a continual basis.

**Interagency Cooperation**

The Police & Public Safety Department has the statutory authority to enter into mutual aid and jurisdiction extension agreements with other law enforcement agencies. Under a jurisdiction extension agreement with the Charlotte-Mecklenburg Police Department (the law enforcement agency for the City of Charlotte), Campus Police Officers have jurisdiction in certain areas near the main UNC Charlotte campus. In addition, pursuant to a Mutual Aid Agreement, Campus Police Officers, if requested, will assist with crime prevention and police calls in neighborhoods adjacent to the University’s campus. As needed, the Charlotte-Mecklenburg Police Department (CMPD) also provides support and assistance to the campus police. For example, assistance from CMPD will be sought for the investigation of any death, natural or otherwise, that occurs on campus. In addition, the campus police will seek assistance with investigating crimes that “happen to occur on the campus,” meaning that no participant, including the victim and suspect, is related to the campus community.

In addition to CMPD, UNC Charlotte Police also works closely with various other law enforcement agencies, including Alcohol Law Enforcement (ALE), the State Bureau of Investigation (SBI), US Secret Service (USSS), and the Federal Bureau of Investigation (FBI).

**Crime Prevention**

Crime prevention is a top priority. Together with other campus offices, the Police & Public Safety Department provides programs to enhance personal safety, teach proactive crime reduction strategies, and help community members develop self-esteem, all of which contribute to a healthy community.

The major theme of all the University’s campus crime prevention programs is to educate members of the UNC Charlotte community on how not to be a victim. The Police & Public Safety Department is but one layer of the campus community’s security system. Each individual has the responsibility to help prevent crime to promote personal and community safety. When crimes and accidents occur, trained and qualified individuals from the University are prepared to respond and provide victim/witness assistance.

New students and employees are expected to attend orientation programs. For employees, a part of the orientation program includes safety and security presentations from such departments as Risk Management, Police & Public Safety, and Environmental Health & Safety. These programs are repeated several times each year in partnership with Human Resources.

First year students may participate in two major orientation programs. The first program, S.O.A.R. (Student Orientation Advising and Registration), is presented throughout the summer. Trained orientation counselors discuss safety and security issues with incoming students. The Associate Dean of Students and Director of Student Conduct discusses the Code of Student Responsibility (University Policy 406) and briefly touches on safety. A representative from the Police & Public Safety Department addresses students and their parents. The frequency of this summer program is dependent on the number of incoming students. The S.O.A.R. program also hosts a Resource Fair. At the fair, Campus Police Officers provide handouts and information to both students and parents. The second major orientation program is called Week of Welcome (WOW!). The Police & Public Safety Department participates in many of the events during that week. At the start of the fall semester, new resident students must attend a meeting with their Resident Advisor. Residence hall policies and issues related to general security are among the discussion items at this meeting.

Resident Advisors receive information on a variety of safety and security issues as part of their training. In addition, Resident Advisors are expected to provide additional programming during the year on a variety of topics, including safety and security issues. Speakers from both within and outside of the University community are often invited to participate.

Crime prevention materials are available at the Police &
Public Safety Department. Informative speakers can be arranged for either individual or group discussions about campus crime issues. The Police & Public Safety Department often partners with CMPD on crime prevention campaigns in nearby neighborhoods where many students, staff, and faculty live. In addition to the programs above, the Police & Public Safety Department participates in a number of safety committees as well as in partnerships with various University departments and outside organizations. For a more complete List of Crime Prevention Committees and Initiatives, see Appendix I.

**Personal Safety Tips**

There are many steps one can take to protect oneself from crime. Many incidents are crimes of opportunity. For example, most crimes of theft and burglary are random and not calculated. These crimes often occur because community members leave a residence hall door, room door, window, or car door unlocked. On a beautiful campus like UNC Charlotte, it is easy to think that no crime will occur; but, crime can happen anywhere. Follow these simple steps to reduce your victim profile:

**In Your Residence**

1. List only your initials and last name on your mailbox or in directories.
2. Immediately report to your resident advisor or to Housing & Residence Life any maintenance deficiencies that may compromise building security.
3. Never open your door to strangers.
4. Request identification from all Housing & Residence Life and Facilities Management personnel, and verify their identities before letting them in, especially if you have not called for repairs.
5. Never hide your door key anywhere outside your residence.
6. Make sure your door is locked whenever you leave, even if only for a short time.
7. Never leave your wallet, purse, or valuables unattended and unsecured.
8. When you travel out of town, have a friend or neighbor watch your residence for you. Have them get the mail and newspapers.
9. Get timers for lights and place them on lights near windows to give the impression that someone is home.
10. Consider putting a timer on a radio or TV.

**When Walking**

1. Walk with someone else, preferably in groups of three or more whenever possible.
2. Walk only in well-lit areas and avoid short cuts through poorly lit and vacant lots and other deserted places.
3. Walk near the curb on the side of the street facing traffic.
4. If a driver stops you to ask for directions, do not get too close to the vehicle in order to avoid the risk of being pulled inside.
5. If you expect to be walking, wear comfortable clothes and shoes in the event you need to run.
6. If you think you are being followed while walking, change directions and head for a well-lit area with other people around. Cross to the other side of the street rather than confront a lone individual in an isolated area.

**In Your Office**

1. Lock and secure your desk and office when away, even if it’s for just a minute.
2. Keep small valuables (wallets and purses) out of sight by placing them in a closed and locked desk or file cabinet.
3. If possible, when away from your work area, let a co-worker or close neighbor know about your departure and expected time of return.
4. Lock computers and similar office equipment to the desk or table top with some type of security device.
5. Keep a list of brand names, serial numbers, model numbers, and descriptions of all office equipment in your work area.
6. Protect your personal property by marking it with an additional, special identification number, such as your driver's license number.
At Any Time

1. Be alert. Watch for obvious strangers around your office, your home, or your apartment. Check for signs of a break-in before entering an empty house, office, or car. Call the Police & Public Safety Department if you see signs of forced entry to a building or a car.
2. Call the Police & Public Safety Department if you experience minor theft problems over a period of time.
3. When at campus facilities, do not leave backpacks or books unattended. Print your name inside every textbook you own.
4. If you are driving and think you are being followed, make several turns in one direction and head back the way you were going. If the car is still behind you, go to the nearest police or fire station or to a public place. Do not stop or get out of the car. Have someone call the police for you.
5. Involve your peers. If you are expecting a delivery or a guest in your absence, leave your keys with a neighbor or a co-worker. Let your neighbors know when you will be away from home and ask them to challenge strangers in the area.
6. Never give information about yourself or others to strangers on the phone.
7. Maintain a record of serial numbers of your property and of identification and credit cards. Include a brief description with each and keep this information in a safe place.
8. Report any crime or suspicious activity to the police. Be prepared to supply as much information as possible, such as descriptions of people, property, and cars.
9. Post the telephone number of the police department (704-687-2200) near your work phone, and numbers for local police and fire departments at home.
10. If you need to contact the Police & Public Safety Department while on campus, use one of the blue light call stations located at strategic places around campus. Take a few minutes now to review the blue light EmergencyPhones Map (available at: http://facilities.uncc.edu/sites/facilities.uncc.edu/files/media/Maps/Emergency-Phones-Map.pdf) to locate and identify blue light phones in those areas where you park, work, walk, or play. If you would like additional information on crime prevention or wish to discuss a problem that may be crime-related, contact the Police & Public Safety Department at 704-687-2200 or by utilizing the LiveSafe phone application.
11. If you have to work late at night or when the campus is closed, avoid working alone. Keep all doors between you and the public closed and locked after-hours or whenever appropriate.
12. Report all suspicious persons or activities to the police.
13. When vendors come to the office to pick up equipment for return or repairs, ask to see I.D. or proof of affiliation with the appropriate company. If you have a vendor coming in to work on, or to pick up, equipment, tell somebody in the office, so they can check on it for you if you are away from the office when the vendor arrives.
14. If you think somebody is trying to steal items, notify the police.
Reporting to the Police & Public Safety Department

All members of the University community are encouraged to promptly and accurately report any crime, accident, or suspicious circumstance to the Police & Public Safety Department. All staff and faculty at the University should, according to UNC Charlotte University Policy 803, (available at: http://legal.uncc.edu/policies/up-803) report certain types of crimes to the police. All crimes, accidents, and emergencies should be reported to the Police & Public Safety Department immediately upon their discovery.

The Police & Public Safety Department can be summoned by the simple touch of a button on approximately 400 “Blue Light” emergency phones, by dialing 911 or 7-2200 from any University phone, by calling 704-687-2200 from any non-University phone, or by utilizing the LiveSafe phone application. The University provides phone jacks in some residence hall rooms and phones in common areas. Pay phones are provided by an outside contractor. It is important to note that a 911 call made from a cell or pay phone will be routed to one of four off-campus law enforcement agencies, including the City of Charlotte Enhanced 911 (E911) System. Once the off-campus telecommunicator at 911 determines the call is coming from the campus, he/she usually tries to transfer the call to UNC Charlotte Police & Public Safety Department. The direct dial number for the Police & Public Safety Department is 704-687-2200. We encourage individuals within the campus community to program this number into their cell phones for quick response. Classrooms with smart podiums are equipped with “talkmaster” technology which calls classroom support at the touch of a button. Classroom Support will transfer emergencies to the Police & Public Safety Dispatch Center.

In addition to (or instead of) reporting criminal incidents to Police & Public Safety Department, individuals may also report criminal incidents to certain other offices on campus, including Campus Security Authorities (CSAs).

Confidential Reporting of Crimes and Other Serious Incidents

UNC Charlotte has an online anonymous web form to report crimes and other serious incidents on a voluntary and confidential basis. This form allows victims or witnesses to anonymously report an incident of sexual assault or any other serious incident. It assists the University in evaluating whether a Campus Safety Advisory should be issued and in collecting valuable information about serious incidents. It is a valuable tool available to any member of the community. Access this online at: https://police.uncc.edu/webform/anonymous-crime-reporting. Police & Public Safety will fully investigate reports that come through the anonymous web form, which could result in identification of the reporter. Aggregated crime statistics from incidents reported in the Confidential Reporting system are included in the Annual Crime Statistics.

Confidential Resources Policies on Advising Clients Regarding Their Options to Report Crimes

Four offices on campus have been designated as Title IX Confidential Resources: the Counseling Center, the Student Health Center, the Center for Wellness Promotion, and the Athletics Department psychologist.
The Counseling Center and the Athletics psychologist are both exempt from being considered a Campus Security Authority (CSA). However, the first three offices have adopted policies in which they provide their clients options for reporting (or not reporting) and separately report de-identified statistical information to the Clery compliance officer.

**Campus Security Authorities (CSAs)**

In addition to reporting crimes to Campus Police, the Title IX Coordinator, the Dean of Students, and/or Housing and Residence Life crimes may also be reported to Campus Security Authorities (CSAs). CSAs are University faculty, staff or students that hold a position with the University designating them as CSAs. CSAs currently receive training on how to identify and report crimes in compliance with the Clery Act. Lt. Sarah Smyre of the Police & Public Safety Department is responsible for CSA training and maintains a list of all CSAs and associated training records in Suite 152 of the Facilities Management/Police & Public Safety Building. This information is updated on a continual basis. Specific incident reporting forms are utilized to ensure the following statistical information is reported:

- Date reported
- Date of incident (to the extent it can be determined)
- Approximate time of incident
- Location of incident
- Brief description of alleged criminal activity
- Gender of victim

These statistics are reported for compilation into the Crime Statistics of the Annual Security Report even if the reporting party or victim wishes to remain anonymous. The UNC Charlotte Police Department Policy regarding Campus Security Authorities was last updated August 14, 2017.

**CSAs Include:**

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<tr>
<th>CSAs</th>
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<td>Chancellor</td>
<td>Cato Hall</td>
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<td>• Chief of Staff</td>
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<td>704-687-6130</td>
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<td>• Associate Vice Chancellor for Safety &amp; Security</td>
<td>Police / FM Building</td>
<td>704-687-8454</td>
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<td>704-687-0161</td>
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<td>• Risk Management and Insurance (RMI)</td>
<td>Police / FM Building</td>
<td>704-687-8448</td>
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<td>• Security Personnel</td>
<td>Student Activity Center</td>
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<td>• Executive Director, Student Union and Cone University Center</td>
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<tr>
<td>Director of Student Health Center</td>
<td>Student Health Center</td>
<td>704-687-7418</td>
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<tr>
<td>Director, Center for Wellness Promotion and Collegiate Recovery Community</td>
<td>Student Health Center</td>
<td>704-687-7414</td>
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<td>• Provost and Vice Chancellor for Academic Affairs</td>
<td>Reese Building</td>
<td>704-687-5962</td>
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<tr>
<td>• Title IX Deputy Coordinator and Associate Dean of</td>
<td>Cone Center</td>
<td>704-687-7251</td>
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SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, and STALKING INFORMATION

Reporting Sexual Assault, Domestic Violence, Dating Violence and/or Stalking to the Police & Public Safety Department

If the survivor or witness elects to contact the Police & Public Safety Department to file a formal report of the assault, a detective trained in investigating sexual assault, domestic violence, dating violence and stalking will work with the individual to gather the pertinent information. The survivor always retains the right to decide whether she or he wants to proceed with a criminal prosecution. Police & Public Safety will notify the Title IX Coordinator of all reports of sexual assault, domestic violence, dating violence, and stalking that involve a University student. The officer will ensure that the survivor gets the counseling and other assistance she or he needs. The safety of the survivor will always remain the top priority of the officer.

Reporting sexual assault, domestic violence, dating violence and/or stalking may help to prevent another incident. Reporting the incident does not mean that the survivor must proceed with a prosecution. Immediately following an attack, the survivor should try to write down everything she or he remembers about the incident, including the physical description of the suspect(s) and any further information about the identity or location of the suspect(s). It is important to preserve evidence of a criminal offense; therefore, the survivor should report the incident immediately to the Police & Public Safety Department or local law enforcement. In incidents of sexual assault, a survivor should not take a shower and should go directly to a nearby hospital for examination. See below: Sexual Assault Prevention and Reporting; and/or visit the Title IX website at http://titleix.uncc.edu.

Any member of the University community who wishes to file a report should contact the Police & Public Safety Department at 704-687-2200. The survivor maintains the ultimate decision of whether to proceed with an investigation. An Interpersonal Violence Resource Guide is provided to survivors and is available for review in Appendix IV of this report. More information about the student conduct process for handling sexual and interpersonal misconduct is available in Chapter 8 of University Policy 406, available as Appendix VI.
Reporting Sexual Assault, Domestic Violence, Dating Violence and/or Stalking to the Title IX Coordinator

Survivors may report to the University without involving law enforcement by contacting the Title IX Coordinator directly. The University process is completely separate from any criminal process and can take place even if there is not corresponding criminal process. All Responsible Employees (under Title IX), which includes all CSAs, are required to report sexual and interpersonal misconduct to the Title IX Office. The Title IX Office will then connect survivors with available resources (counseling, medical, etc.) and accommodations (changing classes, residence hall rooms, etc.) and help the survivor determine his/her preferred next steps.

Interpersonal Violence Prevention & Education Committee

An interpersonal violence prevention specialist is located in the Center for Wellness Promotion. An Interpersonal Violence Resource Committee has been formed and meets monthly. Alliances have been created with related local agencies and nearby universities. The UNC Charlotte Department of Police & Public Safety has a detective that is specially trained in sexual assault response and is a member of the Interpersonal Violence Resource Committee. The Title IX Coordinator is also a committee member. More information on the Interpersonal Violence Resource Committee can be obtained by contacting Beau Dooley at 704-687-7414 or bdooley1@uncc.edu.

Preventing and Responding to Sexual Assault

The University cares about its students and any traumatic or other event that affects a student’s life. With respect to sexual assault, the University has devoted significant resources and attention to this area to create a culture that supports and encourages survivors and that provides appropriate procedural protections for accused students. The University continues to evaluate how best to achieve these objectives, including by distributing an annual climate survey to solicit feedback about students’ experiences and perspectives. It uses each year’s survey results to make strategic, data-driven decisions about where to focus attention and resources in order to make the UNC Charlotte campus a safe, discrimination-free environment.

The University is committed to creating and maintaining a community in which students, faculty, and staff can work and study in an atmosphere free from all forms of harassment, exploitation, or intimidation. Every member of the campus community should be aware that the University does not tolerate sexual assault and harassment and that such behavior is prohibited by federal and state law and by University policy.

The University will take whatever action may be needed to prevent, correct, and, if necessary, discipline and/or prosecute behavior that violates this policy and the law. All forms of sexual assault and all attempts to commit
such acts are regarded as serious University offenses. A full list of possible sanctions is available in University Policy 406, which is attached as an appendix.

**Safety Tips:**

**In Your Residence:**

1. When someone is at your door, ask who is there before you open it, and don’t let strangers in.
2. Keep doors and windows locked.
3. If laundry facilities are secluded, do your laundry with a friend.
4. Use your first and middle initial on the mailbox or in the directory. Avoid the use of titles such as Miss, Mrs. or Ms.
5. Don’t give your name, address or phone number to a stranger on the phone.
6. Report any suspicious activities (obscene phone calls, peepers, exhibitionists, threats, attacks, attempted attacks, etc.) to the police.
7. Insist on immediate replacement when light bulbs burn out in dark walkways, parking lots and hallways.
8. Always keep your residence secure and never prop open exterior doors.
9. Never post to social media when you’re planning to be out-of-town, when you are home alone, or your home address.
10. Call the Police & Public Safety Department to report suspicious activity.

**Around the Campus**

1. Familiarize yourself with the security services available to you - the shuttle service provided, the availability of blue light emergency phones and the LiveSafe phone application.
2. Avoid shortcuts through deserted places.
3. Don’t walk alone at night.
4. Don’t accept rides from strangers.
5. Whether on or off campus, walk/jog/bike in groups of three or more, especially after dark.
6. Avoid giving your address, phone number or name to someone you don’t know or to friends in public places where you might be overheard.
7. Use your intuition. If you sense something suspicious, take appropriate precautions.

8. Report any suspicious people or activities you might encounter to campus police or residence hall guards.
9. Participate in RAD (Rape Aggression Defense Systems), the self-defense course taught by certified instructors at the Police & Public Safety Department.
10. When driving, park in well-lit, well-traveled areas. Have your keys ready so that you can enter your car quickly.
11. Look into your back seat before entering your car; lock the doors after you enter.

**Date and Acquaintance Sexual Assault**

1. Be aware that most sexual assaults are committed by non-strangers in familiar social situations.
2. Be aware that perpetrators often target intoxicated individuals and/or use alcohol to facilitate assault. Don’t leave a drink (alcoholic or otherwise) unattended. People should only accept drinks which were poured in front of them or they opened themselves, and have not been left unattended at any time.
3. If a person chooses to drink, consuming from sealed, premeasured, regulated alcohol containers (i.e.: domestic beer or wine in cans or bottles) is safer than pouring an unmeasured mixed drink or consuming from open source containers such as punch bowls where the alcohol content may not be known.
4. Trust instincts. If a person is uncomfortable in a situation, then they should trust their ‘gut’ reaction and get out of that situation as soon as possible.
5. When going to social gatherings, a person should go with a group of friends. They should arrive together, check in with each other throughout the evening, and leave together.
6. Watch out for friends and vice versa.
7. Encourage group activities in the early stages of any relationship. A person should not leave an event with someone they just met or don’t know well.
8. All campus community members should know that they have the right to set limits on sexual activity or to say no to sexual activity, whether or not they have previously had sexual contact with someone.
9. If someone is overheard talking about taking advantage of a partner sexually, a bystander should
let that person know they heard it, and that it is wrong, and likely criminal, behavior. If someone seems to be intentionally trying to get a person drunk, they should alert their friends, a bartender or party host, and remove themselves from the situation immediately. If they find they are more intoxicated than they should be given the amount of alcohol they have consumed, or if they experience symptoms that are not normally associated with alcohol, call 9-1-1.

10 Students with questions about their own or a friend’s potential exposure to an illicit substance should contact the UNC Charlotte Police Department or the local police department.

**Sexual Assault Reporting (Filing an Internal Complaint within the University)**

1. Alleged cases of sexual assault by a student should be reported to the Title IX Coordinator at 704-687-6130 or email titleixcoordinator@uncc.edu

2. Title IX staff will meet with the victim/survivor to provide information about resources available to support him/her, accommodations for changing classes or residence hall rooms, the investigation and student conduct process, and any other appropriate assistance as needed. Victims are given several options on how and whether to proceed with an investigation and hearing process under the Code of Student Responsibility. Those options include:
   a. The victim requests the Title IX Office staff to conduct a formal investigation of the incident. If there is sufficient evidence, the person accused may be charged with a violation(s) of the Code of Student Responsibility. A student or employee victim participates as a complainant throughout the conduct process.
   b. The victim files a report and requests that no investigation occur and / or the victim wants to remain confidential. The Title IX Office staff will inform the victim that its ability to investigate the incident may be limited by the victim’s decision to report anonymously.
   c. The victim files a report and gives a statement to the Title IX Office staff describing the incident, but does not want a formal investigation conducted. The victim will be instructed to preserve any evidence in the event that the victim wishes to pursue action in the future.

3. Where a formal investigation takes place, a Title IX investigator meets with the complainant, the accused student, and any relevant witnesses to gather testimony and evidence and then drafts an investigation report that summarizes all the information. A case may be resolved by the Director of Student Conduct if both the complainant and the accused student agree that a certain level of responsibility and certain sanctions are appropriate. However, if the Director and the two parties disagree about those issues, the case will go to a hearing before an Administrative Hearing Officer.

4. Victims of sexual assault, as well as accused students, are given certain assurances within the UNC Charlotte community to ensure the creation of a sensitive environment and to ensure the procedural due process rights. These assurances include:
   a. The sharing of the case status as it progresses through the student conduct process.
   b. The ability to remain present throughout all portions of the hearing.
   c. The representation of an attorney or non-attorney advocate as well as a support person throughout any or all of the steps of the student conduct process.
   d. The sharing of the outcome of the hearing.
   e. Information concerning the availability of counseling and medical services.
   f. The right to appeal the Administrative Hearing Officer’s decision.

5. In addition, the victim is assured exclusion of previous, unrelated sexual behavior from the hearing, freedom from harassment and intimidation on campus, and accommodations within the hearing process to meet the needs of the victim without infringing upon the rights of the accused student. The accused student is provided information describing the student conduct process and receives basic due
process rights guaranteed to all accused students.

The Administrative Hearing Officer, investigators, appellate officers, and other officials involved in the process receive annual specialized training on sexual assault, domestic violence, dating violence, and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability. Possible sanctions if a student is found responsible for sexual or interpersonal misconduct include expulsion or suspension from the University, disciplinary probation, educational sanctions, and/or restitution for loss.

An Interpersonal Violence Resource Guide is provided to survivors and is available for review in Appendix IV of this report.

**Educational Programs and Resources to Promote Awareness of Sexual Assault, Domestic Violence, Dating Violence, and Stalking**

Freshmen students receive training on sexual assault, domestic violence, dating violence, and stalking at the "SOAR" orientation program prior to the beginning of the Fall Semester. Awareness and prevention programs surrounding these significant issues also are offered in all residence areas and resources are available to personnel. Materials are available through the Department of Housing & Residence Life, the Police & Public Safety Department, the Student Health Center, the Counseling Center, the Dean of Students Office, Title IX Office, and the Center for Wellness Promotion.

All incoming students are required to complete online awareness and prevention training module - Campus Clarity’s *Think About It* - that thoroughly tackles issues of consent, bystander intervention, North Carolina laws and University policies, and other important educational information surrounding the topics of sexual assault, interpersonal violence, and stalking.

New employees are also trained during New Employee Orientation and New Faculty Orientation on these important topics. In addition, the Title IX Office and the Office of Legal Affairs have conducted numerous in-person training sessions with targeted groups around campus. See Appendix I for more information on prevention and awareness programs.

Each primary awareness and prevention program conducted for incoming students and new employees covers the following information:

1. UNC Charlotte prohibits sexual harassment, sexual assault, dating violence, domestic violence, and stalking. That means that students or employees who perpetrate any of these offenses can be disciplined, and students or employees who are victims of this conduct can receive services and accommodations to help remedy the harmful effects.

2. North Carolina state law does not specifically define "sexual assault," "dating violence," or "consent." However, the definitions of the relevant conduct and the possible penalties for that conduct are listed in Appendix V. University Policy 406, The Code of Student Responsibility ([legal.uncc.edu/policies/up-406](http://legal.uncc.edu/policies/up-406)) provides a robust definition of "consent" that is used during the student conduct process.

3. Active bystanders can directly intervene in a situation (if they feel safe in doing that), can delegate intervention to another person or entity (by calling police or providing counseling information), or can distract those involved in order to de-escalate potentially problematic situations. Doing nothing is never the right answer for a bystander who observes a problematic situation.

4. Warning signs of abusive relationships include distancing someone from family and friends; criticizing, insulting, or humiliating someone; and jealous, possessive, controlling behavior. Our Center for Wellness Promotion provides excellent training programs on these topics, such as "Interpersonal Violence 101" and "Healthy Relationships: Are You Seeing Red, Green, or Somewhere in Between?"

5. The University’s conduct process is implemented by trained professionals who conduct fair and impartial investigations and hearings. Complainants and Respondents have equal rights throughout the process, including the right to have an advisor present. Victims do not have to contact police, but if they decide to do so, they can be assisted by a University official. Victims' names must be revealed to the Title IX Coordinator (unless working with a designated confidential resource), but the Title IX Coordinator will discuss with the victim his/her options regarding the process, confidentiality, available resources and accommodations, etc. and will strive to maintain the victim’s privacy.
(6) The Interpersonal Violence Resource Guide (Appendix IV) includes important information about evidence preservation, no contact orders, resources, contact information, victims’ rights, confidential resources, and the student conduct process and is provided to every victim who reports sexual assault, dating violence, domestic violence, or stalking.

**Bystander Intervention**

UNC Charlotte teaches and hopes to foster an environment of bystander intervention through training sessions that offer safe and positive options for individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Options include: recognizing situations of potential harm; understanding potential facilitations of violence; overcoming barriers to intervening; identifying safe and effective intervention options and taking action to intervene.

What is a Bystander?
- Someone who is present but is not taking part in the situation
- A spectator or witness who may or may not know what to do
- A person who is present during a potentially dangerous situation and DOES NOTHING to stop it

What is an Active Bystander?
- Someone who intervenes safely in situations that don’t seem “quite right.”

Why become an Active Bystander?
- To help keep you, your friends, and the campus community safe. We all have a part!

Bystander intervention training teaches participants how to observe situations, assess whether the situation is problematic, act to respond in a safe and appropriate manner, and follow up with individuals affected.

**What to do if You or Someone You Know is Sexually Assaulted**

If you or someone you know has been sexually assaulted (including acquaintance rape) you should:

1. Go to a safe place.

2. Do not wash, douche, brush your teeth, change clothes or even comb your hair. Do not disturb anything in the area where the assault occurred. This evidence is extremely important if you decide to prosecute.

3. Report the crime to the Police & Public Safety Department or other appropriate law enforcement agency, if you choose to do so. Authorities from the Dean of Students, Title IX Office, or Housing & Residence Life will assist you in notifying the Police & Public Safety Department about the incident, if you make a request for assistance. Reporting the assault does not mean that you have to prosecute. You may decide to file an anonymous report, or you may wish to file a confidential report to a counselor or other health professional in the Counseling Center, Center for Wellness Promotion, or the Student Health Center.

4. The Police & Public Safety Department at 704-687-2200 is available 24 hours a day to help arrange the following important services:
   a. Emotional support through a rape crisis center, such as Safe Alliance, a friend or a family member.
   b. Immediate medical attention and evidence collection at the nearest hospital emergency room. [If the assault is reported within 72 hours, Rape Victim Assistance will assist with the medical bill. You may have injuries you don’t know about. They can provide you with information and treatment for pregnancy and sexually transmitted diseases. A rape victim advocate can be present with you during your examination.]
   c. Counseling through the Counseling Center and a rape crisis center. All cases are handled confidentially.

**Changing Living and Academic Situations**

Once an incident has been reported, the Title IX Office will arrange for accommodations for the Complainant as needed. The Title IX Office will be responsible for contacting faculty, the Department of Housing and Residence Life, and any other relevant parties to make necessary accommodations, such as changes to academic, University housing, transportation, or University
employment arrangements. The Title IX Office can also coordinate arrangements with the Office of Disability Services, the Office of International Programs, and/or other University offices as necessary to address disability, visa/immigration, financial aid/tuition, or other concerns. The University must comply with a Complainant’s reasonable request for a living and/or academic situation change.

**Additional Resources**

Sexual assault, domestic violence, dating violence and stalking awareness and prevention programs are offered in all residence areas, and resource personnel and materials are available through the Department of Housing and Residence Life, Police & Public Safety Department, the Student Health Center, the Counseling Center, the Dean of Students Office, Title IX Office, and the Center for Wellness Promotion.

For more information about Rape Victim Compensation for associated services rendered, please contact:

**N.C. Crime Victim’s Compensation Commission,**
Division of Victim and Justice Services
Victims Compensations Services
4323 Mail Service Center
Raleigh, NC 27699-4703
1-800-826-6200 or 1-919-733-7974

*Note: In order to receive reimbursement for the cost of the sexual assault examination kit, the assault must be reported to law enforcement within 72 hours.

**Safe Alliance (Charlotte, NC)**
Domestic Violence Crisis Line: 704-332-2513
Rape Crisis Hotline: 704-375-9900
http://www.safealliance.org/

**For Information on Registered Sex Offenders in North Carolina, go to:**
http://sexoffender.ncsbi.gov/

**Sex Crimes Prevention Act**

The federal Campus Sex Crimes Prevention Act requires institutions of higher education to issue a statement advising the campus community where information concerning registered sex offenders may be obtained. In North Carolina, this information is accessible at sexoffender.ncsbi.gov. You may sign up at this site to receive e-mail and telephone alerts when an offender registers to an address in your community.

**Dating Violence, Domestic Violence & Stalking**

Dating violence, domestic violence, and stalking also affect members of the university community.

Domestic or dating violence can take the form of physical or sexual assaults as well as emotional, financial, and/or psychological abuse. Although only physical or sexual assaults (or the threat of such assaults) are actionable under state law or university policy, UNC Charlotte encourages victims of all types of abuse to contact the Counseling Center (for students) or the Employee Assistance Program (for employees) to work through the aftermath of the abuse, put together a safety plan, and/or receive other support.

Law enforcement agencies have specific legal responsibilities to victims based on the 1998 Crime Victims' Rights Law. In addition, the 2004 NC Workplace Violence Prevention Act permits employers to file a civil no-contact order on behalf of an employee who has suffered unlawful conduct from any individual that can reasonably be construed to be carried out, or to have been carried out, at the employee's workplace.

University Policy 101.17, Workplace Violence further describes the University’s resources and processes for responding to workplace violence, including sexual assault, domestic violence, dating violence, or stalking. As with sexual assault or other forms of sexual misconduct, reports of dating violence, domestic violence, or stalking involving students should be made to the Title IX Coordinator.

If a victim also wants to report to law enforcement, he/she can contact the UNC Charlotte Police & Public Safety Department. The Police & Public Safety Department can assist victims in obtaining domestic
violence protective orders or civil no-contact orders through the Mecklenburg County court system. The Interpersonal Violence Resource Guide, attached as Appendix IV, provides additional information.

The Police & Public Safety Department maintains a close working relationship with CMPD, including information sharing of crimes and chronic patterns. The University also shares information with other first responder agencies, such as Charlotte Fire Department and Medic. A list of Prevention and Awareness Programs are available in Appendix I.

MISSING STUDENT INFORMATION

Reporting a Missing Student

The term “missing student” is defined as any UNC Charlotte student residing in an on-campus student housing facility who is reported missing from his or her residence. Reports of missing students should be immediately referred to the UNC Charlotte Police and Public Safety Department at 704-687-2200 located at 9151 Cameron Boulevard, Charlotte NC 28223. Once information of a missing person is reported to the Police & Public Safety Department, a complete and thorough investigation will be conducted in accordance with North Carolina law and Police & Public Safety’s Written Directive 600-001 (Missing Persons) approved September 27, 2010 and reviewed annually with the last review on August 14, 2017. Missing students may also be reported to a Campus Security Authority as outlined in this report.

Missing Student Contact Procedures

All students residing in on-campus student housing facilities have the option of identifying a contact person or persons whom the University will notify in case of an emergency or if the student is determined to be missing by the Police & Public Safety Department or a local law enforcement agency. The contact information will be confidential, accessible only to authorized campus officials and law enforcement, and may not be disclosed to the public except in a missing person investigation. When a student who resides in an on-campus student housing facility is determined to have been missing for 24 hours, the University will follow the procedures below:

Notification Procedures:

Any report of a missing residential student should immediately be directed to the Police & Public Safety Department.

When a residential student is reported missing, the Police & Public Safety Department will:

- Contact the Director of Housing & Residence Life (or designee).
- Initiate an investigation to determine the validity of the missing person report.
- Make a determination as to the status of the missing student and initiate proper protocols based upon that determination.

The Director of Housing and Residence Life (or designee) will:

- Notify the missing student’s emergency contact within 24 hours of a determination by Police and Public Safety that the student is missing.
- If the missing student is under the age of 18, notify the student’s custodial parent or guardian as contained in the records of the University within 24 hours of a determination by the Police & Public Safety Department that the student is missing.
- Initiate additional action as deemed appropriate under the circumstances.

UNC Charlotte Police Department’s Missing Person Policy 600-001 was last updated September 27, 2010 and reviewed August 4, 2017.
I. PURPOSE

The purpose of this directive is to establish policy and procedures for the UNC Charlotte Police Department to investigate cases involving missing persons.

II. POLICY

When members of the campus community are reported missing and/or abducted to the UNC Charlotte Police Department, this agency shall initiate a missing person report and a subsequent investigation. Although rare in a university setting, it shall be the policy of this department to include the investigation of missing children, comprising of runaways, abandonment of children, and unidentified children.

III. DEFINITIONS

A. **Missing Person**: any individual who is 18 years of age or older, whose temporary or permanent residence is in North Carolina, or is believed to be in North Carolina, whose location has not been determined, and who has been reported as missing to a law enforcement agency.

B. **Missing Child**: a person who is less than 18 years of age whose location has not been determined or is unknown, who has been reported missing to a law enforcement agency, and whose parent's, guardian's, spouse's, or legal custodian's temporary or permanent residence is in North Carolina or is believed to be in North Carolina.

C. **Missing Person Report**: a report prepared on a prescribed form for transmitting information about a missing person or a missing child to an appropriate law enforcement agency.

D. **At Risk Persons**: any person who is physically or mentally challenged and who poses a risk to themselves or others, e.g., mental disorder, suicidal, Alzheimer, or Diabetic.

E. **Unusual Circumstances (Missing Critical)**: A person who been reported missing where foul play may be a factor, or is a child (as defined above), or is any at-risk person, or is potentially in a situation where factors and/or conditions could possible put them at risk.

F. **Zone of safety**: The distance a child could travel from the location where last seen before he or she would most likely be a risk of injury or exploitation based on the child’s age, developmental stage, and related matters.
G. **Amber Alert:** Multi-media means of disseminating information to the community concerning missing persons under the age of 18 in accordance with NCGS 143B-499.7.

H. **Silver Alert:** Multi-media means of disseminating information to the community concerning missing persons who are suffering from dementia or other cognitive impairment in accordance with NCGS 143B-499.8.

I. **Confidential Contact Register:** A confidential emergency contact list that is maintained by the UNC Charlotte Office of Housing and Residence Life (HRL). Any student who resides in an on-campus student housing facility may register confidential contact information on this list. Contact information on this list may only be accessed by authorized University officials in the event that the individual named is the subject of a missing person investigation.

IV. **PROCEDURES - FOR ALL CASES**

A. Initial Response to an Adult Missing Persons Call. When Telecommunications receives a call in reference a missing person, the following shall be done:

1. The Telecommunicator receiving the call shall get as much information as possible regarding:
   
a. The name of the missing person
b. A physical description and a clothing description
c. Last known whereabouts
d. Any medical or behavioral precautions
e. Known associates of the person missing

2. Telecommunications shall dispatch a uniformed patrol officer to take the initial missing persons report.

B. The responding officer shall obtain the following information from the complainant:

1. Identifying information about the missing person(s) such as:
   
a. Name
b. Address

c. Social security number

d. Date of birth

e. Race

f. Sex

g. Any other identifiable information, such as a recent photograph

2. The last known location of the missing person(s).

3. The name, location, and type of any place this person may frequent.

4. Any and all information about this person that would be useful in helping locate them, such as any habits this person may have that may lead to location of this individual.

5. Information about any present or past medical or psychological illnesses this person may have had, along with the names of the person’s physicians when possible.

6. Try to determine the names of friends of the missing person and names of groups or organizations this person belongs to.

C. Upon completion of the initial investigation, the officer shall complete a report on the computerized reporting system before the end of his tour of duty.

1. The report shall include all information obtained by the officer.

2. The officer shall have the Telecommunicator on duty perform the following:

   a. Enter the missing person into the National Crime Information Center (NCIC) computer system in accordance with their standards.

   b. Provide this information to all Department of Public Safety on-duty officers as well as send this information out on the DCI Computer system as a statewide broadcast.

   c. Contact the Charlotte Mecklenburg Police Department’s (CMPD) Missing Persons Unit.
d. A copy of this report shall be sent to the N.C. Center for Missing persons as outlined in N.C. General Statute 143B-499.1.

3. Within the same tour of duty the responding officer shall contact the reporting person, advise them of what has been done so far, and determine if any new information has developed.

NOTE: NCIC requires All missing persons under the age of 21 must be entered into NCIC (DCI) within 2 hours of the time the agency has obtained the minimum mandatory data. If an agency receives a phone call and verbally obtains the minimum mandatory data over the phone, the two hour time frame begins when the minimum data is received via the phone call. If the agency receives a phone call and dispatches an officer to the scene to obtain the information, the two hour time frame begins when the officer receives the minimum mandatory data for entry is obtained by the officer on the scene.

V. PROCEDURES- FOR UNUSUAL CIRCUMSTANCES (Missing Critical) INVOLVING A MISSING CHILD

A. Refers to a missing child who is:

1. 17 years of age or younger. This age was established by the Federal Missing Children Assistance Act because children of this age group have not established independence from parental control and do not have the survival skills necessary to protect themselves from exploitation on the streets.

   Note: In the event that the missing child (less than 18 years of age) is also a UNC Charlotte Student, the UNC Charlotte Police Department or another member of the University Administration shall notify their legal parent of guardian unless the child has been emancipated from the same.

2. Believed to be one or more of the items below:

   a. Out of the zone of safety for his or her age and/or development stage.

   b. Mentally incapacitated.

   c. Drug dependent.

   d. A potential victim of foul play or sexual exploitation.
3. Whose disappearance involves circumstances that would cause a reasonable person to conclude that the child should be considered at-risk.

B. Actions upon determination of unusual circumstances (missing critical)

1. If it is determined that unusual circumstances are involved in the report of a missing child, the child shall be considered at-risk, and an expanded investigation, including the use of all appropriate resources, shall immediately commence. While all missing child incidents should be investigated thoroughly, those involving unusual circumstances indicate a heightened likelihood of risk to the child and, therefore, require an intensive response.

2. The tele-communicator shall notify CMPD, and at a minimum, provide a description of the missing person, where they were last seen, and any other information that may be of use in locating the individual. If circumstances require the mobilization of additional resources, the watch commander may also forward this request through the tele-communicator. Depending upon the circumstances surrounding the incident, additional agencies may be notified at the discretion of the watch commander.

3. The supervisor shall determine if the unusual circumstance meets the requirements for this issuance of an Amber Alert as set forth in NC G.S. 143B-499.7, those requirements being: See http://www.ncleg.net/enactedlegislation/statutes/html/bysection/chapter_143b/gs_143b-499.7.html

a. The child is 17 years of age or younger
b. The child is believed:
   
   (1) To have been abducted, or
   
   (2) To be in danger of injury or death

c. The abduction is not known or suspected to be by a parent of the child, unless the child’s life is suspected to be in danger of injury or death.

d. The child is not believed to be a runaway or voluntarily missing; and

e. The abduction has been reported to and investigated by a law enforcement agency.

3. If the criteria for an Amber Alert are met, the investigator, watch commander, or on duty supervisor shall contact the Chief of Police or his designee in order to:

   a. Confirm that statutory criteria have been met

   b. Obtain permission to request the activation of an Amber Alert

4. Once statutory criteria has been confirmed and the Chief of Police has the request for the issuance of an Amber Alert: the investigator, watch commander, or on duty supervisor shall follow Amber Alert issuance procedures,

   a. See…NC Department of Public Safety website at http://www.ncdps.gov/

   b. Contact the NC Center for Missing Persons at 1-800-522-5437 or 1-919-733-3914

C. Upon determination that the Amber Alert is no longer needed, the lead investigator shall notify the North Carolina Center for Missing Persons to cancel the alert.

VI. CASES INVOLVING THE POTENTIAL ISSUANCE OF A SILVER ALERT

A. Actions taken in the event of a Silver Alert
1. The supervisor shall determine if the unusual circumstance meets the requirements for this issuance of a Silver Alert as set forth in NC G.S. 143B-499.8, those requirements being: See… http://www.ncleg.net/enactedlegislation/statutes/html/bysection/chapter_143b/gs_143b-499.8.html
   a. Is believed to be suffering from dementia or other cognitive impairment, regardless of age
   b. Is believed missing, regardless of circumstance
   c. A legal custodian of the individual has submitted a missing person report

2. If the criteria for a Silver Alert is met, the investigator, watch commander, or on duty supervisor shall contact the Chief of Police or his designee in order to:
   a. Confirm that statutory criteria have been met
   b. Obtain permission to request the activation of a Silver Alert

3. Once statutory criteria has been confirmed and the Chief of Police has approved the request for the issuance of a Silver Alert: the investigator, watch commander, or on duty supervisor shall follow Silver Alert issuance procedures:
   a. See…NC Department of Public Safety website at http://www.ncdps.gov/
   b. Contact the NC Center for Missing Persons at 1-800-522-5437 or 1-919-733-3914

B. Cancellation of a Silver Alert: Upon determination that the Silver Alert is no longer needed, the lead investigator shall notify the North Carolina Center for Missing Persons to cancel the alert.

VII. CASES INVOLVING A MISSING UNC CHARLOTTE STUDENT

A. In the event that a UNC Charlotte Student has been reported to be missing for a period of 24 hours the on duty watch commander, supervisor, or investigator shall immediately:
Note: This requirement does not preclude implementing these procedures in cases where the student has been missing for less than 24 hours if circumstances warrant a faster implementation.

1. Immediately notify the Chief of Police or his designee so the proper notifications can be made
   a. Vice Chancellor of Business Affairs
   b. Vice Chancellor of Student Affairs
   c. UNC Charlotte Dean of Students Office
   d. Any other notifications as deemed necessary by the before mentioned individuals or offices

2. Contact the UNC Charlotte 49er Card Office to obtain information about recent activity on the missing individual’s student ID card.

3. Contact the UNC Charlotte Office of Information and Technology (IT) to determine if the missing individual has recently logged into the network.

B. In the event that the missing UNC Charlotte Student also resides in on-campus student housing, all of the before mentioned steps in section A shall be implemented and supplemented by the following steps:

1. The UNC Charlotte Office of Housing and Residence Life (HRL) shall be notified immediately.

2. The confidential contact register on file at HRL shall be checked to see if the missing resident named anyone to their confidential contact list.

3. Officers shall interview roommates/suitemates and any other residents determined to have a close personal relationship with the missing individual.

4. Officers shall conduct a check of:
   a. The missing resident’s room with assistance from an authorized HRL employee (welfare check)
   b. The common areas of the entire residential facility
   c. The periphery of the residential facility
d. Common public areas on campus such as the Student Union and dining facilities.


e. A check of social networking sites

VIII. INVESTIGATIVE FOLLOW-UP FOR A MISSING PERSON

A. The missing person report shall be forwarded to the Criminal Investigations Unit of the UNC Charlotte Police Department for a follow-up investigation

1. The investigator assigned to this case shall contact the reporting person to obtain any additional information needed.

2. The investigator shall also contact the N.C. Center for Missing Persons to provide any additional information or obtain any information from them needed to conduct this investigation.

3. This investigator shall follow-up on any leads on the whereabouts of this missing person and organize/conduct a search of the suspected area if the need arises.

4. Special considerations applicable with any critically missing or at-risk person to be taken.

B. Location of Missing Persons

1. Once a missing person has been located and the Department of Public Safety has been notified, a supplement report should be completed to indicate when and where the person was located.

2. The report should be forwarded to the telecommunications office where the missing person hit shall be taken out of the DCI/NCIC computer system by using the proper DCI/NCIC procedures for doing the same.

3. A copy of this report shall be forwarded to the North Carolina Missing Persons Center so that they can also clear the report out of their system.

C. Special Considerations for Adult Missing Persons: Competent adults, having left home for personal reasons, cannot be forced to return home. Officers locating such individuals shall:
1. Advise them that they are the subject of a missing person investigation.

2. Ask if they desire the reporting party or next-of-kin to be notified of their whereabouts.

3. Make provisions to transmit this information to the reporting party or next-of-kin if permitted by the missing person.

Note: In all cases, reporting parties shall be informed of the well-being of located missing persons. Unless criminal matters necessitate other action, desires of missing persons not to reveal their whereabouts shall be honored.

D. Special Considerations for Child Missing Persons: Officers locating such individuals shall:

1. Ensure the child receives appropriate medical attention if necessary and in a timely manner.

2. Initially question the child to identify the circumstances surrounding the child’s disappearance, any individuals who may be criminally responsible and/ or whether an abusive or negligent home environment was a contributory factor.

3. Ensure that parents, guardians and/or the person reporting the missing youth are notified in a timely manner.

IX. REFERENCES

NC General Statutes: 143B-495, 143B-499.1, 143B-499.7, 143B-499.8
CALEA: 41.2.5, 41.2.6, 41.2.7
Clery Act
UNC Charlotte Office of Housing and Residence Life
Missing Residential Student Notification Guidelines

Federal Statute: The Higher Education Act Reauthorization bill was signed into law by the president on August 14, 2008. This act requires institutions that both participate in any federal higher education programs and maintain on-campus housing to establish a missing student notification policy for students who reside in on-campus housing and have been determined after an investigation by campus security officials to be missing for 24 hours.

UNC Charlotte Policy: This policy, with its accompanying notification procedures, establishes a framework for cooperation among members of the University community aimed at locating and assisting residential students who are reported missing. Reports of missing residential students will be directed to UNC Charlotte Police and Public Safety, which will investigate each report and make a determination as to whether the student is missing. A residential student shall be deemed missing when he or she is absent from the University for more than 24 hours without any known reason.

All residential students have the opportunity to confidentially identify an individual whom they wish to be contacted by the University in case he/she is determined to be missing. The designated contact person will be notified no later than 24 hours after the student is determined to be missing. Additionally, if a missing residential student is under 18 years of age and not an emancipated individual, the University is required to notify the parent or guardian of the missing student not later than 24 hours after the student is determined to be missing.

The Director of Housing and Residence Life (or designee) has the responsibility to make the provisions of this policy and the procedures set forth below available to students.

Notification Procedures:

- Any report of a missing residential student should immediately be directed to UNC Charlotte Police and Public Safety.
When a resident student is reported missing UNC Charlotte Police and Public Safety will:

- contact the Director of Housing and Residence Life (or designee).
- initiate an investigation to determine the validity of the missing person report.
- make a determination as to the status of the missing student and initiate proper protocols based upon that determination.

The Director of Housing and Residence Life (or designee) shall:

- notify the individual identified by the missing student as the emergency contact within 24 hours of a determination by UNC Charlotte Police and Public Safety that the student is missing.
- if the missing student is under the age of 18, notify the student's custodial parent or guardian as contained in the records of the University within 24 hours of a determination by UNC Charlotte Police and Public Safety that the student is missing.
- initiate additional action as deemed appropriate under the circumstances.

Missing Persons

All reports of missing residential students should be directed to Police and Public Safety which will investigate each report. (If you believe a student may be missing, please also notify your RC or the RC/GA on duty.) The University’s response is aimed at locating and assisting residential students who are reported missing. For more information about the University’s response, please visit housing.uncc.edu/safetyzone.

Text for HomePass Missing Person Contact Information Collection Screen

In addition to registering a general emergency contact, you have the option to identify an individual to be notified by the University if you are determined to be missing. If you are determined to be missing, the University will also notify the appropriate law enforcement agency not later than 24 hours after the time you are determined to be missing. In addition, if you are under 18 years of age and not an emancipated individual, the University is also required to notify your custodial parent or legal guardian. This contact information may be accessed only by authorized campus officials who will disclose the information only to law enforcement officials and only for the purpose of a missing student investigation.

Confidentiality of Missing Person Contact Information

The following groups of University officials have access to Missing Person Contact Information may disclose the contact information only to law enforcement officials and only for the purpose of a missing student investigation.

- Live-in Residence Life Staff / Housing and Residence Life Senior Staff
Criminal Activity at Off Campus Locations

The University relies on its close working relationships with local law enforcement agencies to receive information about incidents involving students. UNC Charlotte Police & Public Safety Department actively investigates all criminal information it receives concerning or involving a member of the campus community. If the University is notified of a situation in which a campus community member is the victim of a crime, the Police & Public Safety Department may issue a Campus Safety Advisory detailing the incident and providing tips so that other community members may avoid similar incidents. When local law enforcement becomes aware of criminal or other serious incidents occurring at off-campus fraternities or sororities in addition to off-campus incidents involving UNC Charlotte students, UNC Charlotte Police & Public Safety Department is notified.

Contacting Other Law Enforcement Agencies

Individuals may also contact local law enforcement agencies on their own. Alternatively, members of the Police & Public Safety Department and other University officials will assist the individual in notifying the appropriate agency in the applicable jurisdiction.

Access to Campus Facilities

UNC Charlotte campus is generally open to the public. As with any governmental agency, there are limits to access in some areas.

The amount of access granted to an individual depends on the intended space usage, residential privacy, current status of enrollment or employment, community safety, and state and federal regulations. Use of facilities is generally restricted to current students, faculty, and staff. Specific facilities, such as the University Library, are open to the community. The community is encouraged to attend and become involved in performing arts and athletic events. During routine business hours, exterior doors to academic and administrative buildings are unlocked. Generally, exterior doors are locked after the last scheduled activity. After-hour users of these buildings are strongly encouraged to take special personal precautions such as locking the office doors where they are working. Persons working alone and after hours should be careful when using bathroom and break areas. Persons working late are also encouraged to notify the Police & Public Safety Department of their presence. The University has developed an Access Control Committee that is working toward the implementation of a comprehensive Access Control Policy to ensure the appropriate level of safety and restriction.

Special Procedures for Residence Hall Access

Because they are living areas, security in the residence halls differs from academic and administrative areas of the campus. Residence hall entrances have 24-hour card access control readers restricting access to only designated individuals. A Housing and Residence Life employee is typically on call to respond to any crisis that might arise and has access to the building. During business hours, the Residence Life staff, consisting of: Residence Coordinators, Graduate Assistants and maintenance and housekeeping staff, are in and around the residence halls. The residence halls are normally staffed by uniformed security guards from 11:00 p.m. until 7:00 a.m.

Residence hall key control policies require that lock cylinder cores be changed immediately upon the report of a lost key. The type of key used by Housing and Residence Life is not readily duplicated in the Charlotte area. Students are educated not to let people into their residence halls who don’t have access cards. Specific information on each type of residence hall is available from the Department of Housing and Residence Life. See the Resident Handbook for rules, regulations and procedures regarding residence hall access.

Security Considerations in the Maintenance of Campus Facilities

The University is committed to campus safety and security. Exterior lighting and landscape control is a critical part of that commitment. Representatives from various departments conduct security surveys to ensure campus lighting is adequate and the landscape is appropriately controlled. Police & Public Safety
Department employees conduct routine checks of 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, usually within 24 hours or the next business day. Community members are encouraged to report any deficiency in lighting to the Facilities Customer Service Center at 704-687-0562. Any community member who has a non-emergency concern about physical security should contact the Police & Public Safety Department at 704-687-3400. The Police & Public Safety Department, Facilities Management, and representatives from the alarm and lock shops work together to identify inoperative locking mechanisms. Community members are encouraged to promptly report any locking mechanism deficiency to the Facilities Customer Service Center at 704-687-0562 or to Police & Public Safety Department at 704-687-2200. Maintenance staff members are available to respond to calls for service regarding unsafe facility conditions or for personal safety and property protection. These conditions also may include unsafe steps or handrails, unsafe roadways on campus, and unsecured equipment. See Facilities Management Policies available at: http://facilities.uncc.edu/about-us/policy-statements for more information.

Timely Warning Notices (Crime Alerts, Campus Safety Advisories, and their Distribution)

In the event of a serious crime that has been reported to police or CSAs and that represents a serious or continuing threat to the university community, the Police & Public Safety Department is required to issue a crime alert/timely warning. Advisories/Emergency Notifications are also quickly distributed if a natural or manmade mishap could affect a significant segment of the campus community. These advisories are published through the University’s e-mail system, posted on UNC Charlotte Police & Public Safety website police.uncc.edu, text messages alerts, LiveSafe application and tv/computer screen alerts. In the event an advisory needs to be delivered on an immediate basis, flyers may be posted and hand delivered to each area. The Police & Public Safety Department is responsible for issuing the warning. The Police & Public Safety Department communicates with local police requesting their cooperation in informing the institution about crimes reported to them that may warrant timely warnings.

Decision Criteria for Timely Warnings

The issuance of a Timely Warning must be decided on a case-by-case basis in light of all of the facts surrounding a crime, including factors such as the nature of the crime, the continuing danger to the campus community, and the possible risk of compromising law enforcement efforts. An ongoing investigation will normally not preclude the issuance of a Timely Warning. The Department will issue a Timely Warning without delay and will only restrict information that is sensitive to an investigation if the restriction of such information does not inhibit the ability of members of the campus community to protect themselves from harm.

Content of Timely Warnings

The intent of a Timely Warning is to enable members of the campus community to protect themselves from harm. Accordingly, all Timely Warnings must include any information that would promote safety. Such information should include, at a minimum:

- Nature & location of the crime
- Date/time of the crime
- Suspect information, if available (victim name is withheld as confidential)
- Any additional information that may aid in protecting the campus community

Initiating Timely Warnings

Every attempt must be made to issue a Timely Warning as soon as is reasonably possible after the facts of the incidents have been established. For threats that are considered particularly exigent, a Timely Warning may be issued immediately with any known facts and then updated with additional pertinent information until the threat is contained or neutralized. The Chief of Police has the authority to issue Timely Warnings and Emergency Notifications via the Watch Commander or designee.

Timely Warnings and Emergency Notifications will be
provided in an accurate and timely fashion to inform students and campus community members of the threatening situation and how they can best protect themselves from harm.

Individuals may also sign up to receive notifications through UNC Charlotte Alerts System. Offered free of charge, this system allows individuals, including employees, students and parents, to receive campus alerts on their cell phones via text messages. More information can be found at http://www.unccharlottealerts.com. Additionally, methods of dissemination can include, but are not limited to, the following: Whalen Alert Siren, University webpage alerts, email, Smart Classroom/Podium alerts, Digital television and signage alerts, Cisco IP phone alerts and Campus warning flyers. Documentation will be kept at the UNC Charlotte Police Department. See UNC Charlotte Police Department Emergency Notifications and Timely Warnings Policy 600-007 last updated August 24, 2011 and reviewed September 2017.

**Niner Notice**

In the 2017-18 academic year, the University launched a new NinerNotice initiative. A NinerNotice provides information about certain incidents that do not pose a threat to University safety or operations, but about which it may be helpful for the campus community to know. A NinerNotice does not require any action on the part of a student or employee but is intended to be helpful in clarifying unfounded rumors or notifying the campus community of unusual incidents. Anyone may subscribe to be alerted to new NinerNotices by signing up on emergency.uncc.edu/ninernotice
I. PURPOSE

The purpose of this directive is to provide guidelines for the issuance of Timely Warnings and Emergency Notifications to the campus community.

II. POLICY

If a situation arises, either on or off campus, that constitutes an ongoing or continuing threat to the campus community, the UNC Charlotte Police Department (Department) will issue a campus-wide notification. There are two kinds of notifications that may be issued under this directive:

A. “Timely Warnings” are issued for situations related to criminal activity as required under applicable provisions of the Clery Act (20 U.S.C. § 1092(f) et seq.).

B. “Emergency Notifications” are issued for threatening situations not involving criminal activity.

Timely Warnings and Emergency Notifications will be provided in an accurate and timely fashion to inform students and campus community members of the threatening situation and how they can best protect themselves from harm. Departmental supervisors shall make every reasonable attempt to disseminate a campus wide notification within ten (10) minutes of an incident being reported that represents an ongoing threat to the safety of the campus community.

III. TIMELY WARNINGS

A. Crimes Requiring Consideration of Timely Warnings

The Clery Act requires UNC Charlotte to issue Timely Warnings to the campus community about certain criminal activities considered to represent a continuing threat to students and employees once they are reported to the Department, local police, or to officials with significant responsibility for student and campus activities. Timely Warnings will be considered for dissemination by the Department for the following classifications of reported crimes:

- Criminal homicide
- Sex offenses
• Robbery
• Aggravated assault
• Hate crimes
• Burglary
• Motor vehicle theft
• Arson

In addition to these instances, Timely Warnings will be disseminated by the Department when any crime occurs that poses a serious or continual threat to the campus community and/or the surrounding area, including crimes involving illegal firearm possession.

B. Decision Criteria for Timely Warnings

The issuance of a Timely Warning must be decided on a case-by-case basis in light of all of the facts surrounding a crime, including factors such as the nature of the crime, the continuing danger to the campus community, and the possible risk of compromising law enforcement efforts. An ongoing investigation will normally not preclude the issuance of a Timely Warning. The Department will only restrict information that is sensitive to an investigation if the restriction of such information does not inhibit the ability of members of the campus community to protect themselves from harm.

C. Content of Timely Warnings

The intent of a Timely Warning is to enable members of the campus community to protect themselves from harm. Accordingly, all Timely Warnings must include any information that would promote safety. Such information should include, at a minimum:

• Nature of the crime
• Location of the crime
• Date/time of the crime
• Suspect information, if available
• Any additional information that may aid in protecting the campus community

D. Timing of Timely Warnings

Every attempt must be made to issue a Timely Warning as soon as is reasonably possible after the facts of the incidents have been established. For threats that are considered particularly exigent, a Timely Warning may be issued immediately with any known facts and then continually updated until the threat is contained or neutralized.
IV. EMERGENCY NOTIFICATIONS

The Department is responsible for disseminating an Emergency Notification in the event that there is a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus. An Emergency Notification to the campus community will contain any information that is reasonably necessary to promote the safety of the campus community as dictated by the situation and will be released as soon as is reasonably possible and without delay, unless notification will compromise efforts to assist a victim, or to contain, respond to, or otherwise mitigate the emergency. Examples of situations that may constitute the University’s decision to issue an Emergency Notification include, but are not limited to:

- Situations where serious injuries may or have occurred (e.g., building collapses, fires, explosions)
- Situations that cause major disruption to campus operations (e.g., weather-related situations, gas leaks, chemical spills, power outages, water emergencies)
- Any other non-criminal situations that represent a threat to the campus community

V. PROCEDURES

A. Authority to Issue Timely Warnings and Emergency Notifications

The Chief of Police or designee, including the Watch Commander, will determine if a Timely Warning or Emergency Notification needs to be issued. If it is determined that a situation warrants the issuance of a Timely Warning or Emergency Notification, Departmental supervisors shall make every reasonable attempt to disseminate a campus wide notification within ten (10) minutes of the incident being reported that represents an ongoing threat to the safety of the campus community.

The Chief of Police or designee will immediately notify the Vice Chancellor for Business Affairs, or designee and the Associate Vice Chancellor for Risk Management Safety & Security, or designee, of any issuance of a Timely Warning or Emergency Notification.

In the event there is information sufficient to warrant a consultation between the above-referenced administrators, but a determination is made not to issue a Timely Warning or Emergency Notification, the Chief of Police or designee will immediately document the reasons for not issuing the notice. This information will be maintained on file in accordance with the University’s record retention policy.

B. Methods of Dissemination
All Timely Warnings and Emergency Notifications must be distributed in a manner that is reasonably likely to reach the entire campus community in time for individuals to take precautionary measures. Methods of dissemination may vary depending on the severity of the crime/situation, the level of threat to the campus community, and the need to disrupt normal University workflow to deliver the message. Methods of dissemination can include, but are not limited to, the following:

- Whalen Alert Siren
- Text message notifications
- University webpage alerts
- Mass electronic mail messages
- Smart Classroom/Podium alerts
- Digital television and signage alerts
- Cisco IP phone alerts
- Campus warning flyers

Whenever possible without compromising the safety of the campus community, the Department should consult with Director of Public Relations or his/her designee to discuss the appropriate method of dissemination and to allow for any media distribution. The Director of Public Relations or his/her designee should also be consulted regarding the necessity, nature, and content of any corrections or updates to the initial Timely Warning or Emergency Notification, including the issuance of an “all clear” notification when a situation no longer poses a threat to the campus community.

VI. REFERENCES

Clery Act (20 U.S.C. § 1092(f) et seq.)
Daily Crime Log

UNC Charlotte Police & Public Safety Department publishes a daily summary, or crime log, each business day. This information summarizes incident reports and includes the nature of the crime, the date and time the crime occurred, the general (or specific) location of the crime, and the disposition of the complaint (if known). It is distributed daily to selected senior campus administrators, Charlotte-Mecklenburg Police Department (CMPD), and requesting media. A copy is available for inspection during routine business hours in Suite 152 of the Facilities Management and Police & Public Safety Building or online at http://police.uncc.edu/police-log. Periodically the Niner Times, a student newspaper, has published excerpts from the daily crime log. Lieutenant Sarah Smyre is responsible for the daily crime log and other Police employees are trained in the procedures. Both electronic and hard copies of the daily crime log are maintained as well as a back-up log. The Daily Crime Log Policy was last updated August 21, 2017.

Emergency Management & Preparedness

The Office of Emergency Management (OEM) is in the department of Safety and Security. Its primary responsibility is to help the campus prepare for, respond to, and recover from any emergency that threatens the University. Additionally, the office is responsible for the coordination of emergency exercises and the business continuity program. The UNC Charlotte Emergency website is designed to make you aware of both natural and manmade hazards that could affect you as well as help you prepare for a variety of emergency events. University Emergency Plans and training are also available on the website. Please visit http://emergency.uncc.edu. Emergency Plans for UNC Charlotte Main Campus and UNC Charlotte Center City Campus are available at this site. Preparedness for campus emergencies is ongoing. Through proactive training, drills, and involvement with organizations, such as Charlotte-Mecklenburg Office of Emergency Management (CMEMO), Charlotte Fire Department (CFD). Charlotte-Mecklenburg Police Department (CMPD), and state law enforcement instructors, the Office of Emergency Management, in coordination with the Police & Public Safety Department and other University departments, continue to build a community that is ready and willing to support and protect the institution and its community members. Through the National Incident Management System (NIMS), including the use of the Incident Command System (ICS) and Emergency Support Functions (ESFs), the University has developed organizational structures and techniques that support its requirements in emergency operations. Through UNC Charlotte emergency alert system, NinerAlerts, warnings and action directives can be simultaneously sent to individuals through e-mail, SMS text messaging, phones, social media, campus computers, digital screen takeover, LiveSafe mobile application. This information can also be accessed at http://emergency.uncc.edu/nineralerts.

Emergency Evacuation

UNC Charlotte has developed a plan to evacuate members of the campus community to include students, faculty, staff, and visitors in the event of an emergency. Evacuation Route signs are prominently posted throughout campus to assist with evacuation. Evacuation plans are available at: http://emergency.uncc.edu/emergency-management-plans.

The office of Environmental Health & Safety has established building emergency evacuation procedures for each campus building. These building evacuation procedures can be found at the following address: http://safety.uncc.edu/fire-life-safety/building-evacuation-
Disability evacuation plans can also be accessed on this website. The Department of Safety and Security is responsible for updating the Evacuation Procedures. This documentation is kept in Suite 152 of the Facilities Management / Police & Public Safety Building and includes each test, a description of the exercise, the date, time and whether the test was announced or unannounced. A current emergency evacuation policy for the entire UNC Charlotte campus was last reviewed July 2017.

**Emergency Response**

**Process to confirm there is a significant emergency or dangerous situation**

UNC Charlotte Police & Public Safety Department is the primary first response unit for the University. The Police & Public Safety Department utilizes a 911 telecommunications center so members of the campus community can report any potentially dangerous or emergency situation to the Police & Public Safety Department. The Police & Public Safety Department dispatches certified law enforcement officers to every report of any such situation and treats each situation as an emergency until it can be definitely determined otherwise.

**Coordination of the process**

Several steps have been taken to assist the campus community in contacting the Police & Public Safety Department. Every landline on the campus is configured to route all 911 calls to the Police & Public Safety Department. The University has also installed over 400 emergency blue light phones so members of the campus community can contact the police with the push of a button. The Police & Public Safety Department has also initiated an aggressive informational campaign by providing informational sessions where brochures and thousands of emergency alert cards displaying pertinent emergency contact information are disseminated. Finally, the Department of Police & Public Safety has acquired an interoperable radio system that allows all University employees who have been assigned 400 MHz and 800 MHz radios the ability to directly contact Police & Public Safety Department’s Emergency Telecommunications Center. While the University has a number of community partners willing to assist in the event of a large scale incident, the Police & Public Safety Department, in coordination with the Emergency Operations Center and OEM, is largely self-sufficient and capable of handling the vast majority of incidents occurring at the University.

**Procedures to Test the Emergency Response and Evacuation Procedures**

Both the evacuation procedures described above and the emergency alert systems described below are tested periodically. NinerAlerts, utilizing RAVE Mobile Safety (sends emails and text messages) and Alertus (sends a message to classroom podiums), emergency system testing and training are conducted several times throughout the year. Police & Public Safety has a Campus Lockdown procedure and internal procedures for other types of emergencies.

**Business Continuity Planning**

Disasters come in many forms and often without warning. As such, it is extremely important that everyone is prepared to take appropriate actions to protect students, faculty, and staff, as well as visitors to the University. The University must also take steps to minimize damage, to the extent possible. And finally, the University must be able to recover and resume operations in as short a time as possible. This is the essence of Business Continuity Planning - being prepared to respond effectively to the unthinkable and return the University to its mission. The University is a complex enterprise which must develop the necessary methods and means to protect its people, its assets (both physical and intellectual), and its reputation as an organization. Building an effective business continuity plan will ensure that the University will be ready to respond appropriately to a disaster of any type and to resume its operations as soon as possible. OEM, through its business continuity program, maintains a robust database of continuity plans and procedures from across the campus.
Alcohol Policy

Students are expected to be acquainted with and abide by state laws and University regulations regarding alcohol and drugs. Students also are encouraged to be aware of the social, physiological, and psychological consequences of excessive drinking. The University regularly provides educational programs on alcohol and drug abuse as well as counseling services. The University’s alcoholic beverage policy is designed to be consistent with the laws of the State of North Carolina, which, in general, prohibit the possession, consumption, and serving of alcoholic beverages by and to persons less than 21 years of age. If you have questions or concerns, call the Center for Wellness Promotion at 704-687-7407. If you seek alcohol or other drug education information and resources, visit the Center for Wellness Promotion, Alcoholic Beverages, (University Policy 706) and Program to Prevent Use of Illegal Drugs and Alcohol Abuse (University Policy 711), maintained by the Office of Legal Affairs for more information. Possession and/or consumption of alcohol underage, intoxication and disruptive (regardless of age), drinking in an area on campus other than a residence hall room and the sale of alcoholic beverage on campus will result in a minimum of a referral to the Office of Student Conduct through a Campus Appearance Ticket (CAT) and possibly a state citation and/or arrest. Additionally, intoxication with a Blood Alcohol Concentration (BAC) over .20 will result in medical attention for the intoxicated subject in accordance with Police & Public Safety Policy Update March 11, 2012.

Drug Policy

UNC Charlotte does not condone the possession, use, manufacture, or distribution of illegal substances or drug paraphernalia of any kind in any amount. Students in violation of this policy may jeopardize their own well-being as well as the well-being of the University community. Among those violations considered to be most serious are the manufacture, sale, or distribution of illegal drugs; any involvement in illegal drug use or traffic with minors, particularly from the local area; and possession or use of the more dangerous or highly addictive drugs. Possession of any illegal substance will result in a minimum of a referral to the Office of Student Conduct through a Campus Appearance Ticket (CAT) and possibly a state citation and/or arrest. If you seek alcohol or other drug education information and resources, visit Center for Wellness Promotion, Alcoholic Beverages, (University Policy 706) and Program to Prevent Use of Illegal Drugs and Alcohol Abuse (University Policy 711), maintained by the Office of Legal Affairs for more information.

Program to Prevent Use of Illegal Drugs and Alcohol Abuse

In keeping with efforts to maintain an environment that supports and encourages the pursuit and dissemination of knowledge, it is the policy of UNC Charlotte to consider the use of illegal drugs or alcohol abuse by students, faculty and staff or by others on premises under University control to be unacceptable conduct that adversely affects the educational environment. (For more information see Program to Prevent Use of Illegal Drugs and Alcohol Abuse (University Policy 711) and The Code of Student Responsibility (University Policy 406) maintained by the Office of Legal Affairs.)

To remind students and employees of their responsibilities for maintaining a drug free environment University Policy 711, Program to Prevent Use of Illegal Drugs and Alcohol Abuse, is annually distributed throughout the campus community. The University has a sound awareness, education, and training program which is indispensable in combating illegal use of drugs and alcohol abuse. This program is used both as a preventive measure and as a response for those who need help. The scope of the University program addresses the awareness needs of students, faculty, administrators, and other staff members and includes the following minimum components:

- The health hazards associated with the use of illegal drugs and alcohol abuse;
- The incompatibility of the use of illegal drugs or abuse of alcohol with maximum achievement of personal, social, and educational goals;
The potential legal consequences (including both criminal law and University discipline) of illegal drug abuse and alcohol abuse; and,
The effective use of available campus and community resources in dealing with illegal drug use and alcohol abuse problems.

UNC Charlotte Alcohol and Drug Sanctions include the use of “BASICS” or Brief Alcohol Screening and Intervention for College Students.

The Center for Wellness Promotion (CWP) at UNC Charlotte provides assessments and intervention for students who are found in violation of the University’s policies regarding alcohol abuse and/or drug use. Students who receive a Campus Appearance Ticket (CAT) for alcohol and/or drug violations will be required to meet with either the Housing Office or the Office of Student Conduct. These students may be sanctioned to the Center for Wellness Promotion for an alcohol and/or drug assessment.

See below: The UNC Charlotte Help Seeking Protocol.
UNC Charlotte Help Seeking Protocol

A priority of UNC Charlotte is students’ health, safety, and welfare. As Noble Niners, students are expected to demonstrate compassion by seeking help in potentially dangerous or life-threatening situations. The University does not want the fear of student conduct repercussions to be a barrier for seeking help. In lieu of Conduct Procedures through the University student conduct process, the Help Seeking Protocol provides students an opportunity to seek help for themselves or others while being connected to campus and community resources.

The Help Seeking Protocol applies to the following circumstances regarding the possession, consumption, or use of alcohol and/or drugs:

- Students who seek assistance from emergency personnel or University officials on their own behalf;
- Students who seek assistance from emergency personnel or University officials on behalf of another person(s) and who remain present until emergency personnel or University officials arrive;
- Students who had assistance from emergency personnel or University officials sought on their behalf;
- Organizations in which a representative(s) seeks assistance from emergency personnel or University officials on behalf of another person(s) and who remains present until emergency personnel or University officials arrive; or
- Students who are alleged victims of a crime (including, but not limited to, sexual misconduct, relationship violence, stalking, assault, theft, or vandalism) and may have simultaneously violated University policy regarding the possession, consumption, or use of alcohol and/or drugs.

The Help Seeking Protocol does not apply to the following circumstances:

- Students who are confronted by emergency personnel or University officials (may be referred to the student conduct process);
- Law enforcement agencies within their jurisdictions enforcing federal, state, or local laws (however, state laws related to medical amnesty may apply); or
- Students who are engaging in behaviors other than possession, consumption, or use of alcohol and/or drugs (including, but not limited to, driving under the influence, manufacturing/distribution/delivery of drugs, possessing with intent to manufacture/distribute/deliver drugs, sexual misconduct, relationship violence, or stalking).

Initiation of the Help Seeking Protocol is at the sole discretion of the Director of Student Conduct. While applicable to all students and organizations, decisions to initiate the Protocol will be made on a case-by-case basis by the Director, who will consider all relevant facts in making the decision. If students or organizational representatives believe the Protocol applies, they are encouraged to contact the Director. Decisions on initiation of the Protocol are final and not appealable.

When the Help Seeking Protocol is initiated, the student or an organizational representative will be required to meet with the Director or designee to discuss the incident and available campus and community resources. In order to receive relief under the Protocol, the student or organization must agree to a recommended action plan. This may include a referral to the University’s Center for Wellness Promotion, referrals to other campus or community resources, educational programming, and/or parental notification. A student or organization who fails to meet with the Director or designee or fails to complete any accepted action plan will no longer be eligible for relief under the Protocol and will be referred to the student conduct process as outlined in University Policy 406, The Code of Student Responsibility.

The Office of Student Conduct will maintain a record of the accepted action plan for eight (8) years in accordance with the University record retention policy. The record, however, is considered internal to the University and will not be disclosed as part of any prior conduct records.
The University does not attempt to monitor the off-campus conduct or behavior of students. However, in certain incidents the University will discipline students for off-campus conduct of which it is made aware. The Code of Student Responsibility, University Policy 406, applies to any incident related to a student’s application for admission or financial aid or otherwise related to his or her admission to the University, regardless of location. The Code applies only to those instances of student conduct which are harmful to the appropriate interests of the University: (1) the opportunity of all members of the University community to attain educational objectives consistent with the policies and purposes of the University; (2) the protection of the health, safety, welfare, and property of all persons in the University community; and (3) the protection of the University’s integrity and its property. These criteria for determining University jurisdiction apply regardless of whether or not the incident at issue occurs on the University’s campus or on other property controlled by the University. Policies on hazing and illegal drugs are enforced through The Code of Student Responsibility, regardless of the location of the violation. Students not living on the campus will be served by their local law enforcement agency. In both Mecklenburg and the surrounding counties, the proper law enforcement agency may be contacted by dialing 911.
every 20 minutes. More information is available from PaTS at 704-687-3133.

PaTS in conjunction with Disability Services Office provides a point to point shuttle service for disabled members of the University community from 7:30 a.m. until 4:30 p.m. Monday through Friday by appointment only. If you have a disability and wish to register for shuttle services please contact the Office of Disability Services at 704-687-4355. For more information about PaTS, contact Parking and Transportation Services, at 704-687-0616.

**How We Compile Crime Statistics**

The Police & Public Safety Department reports crime statistics in compliance with the Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC 1092(f)). Most criminal incidents are classified in accordance with the FBI Uniform Crime Reporting Guidelines. A copy of the Handbook for Campus Safety and Security Reporting disclosing these guidelines may be obtained at the US Department of Education’s website. Additional regulatory sources include:

1. Summary Reporting System (SRS) User Manual from the FBI’s UCR Program (for murder and non-negligent manslaughter, manslaughter by negligence, rape, robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law violations, drug law violations, and illegal weapons possession).
2. National Incident-Based Reporting System (NIBRS) User Manual from the FBI’s UCR Program (for fondling, incest, and statutory rape).
3. Hate Crime Data Collection Guidelines and Training Manual from the FBI’s UCR Program (for hate crimes of larceny, theft, simple assault, intimidation, and destruction/damage/vandalism of property).
4. 34 C.F.R. § 668.46(a) (for dating violence, domestic violence, and stalking).

This report is prepared in cooperation with local law enforcement agencies surrounding the campus, Dean of Students Office, Title IX Office, and Housing & Residence Life. Campus crime, arrest and referral statistics include those reported to the Police & Public Safety Department, designated campus officials (including but not limited to directors, deans, department heads, Housing & Residence Life) including CSAs, and local law enforcement agencies. Lieutenant Sarah Smyre is responsible for compiling the crime statistics and documentation is stored electronically and as a hard copy in Suite 152 of the Facilities Management and Police & Public Safety Building. Lt. Smyre is the liaison for PPS and outside law enforcement agencies in regard to crime statistics. Lt. Smyre contacts all agencies within the jurisdiction as specified by the Clery geography for UNC Charlotte and keeps documentation of all communication efforts and responses and non-responses. The Crime Statistics Policy was last reviewed August 15, 2017.

CSAs are provided with a reporting form used to collect information for reporting to the Police Department. In the event a victim wishes to remain anonymous the CSA will still use the reporting form for the purposes of statistical data only. The Police Department will not have the victim information but will report the crime in the crime reporting statistics for the purposes of this report. UNC Charlotte is committed to compiling accurate statistics and has implemented a CSA training program. This includes an in-person presentation about the roles and responsibilities of CSAs, how to report crimes, and a letter to CSAs advising the importance of being in compliance with the Department of Education.

In order to complete these statistics, the Police & Public Safety Department obtained additional information that was reported to CSAs in another University department / organization.
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<th>Non-Campus Building or Property</th>
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UNC Charlotte Center City Campus

Center City

UNC Charlotte Center City functions as a gateway to the entire UNC Charlotte and as such embodies UNC Charlotte’s urban identity in the heart of the greater Charlotte region. Architecturally, it reflects its mission as a premier institution of higher education; its context in this vibrant, rapidly urbanizing area; and its commitment to environmental sustainability.

Academically, UNC Charlotte Center City facilitates programs having an urban awareness and context, while providing vital learning opportunities for employees and residents of the urban center. Operationally, it incorporates the attributes we wish to instill in the entire University: excellence in programming, responsiveness to stakeholders, entrepreneurship, interdisciplinary productivity, inclusivity, flexibility, and efficiency.

Center City Policies / Procedures & Enforcement

Center City is located 8.2 miles from the Main Campus of UNC Charlotte and operates under the same set of policies and procedures for enforcement and student code of conduct as the Main Campus (available in this report). Center City employs security guards for the location and UNC Charlotte Police Department responds to take police reports. UNC Charlotte Police Department has a relationship with Charlotte-Mecklenburg Police Department (CMPD) and CMPD responds to Center City in the event of an emergency in addition to UNC Charlotte Police Department. CMPD also cooperates in providing crime statistics for Center City as well as the three parking locations for UNC Charlotte located around Center City. The Title IX Coordinator has jurisdiction over Center City and responds to reports of sexual misconduct, dating violence, domestic violence, and stalking. Center City does not have any residential housing facilities and, therefore, the missing students policy and fire safety requirements do not apply.

Center City Emergency Procedures

Center City Emergency Campus Evacuation Plan is available at: http://emergency.uncc.edu/evacuation-plans and the Center City Active Shooter Plan is available at http://police.uncc.edu/sites/police.uncc.edu/files/media/docs/Center%20City%20Active%20Shooter%20Plan.pdf Center City receives emergency notification and timely warnings as all alerts are sent to student, faculty and staff of both campuses.
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</table>
Surrounding Area Crime Statistics

UNC Charlotte Police Department collaborates with local law enforcement agencies to collect crime data for Clery reportable offenses occurring within the Clery Geography to include non-campus and public property.

Charlotte Mecklenburg Police Department (CMPD):

Lt. Sarah Smyre contacted Charlotte-Mecklenburg Police Department (CMPD), regarding crime statistics for property located on public property located contiguous to the UNC Charlotte campus. CMPD Management Analyst provided three (3) CMPD Incident Reports for the calendar year 2016 for the specified locations. All three reports were incidents of Aggravated Assault at the following locations: 1056 E. Mallard Creek Church Road, 9320 North Tryon Street, and 9340 North Tryon Street. All three addresses met the Clery Geography definitions, date and time requirements as reportable, Public Property. The addresses for the areas considered to be reasonably contiguous to the UNC Charlotte campus in accordance with the Department of Education’s definition can be found in the Geography section located in Appendix III of this document.

City of Concord

Lt. Sarah Smyre contacted Concord Police Department Crime Analyst, regarding crime statistics for Public Property and Non Campus Building located at Rocky River Golf Club. Concord Police Department did not provide any Incident Reports for the calendar year 2016 for the specified locations. Lt. Smyre also utilized the Concord Police Department online public records database and did not locate any reportable offenses. For a detailed description of the property please see the Geography section located in Appendix III of this document.

City of Kannapolis

Lt. Sarah Smyre contacted Kannapolis Police Department Records Unit regarding crime statistics for property located on Laureate Way in the City of Kannapolis, North Carolina. Kannapolis Police Department advised there were no Clery reportable offenses at the specified locations during 2016. For a detailed description of the Laureate Way property please see the Geography section located in Appendix III of this document.
IMPORTANT RESOURCES

Important Telephone Numbers and E-mail Addresses

The Dispatch/Communications Center and Patrol Division of the Police & Public Safety Department are open 24 hours per day every day of the year. There are several ways to contact the Police & Public Safety Department:

(from a campus phone) dial 7-2200 for non-emergencies or 911 for emergencies
(from a cell or other non-campus phone) dial 704-687-2200
(on campus) for emergencies use the nearest “Blue Light” emergency phone

Assisting Residents With Special Needs

Physically impaired students need to identify a number of “buddies” in their immediate living area who can provide assistance during an emergency. Five or six “buddies” are recommended with the hope that one or two will be present during an emergency or other special circumstance. These “buddies” could assist the individual in moving to a location of greater safety. Students with special needs may wish to contact the Disability Services Office (704-687-4355 or ds.uncc.edu).

Other Helpful Campus Resources Include:

<table>
<thead>
<tr>
<th>Resource</th>
<th>Phone</th>
<th>Hours</th>
<th>Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>LiveSafe Phone Application</td>
<td>Download the App</td>
<td>24 hours</td>
<td>7 Days a Week</td>
</tr>
<tr>
<td>Rape Hotline (off-campus)</td>
<td>(704) 375-9900</td>
<td>24 hours</td>
<td>7 Days a Week</td>
</tr>
<tr>
<td>Center for Wellness Promotion</td>
<td>(704) 687-7407</td>
<td>8 AM-5 PM</td>
<td>Monday-Friday</td>
</tr>
<tr>
<td>Counseling Center</td>
<td>(704) 687-0311</td>
<td>8 AM-5 PM</td>
<td>Monday-Friday</td>
</tr>
<tr>
<td>Dean of Students Office</td>
<td>(704) 687-0345</td>
<td>8 AM-5 PM</td>
<td>Monday-Friday</td>
</tr>
<tr>
<td>Student Health Center</td>
<td>(704) 687-7400</td>
<td>8 AM-5 PM</td>
<td>Monday-Friday</td>
</tr>
<tr>
<td>Housing and Residence Life</td>
<td>(704) 687-7501</td>
<td>8 AM-5 PM</td>
<td>Monday-Friday</td>
</tr>
<tr>
<td>Human Resources</td>
<td>(704) 687-0669</td>
<td>8 AM-5 PM</td>
<td>Monday-Friday</td>
</tr>
<tr>
<td>Employee Relations</td>
<td>(704) 687-0659</td>
<td>8 AM-5 PM</td>
<td>Monday-Friday</td>
</tr>
<tr>
<td>Environmental Health &amp; Safety</td>
<td>(704) 687-1111</td>
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<td>Monday-Friday</td>
</tr>
<tr>
<td>Facilities Management</td>
<td>(704) 687-0554</td>
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<tr>
<td>Division of Academic Affairs</td>
<td>(704) 687-5717</td>
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<td>Public Relations</td>
<td>(704) 687-5825</td>
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</tr>
<tr>
<td>Title IX Coordinator</td>
<td>(704) 687-6130</td>
<td>8 AM-5 PM</td>
<td>Monday-Friday</td>
</tr>
</tbody>
</table>
UNC Charlotte reported one fire in student housing for the 2016 calendar year. There have been no injuries or deaths in relation to these incidents. The fire resulted in damage valued at under $400.

<table>
<thead>
<tr>
<th>Resident Hall</th>
<th>Fires</th>
<th>Cause</th>
<th>Injuries</th>
<th>Deaths</th>
<th>Property Damage</th>
<th>Fully Sprinkled</th>
<th>Fire Detection</th>
</tr>
</thead>
<tbody>
<tr>
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<td>Elm Hall</td>
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<tr>
<td>Greek Village</td>
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<td>YES</td>
<td>YES</td>
</tr>
<tr>
<td>Hawthorn Hall</td>
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<tr>
<td>Holshouser Hall</td>
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<td>Laurel Hall</td>
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*Residents Facilities not specifically listed in each year have either been taken off-line due to construction or new residential facilities. There are no omissions.*
**Fire Statistics for Calendar Year 2015**

UNC Charlotte reported no fires in student housing for the 2015 calendar year.

<table>
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<th>Resident Hall</th>
<th>Fires</th>
<th>Cause</th>
<th>Injuries</th>
<th>Deaths</th>
<th>Property Damage</th>
<th>Fully Sprinkled</th>
<th>Fire Detection</th>
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<td><strong>High Rises</strong></td>
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<td><strong>Suites &amp; Apartments</strong></td>
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</tbody>
</table>
UNC Charlotte reported two fires in student housing for the 2014 calendar year. There have been no injuries or deaths in relation to these incidents. One fire resulted in damage valued at under $100. The other fire resulted in damage estimated at $800.

<table>
<thead>
<tr>
<th>Resident Hall</th>
<th>Fires</th>
<th>Cause</th>
<th>Injuries</th>
<th>Deaths</th>
<th>Property Damage</th>
<th>Fully Sprinkled</th>
<th>Fire Detection</th>
</tr>
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<tbody>
<tr>
<td>High Rises</td>
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<td>YES</td>
</tr>
<tr>
<td>Suites &amp; Apartments</td>
<td></td>
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<td>C.F. Lynch Hall</td>
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<td>Cedar Hall</td>
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<td>Hawthorn Hall</td>
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<td>Miltimore Hall</td>
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<td>Oak Hall</td>
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<td>Pine Hall</td>
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<td>Sycamore Hall</td>
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<td>Wallis Hall</td>
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<td>Witherspoon Hall</td>
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<td>Cooking / Stove Fire</td>
<td>NONE</td>
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<td>Greek Village</td>
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<td><strong>TOTAL</strong></td>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Residential Facilities not specifically listed in each year have either been taken off-line due to construction or are new residential facilities. There are no omissions.
Fire Safety Log / Fire Safety Statistics

Lt. Sarah Smyre with Police & Public Safety Department is responsible for the maintenance of the daily fire log and fire safety statistics. This documentation is kept in Suite 152 of the FM/Police & Public Safety Building. This record includes both electronic and hard copies with information including: the date the fire was reported, the nature of the fire, the date and time of the fire, the general location of the fire, and any fire that occurs in an on-campus student housing facility. Fires are recorded by the date they are reported. Policy last updated September 2017.

Public access is allowed to the fire log upon request by calling the Police & Public Safety Department at 704-687-8300.

Fire Inspections for On-Campus Student Housing

Rooms are inspected once a semester, at random times, to assure compliance with University regulations. The fire detection and suppression systems are tested once a year. Fire extinguishers are inspected every month.

Training

Housing and Residence Life conducts training for residence hall staff (Residence Coordinators, Graduate Assistants, and Resident Advisors) in the following areas:

- Evacuation and emergency preparedness
- Fire inspection program
- Kitchen fire safety

Policy on Portable Electronic Appliances

To minimize safety risks, the following standards have been set for the residential facilities on campus. Approved appliances must be used for the purpose for which they were intended. Storage or use of a prohibited device may result in a charge of $25.00 per person per day.

Policy on Candles, Incense, and Oil Burning Lamps

The use of candles, incense, oil lamps, or any device producing an open flame is prohibited in all residential spaces including balconies and porches.

Fire Safety Policies and Rules

Fire safety regulations are intended to prevent injuries to members of the University community and physical damage to facilities. Because of the seriousness of the regulations that cover fire safety, there are criminal and civil penalties for intentionally setting any fire, for intentionally causing any false fire alarm, and for vandalizing or tampering with any fire alarm or fire protection equipment (including covering smoke/heat detectors). Probable sanctions for these violations are removal from campus housing and/or criminal prosecution. Causing a false fire alarm will result in removal from the residence halls and/or a $500 charge and/or six months in jail. Additionally, a $500 reward has been established for information leading to the arrest and conviction of individuals who tamper with the system or cause false fire alarms.

Please report all fires to the Police & Public Safety Department.

On-Campus Student Housing and Life Safety Systems

UNC Charlotte’s residence halls can be categorized into four basic styles of living arrangements: Traditional Hall Living, Suite Style Living, Apartment Style Living, and Greek Style Living. Each facility is equipped with fire detection systems and pull-box stations. Each of the University’s residence hall buildings and apartment complexes has its own “home page” which includes information about the accommodations, amenities, and special community choices available to residents.
Mandatory Supervised Fire Drills

Planned fire drills are held yearly in cooperation with the Police & Public Safety Department, Environmental Health and Safety and the local fire department. In 2016 twenty-eight (28) supervised fire drills were conducted.

Fire Evacuation Procedures

When a fire alarm sounds, always take the fire alarm seriously and assume there is a fire. All persons are required to immediately evacuate the building. Failure to evacuate will result in a $50 charge. Some evacuation suggestions are as follow:

1. If there is smoke in your room, keep low to the floor. Crawl to your window and open it a few inches to allow in fresh air.
2. If your room is clear of smoke, touch your door before opening. If it is hot, do not open it! Stay in your room and wait for emergency personnel to reach you. Hang a sheet from your window to identify your location. If smoke is entering your room, stuff all openings with towels, etc.
3. If your door is not hot, exit the room toward the nearest fire exit. If the situation allows, take a coat, wear shoes, and carry a towel to reduce smoke inhalation. Close your windows, turn out the lights, and shut your door. Do not stop for personal belongings. Activate the fire alarm system if it is not already sounding.
4. Once in the corridor, close your door and move quickly, but without panic, to the outside stairwell exit. Do not use elevators.
5. Exit down the stairway, making room for the people on lower floors as they enter the stairway.
6. After you have exited, move away from the building to the designated evacuation area and wait for further instructions. If the Police & Public Safety Department is not already on site, call 7-2200 or 911 from a University phone or dial 704-687-2200 from a cell phone after you have reached a safe location.
   a. Speak slowly and clearly so you can be understood
   b. Give your name
   c. Give the exact location of the fire emergency
   d. Give any other relevant information (if anyone is hurt, etc.)
7. Keep out of the way of emergency personnel. If you believe someone is trapped on your floor, report this immediately to fire fighters or the Police & Public Safety Department.
8. Do not re-enter the building for any reason. If you have any information regarding a fire, you are encouraged to tell the nearest Campus Police Officer or housing staff.
9. Area of Rescue Assistance and Refuge is available in the UNC Charlotte Building Emergency Evacuation Plan for Housing & Residence Life.

The Police & Public Safety Department will call the Charlotte Fire Department. If a cell phone is unavailable remember there are Blue Light phones throughout campus that connect directly to the Police & Public Safety Department.
<table>
<thead>
<tr>
<th>Crime Prevention Committees &amp; Initiatives</th>
<th>Description</th>
<th>Frequency</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-Admissions Safety Review Committee</td>
<td>Comprised of representatives from Police &amp; Public Safety (PPS), Office of Student Conduct (OSC), Counseling Center, Admission and Legal. The committee reviews applications for potential threats to the campus community, property, and/or resources.</td>
<td>Weekly</td>
<td>Prevention</td>
</tr>
<tr>
<td>Alcohol Awareness</td>
<td>Alcohol Awareness is a program to educate community members that have been referred for alcohol abuse issues. This is taught as a partnership between Police &amp; Public Safety Department and Center for Wellness Promotion.</td>
<td>Periodically throughout the year</td>
<td>Inform &amp; Prevention</td>
</tr>
<tr>
<td>Alcohol Awareness Month</td>
<td>April: Setup with above programs for educational outreach to students, faculty and staff.</td>
<td>Annually</td>
<td>Prevention</td>
</tr>
<tr>
<td>ASPIRE</td>
<td>Human Resources course (Work Place Violence) taught to those who ASPIRE to be supervisors and future leaders at the University.</td>
<td>Periodically throughout the year</td>
<td>Prevention</td>
</tr>
<tr>
<td>Camps on Campus Counselor Training</td>
<td>The Police &amp; Public Safety Department partners with Camps on Campus to conduct training sessions to ensure counselors know the role of the Police &amp; Public Safety Department on campus and how it can assist with safety, educational programs, and proper reporting procedures.</td>
<td>Annually</td>
<td>Inform</td>
</tr>
<tr>
<td>Campus Behavioral Intervention Team (CBIT)</td>
<td>Comprised of various University officials. This team evaluates those individuals who could potentially present a risk to the safety and security of the campus community.</td>
<td>Weekly</td>
<td>Prevention</td>
</tr>
<tr>
<td>Campus Car Show</td>
<td>September: UNC Charlotte Police Department hosts a car show involving numerous on and off campus partners including CMPD, NCSHP, MEDIC, Charlotte Fire, Wellness Promotions and Motorsports Engineering to try and promote a relaxed atmosphere for students to speak with officers and other partners about the dangers of underage alcohol consumption, drug use, texting while driving, speeding, etc.</td>
<td>Annually</td>
<td>Inform &amp; Prevention</td>
</tr>
<tr>
<td>Campus Safety &amp; Security Committee</td>
<td>This committee was developed by the chancellor. The Police &amp; Public Safety Department partners with the Counseling Center, Legal Affairs, Student Affairs, Human Resources, the Provost Office and Student Government Association to address campus community security concerns.</td>
<td>Monthly</td>
<td>Prevention</td>
</tr>
<tr>
<td>Distracted Driving Awareness Month Initiatives</td>
<td>April: Set up table(s) and sign petitions to encourage individuals to avoid distracted driving and texting while driving specifically. 1000 Pledges signed in 2013. Original pledges maintained by C.O.P. Coordinator.</td>
<td>Annually</td>
<td>Inform &amp; Prevention</td>
</tr>
<tr>
<td><strong>Domestic Violence Advocacy Council</strong></td>
<td>This is a group of committee members dedicated to eliminating domestic violence in our community. This group consists of members of UNC Charlotte Police, District Attorney’s Office, Charlotte-Mecklenburg Police, various religious and civic groups and other volunteers.</td>
<td>Monthly</td>
<td>Prevention</td>
</tr>
<tr>
<td><strong>OSC/HRL/PPS Check-in Meeting</strong></td>
<td>Weekly meeting between Office of Student Conduct (OSC), Housing and Residence Life (HRL) and PPS in which issues pertaining to campus safety and security are discussed.</td>
<td>Weekly</td>
<td>Prevention</td>
</tr>
<tr>
<td><strong>DrunkBusters</strong></td>
<td>Set up with beer goggles and pedal carts to help simulate alcohol impairment for underage students.</td>
<td>Periodically throughout the year</td>
<td>Prevention</td>
</tr>
<tr>
<td><strong>Freshman Seminar classes</strong></td>
<td>Although there are a variety of instructors for these classes, the Police &amp; Public Safety Department generally partners with each of them in order to promote safety awareness to students.</td>
<td>Periodically throughout the year</td>
<td>Prevention</td>
</tr>
<tr>
<td><strong>Gotcha</strong></td>
<td>The Police &amp; Public Safety Department partners with Housing and Residence Life (HRL) to focus on the importance of securing residence hall rooms and vehicles.</td>
<td>Periodically throughout the year</td>
<td>Inform &amp; Prevention</td>
</tr>
<tr>
<td><strong>Governors Highway Safety Program</strong></td>
<td>Set up displays and enforce state traffic laws for such initiatives as Booze it and Lose It, Click It Or Ticket, No Need To Speed, Tree of Life.</td>
<td>Numerous times and locations throughout the year</td>
<td>Prevention</td>
</tr>
<tr>
<td><strong>Housing Resident Advisor Training</strong></td>
<td>The Police &amp; Public Safety Department partners with Housing and Residence Life (HRL) to provide training sessions to ensure RA’s know the role of the Police &amp; Public Safety Department on campus and how it can assist with safety, educational programs, and proper reporting procedures.</td>
<td>Periodically throughout the year</td>
<td>Inform</td>
</tr>
<tr>
<td><strong>Housing Security Personnel Meetings</strong></td>
<td>The Police &amp; Public Safety Department partners with Housing &amp; Residence Life by attending weekly Housing Security Personnel Meetings.</td>
<td>Weekly</td>
<td>Inform &amp; Prevention</td>
</tr>
<tr>
<td><strong>IFEST</strong></td>
<td>September: Assist with efforts for International Programs department with talks and presentations.</td>
<td>Annually</td>
<td>Inform</td>
</tr>
<tr>
<td><strong>International Coffee Hour/International Student Orientations</strong></td>
<td>Attend event and provide new international students with the opportunity to speak with officers regarding on and off campus safety issues and preventive safety tips.</td>
<td>Periodically throughout the year</td>
<td>Inform &amp; Prevention</td>
</tr>
<tr>
<td><strong>Interpersonal Violence Resource Committee</strong></td>
<td>The Police &amp; Public Safety Department partners with various University departments to coordinate aid to victims of domestic violence, dating violence, stalking, and sexual assault.</td>
<td>Periodically throughout the year</td>
<td>Prevention</td>
</tr>
<tr>
<td><strong>Jail Or Bail</strong></td>
<td>October: PPS works with athletics and other highly recognized members of the campus community to promote Community Oriented Policing (COP).</td>
<td>Annually</td>
<td>Inform &amp; Prevention</td>
</tr>
<tr>
<td><strong>LEAD</strong></td>
<td>Human Resources course (Work Place Violence) designed for the individual who is already a manager or department head or higher.</td>
<td>Periodically throughout the year</td>
<td>Prevention</td>
</tr>
<tr>
<td>Event</td>
<td>Description</td>
<td>Frequency</td>
<td>Type</td>
</tr>
<tr>
<td>--------------------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>-----------------</td>
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</tr>
<tr>
<td>Library Security Meeting</td>
<td>The Police &amp; Public Safety Department routinely meets with staff to discuss issues with safety and security of library patrons.</td>
<td>Monthly</td>
<td>Prevention</td>
</tr>
<tr>
<td>National Crime Victims’ Rights Week</td>
<td>April: Set up tables and wooden statues with facts and information in recognition of the victims of crimes.</td>
<td>Annually</td>
<td>Inform &amp; Prevention</td>
</tr>
<tr>
<td>National Police Week</td>
<td>May: Set up tables and displays at different locations throughout campus and in front of UNCC Police HQ to raise awareness regarding officers who have lost their lives in the line of duty.</td>
<td>Annually</td>
<td>Inform &amp; Prevention</td>
</tr>
<tr>
<td>NCSAM</td>
<td>September: National Campus Safety Awareness Month- This month accounts for a large portion of programming and outreach efforts between the UNCC Police Department and the faculty, staff, and students. Many of the programs that are listed above are hosted during this month.</td>
<td>Annually</td>
<td>Inform &amp; Prevention</td>
</tr>
<tr>
<td>NEO</td>
<td>New Employee Orientation- Taught through Human Resources to introduce new employees to the Police Department and some of the services we offer.</td>
<td>Periodically throughout the year</td>
<td>Inform &amp; Prevention</td>
</tr>
<tr>
<td>Octoberfest</td>
<td>October: An event coordinated by Center for Wellness Promotion to provide information and education through a variety of displays and interaction with on and off campus agencies aimed at underage drinking and related issues.</td>
<td>Annually</td>
<td>Prevention</td>
</tr>
<tr>
<td>Office of Adult Students and Evening Services</td>
<td>The Police &amp; Public Safety Department partners with OASES to conduct presentations for safety of students on campus late at night, after hours.</td>
<td>Periodically throughout the year</td>
<td>Prevention</td>
</tr>
<tr>
<td>Operation ID</td>
<td>The Police &amp; Public Safety Department sponsors this initiative to prevent larcenies and assist law enforcement officials with the identification of property.</td>
<td>Periodically throughout the year</td>
<td>Inform &amp; Prevention</td>
</tr>
<tr>
<td>Operation Medicine Drop</td>
<td>Partnership with SBI and Health Center in order to collect and safely dispose of old or unneeded prescription and over-the-counter medications.</td>
<td>Periodically throughout the year</td>
<td>Prevention</td>
</tr>
<tr>
<td>Rape Aggression Defense (R.A.D) Classes</td>
<td>This is a self-defense class for women taught by the Police &amp; Public Safety Department.</td>
<td>Periodically throughout the year</td>
<td>Inform &amp; Prevention</td>
</tr>
<tr>
<td>Sexual Assault Awareness Month</td>
<td>April: Set up table (s) and provide information on Sexual Assault prevention and awareness.</td>
<td>Annually</td>
<td>Inform &amp; Prevention</td>
</tr>
<tr>
<td>SOAR</td>
<td>SOAR is the Student Orientation, Advising and Registration Program. The Police &amp; Public Safety Department provides safety and crime prevention information to students and parents as they transition to UNC Charlotte.</td>
<td>Bi-Annually</td>
<td>Inform &amp; Prevention</td>
</tr>
<tr>
<td>Staff Council</td>
<td>The Police &amp; Public Safety Department meets monthly with the Staff Council to share information and provide educational assistance.</td>
<td>Monthly</td>
<td>Prevention</td>
</tr>
<tr>
<td><strong>“Stop Thief” Hangtags</strong></td>
<td>The Police &amp; Public Safety Department, Dean of Students, Parking &amp; Transportation Services, Housing &amp; Residence Life and The Office of the Vice Chancellor for Student Affairs have partnered to produce “Stop Thief” hangtags. These hangtags are available at the Police &amp; Public Safety Department.</td>
<td>Periodically throughout the year</td>
<td>Prevention</td>
</tr>
<tr>
<td>---</td>
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</tr>
<tr>
<td><strong>Take Back The Night</strong></td>
<td>April: Attend the event and provide information on sexual assault and relationship violence.</td>
<td>Annually</td>
<td>Inform &amp; Prevention</td>
</tr>
<tr>
<td><strong>Take Charge Learn Self Defense</strong></td>
<td>Program designed to provide general information and tips to participants about safe travel, home and vehicle safety. Some self-defense moves shown in case of attack.</td>
<td>Periodically throughout the year</td>
<td>Inform &amp; Prevention</td>
</tr>
<tr>
<td><strong>University City Partners</strong></td>
<td>University City Partners is Charlotte’s first suburban Municipal Service District (MSD) encompassing University City’s commercial core as well as the campuses of UNC Charlotte and University Research Park. UCP focuses on developing, sponsoring, and supporting initiatives that sustain University City’s economic vitality.</td>
<td>Periodically throughout the year</td>
<td>Inform &amp; Prevention</td>
</tr>
<tr>
<td><strong>Week Of Welcome</strong></td>
<td>August: Set up displays and attend events like Student Union Block Party, D.O.S. Resource Fair and Student Organizations Showcase designed to meet with students to encourage participation with the UNCC Police Department.</td>
<td>Annually</td>
<td>Inform &amp; Prevention</td>
</tr>
<tr>
<td><strong>Wellness Passport Program</strong></td>
<td>Set up informational classes and programs for students to attend to receive credit by having a “passport” stamped when they attend. Programs focus on Alcohol Awareness, Stalking, and Property engraving.</td>
<td>Periodically throughout the year</td>
<td>Inform &amp; Prevention</td>
</tr>
<tr>
<td><strong>Wellness Promotions</strong></td>
<td>Provide information to students throughout the year including: Domestic Violence Awareness, Movie Screenings &amp; discussions, Stalking Awareness, Community Resource Fair and Take Back the Night.</td>
<td>Periodically throughout the year</td>
<td>Inform &amp; Prevention</td>
</tr>
<tr>
<td><strong>Wrecked Vehicle Display</strong></td>
<td>Wrecked Vehicle set up at Belk Tower to encourage students to drive safely and not drink and drive.</td>
<td>Annually</td>
<td>Inform &amp; Prevention</td>
</tr>
<tr>
<td>Primary Prevention &amp; Awareness Programs</td>
<td>Description / Title</td>
<td>Dates</td>
<td>Presenter</td>
</tr>
<tr>
<td>----------------------------------------</td>
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</tr>
<tr>
<td><strong>Incoming Student Orientation (SOAR)</strong></td>
<td>Three Ways to Stay Out of Trouble: Making Choices for Your Success and Safety at UNC Charlotte</td>
<td>Periodically throughout the year</td>
<td>Center for Wellness Promotion</td>
</tr>
<tr>
<td><strong>Think About It</strong></td>
<td>I-hour online training that complies with Campus SaVE requirements and is offered to all incoming students (new and transfer)</td>
<td>Summer/Fall and reminders throughout the year</td>
<td>Campus Clarity / EverFi (outside company)</td>
</tr>
<tr>
<td><strong>New Employees Orientation</strong></td>
<td>The Campus SaVE and Title IX: Understanding and Responding to Sexual Harassment and Sexual Violence for New Employee Orientation</td>
<td>Periodically throughout the year</td>
<td>Title IX Office</td>
</tr>
<tr>
<td><strong>New Employees (Administrators)</strong></td>
<td>Helping UNC Charlotte Respond to Sexual Harassment &amp; Sexual Violence for New Administrator Orientation</td>
<td>August, 2016</td>
<td>Office of Legal Affairs</td>
</tr>
<tr>
<td><strong>New Employees (Faculty)</strong></td>
<td>Helping UNC Charlotte Respond to Sexual Harassment &amp; Sexual Violence for New Faculty Orientation</td>
<td>August, 2016</td>
<td>Office of Legal Affairs</td>
</tr>
<tr>
<td><strong>Ongoing Prevention &amp; Awareness Programs</strong></td>
<td><strong>Description / Title</strong></td>
<td><strong>Dates</strong></td>
<td><strong>Presenter</strong></td>
</tr>
<tr>
<td><strong>Stalking Awareness</strong></td>
<td>Campus-wide Stalking Awareness Event</td>
<td>January, 2016</td>
<td>Police &amp; Public Safety</td>
</tr>
<tr>
<td><strong>Healthy Relationships</strong></td>
<td>Healthy vs. Unhealthy, red flags of abuse and resources for help. General student body, sororities, and specific classroom sessions</td>
<td>Periodically throughout the year</td>
<td>Center for Wellness Promotion</td>
</tr>
<tr>
<td><strong>Interpersonal Violence 101</strong></td>
<td>General Student body, specific classroom sessions, and specific athletics teams</td>
<td>Sept. - Dec., 2016</td>
<td>Center for Wellness Promotion</td>
</tr>
<tr>
<td><strong>Title IX / Campus SaVE Training</strong></td>
<td>New Faculty Transitions</td>
<td>Periodically throughout the year</td>
<td>Title IX Office</td>
</tr>
<tr>
<td><strong>Interpersonal Violence: What YOU Can Do</strong></td>
<td>Awareness programming for human resources staff</td>
<td>March 2016</td>
<td>Center for Wellness Promotion</td>
</tr>
<tr>
<td><strong>Vagina Monologues</strong></td>
<td>Performances for campus community of various issues women face, including sexual assault</td>
<td>March 2016</td>
<td>Center for Wellness Promotion</td>
</tr>
<tr>
<td><strong>I Took An Oath</strong></td>
<td>Video project aimed at Greek community and understanding of sexual assault, consent, and related issues (over 700 participants)</td>
<td>April 2016</td>
<td>Outside project</td>
</tr>
<tr>
<td><strong>Take Back the Night</strong></td>
<td>Campus-wide sexual assault awareness event</td>
<td>April 2016</td>
<td>Center for Wellness Promotion</td>
</tr>
<tr>
<td><strong>Consent workshop</strong></td>
<td>In-depth education for a learning community and its upperclassmen mentors</td>
<td>July 2016</td>
<td>Office of Legal Affairs &amp; Center for Wellness</td>
</tr>
<tr>
<td><strong>Responding to Title IX Questions</strong></td>
<td>In-depth education for student tour guides</td>
<td>July 2016</td>
<td>Office of Legal Affairs</td>
</tr>
<tr>
<td>Event Title</td>
<td>Description</td>
<td>Date</td>
<td>Host/Presenter</td>
</tr>
<tr>
<td>----------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>---------------</td>
<td>------------------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>A Call to Men: Breaking Out of the Man Box</strong></td>
<td>Facilitated discussion with student-athletes on healthy masculinity and interpersonal violence prevention</td>
<td>August 2016</td>
<td>Tony Porter (outside speaker)</td>
</tr>
<tr>
<td><strong>Retaking Our Story: Reframing the Sexual Assault Conversation</strong></td>
<td>Helped students understand the background information needed to facilitate healthy conversations on sexual assault, resources to assist in the survivor recovery process, and how the power of our personal and community stories can be utilized in prevention.</td>
<td>September 2016</td>
<td>Tim Mousseau (outside speaker)</td>
</tr>
<tr>
<td><strong>Technology and Title IX: Stalking, Harassment, and Intimate Partner Violence in the Social Media Age</strong></td>
<td>Helped faculty/staff audience understand how technology's use/misuse can intersect with supporting victims, holding offenders accountable, and helping maintain a safe university community</td>
<td>September 2016</td>
<td>Title IX Office &amp; Center for Wellness Promotion</td>
</tr>
<tr>
<td><strong>Kombat for Consent</strong></td>
<td>In-depth education for two sorority chapters</td>
<td>October 2016</td>
<td>Title IX Office</td>
</tr>
<tr>
<td><strong>Know Your IX</strong></td>
<td>Awareness programming for students, advisers to student organizations, etc.</td>
<td>periodically throughout fall 2016</td>
<td>Title IX Office &amp; Center for Wellness Promotion</td>
</tr>
<tr>
<td>&quot;<strong>Girl Rising</strong>&quot; Screening &amp; Discussion</td>
<td>Film screening for student body and post-film discussion with professionals</td>
<td>November 2016</td>
<td>Center for Wellness Promotion</td>
</tr>
<tr>
<td>&quot;<strong>The Mask You Live In</strong>&quot; Screening &amp; Discussion</td>
<td>Film screening for student body and post-film discussion with professionals</td>
<td>November 2016</td>
<td>Center for Wellness Promotion</td>
</tr>
<tr>
<td>&quot;<strong>Audrie &amp; Daisy</strong>&quot; Screening &amp; Discussion</td>
<td>Film screening for student body and post-film discussion with professionals</td>
<td>December 2016</td>
<td>Center for Wellness Promotion</td>
</tr>
</tbody>
</table>

In 2016, the Center for Wellness Promotion completed 197 health education events reaching 11,857 attendees. The events are categorized below with specific attendance information:

- **Interpersonal Violence, Sexual Assault, Relationship Violence, and related**: 66 programs, 3,507 attendees
- **Alcohol, Tobacco, Other Drugs and Recovery**: 26 programs, 1,236 attendees
- **Sexual and Reproductive Health**: 59 programs, 2,272 attendees
- **Center for Wellness Promotion Services**: 10 programs, 3,777 attendees
- **General Wellness**: 16 programs, 337 attendees
## Appendix III: Clery Geography

### UNC Charlotte Main Campus Geography

<table>
<thead>
<tr>
<th>OWNED PROPERTY</th>
<th>University Off-Campus Clery Reportable</th>
<th>Owner</th>
<th>Property Type</th>
<th>Property Address</th>
<th>County Location</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Owner</td>
<td></td>
<td>Improved Land</td>
<td>9100 Robert Snyder Rd</td>
<td>Mecklenburg</td>
<td>12.75 acres, JW Clay &amp; Hwy 29</td>
<td></td>
</tr>
<tr>
<td>Owner</td>
<td></td>
<td>Improved land</td>
<td>8724 University City Blvd</td>
<td>Mecklenburg</td>
<td>21,000SF, 2-story office bldg. Development Building</td>
<td></td>
</tr>
<tr>
<td>Owner</td>
<td></td>
<td>Greenway</td>
<td>Campus Greenway Easement</td>
<td>Mecklenburg</td>
<td>County Maintains Greenway</td>
<td></td>
</tr>
<tr>
<td>Owner</td>
<td></td>
<td>Improved land</td>
<td>1511-1836 Darryl McCall Circle</td>
<td>Mecklenburg</td>
<td>Leased to FDC; Greek Village</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LEASED PROPERTY</th>
<th>Non-Campus Property</th>
<th>Lessor</th>
<th>Lessee</th>
<th>Property Address</th>
<th>Location</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research Campus</td>
<td>ABI/UNCC</td>
<td>UNCC</td>
<td>UNCC</td>
<td>500 &amp; 600 Laureate Way</td>
<td>Kannapolis</td>
<td>Office Space for Research</td>
</tr>
<tr>
<td>UNCC Golf Center Rocky River Golf</td>
<td>UNCC</td>
<td>UNCC</td>
<td>6920 Burton Smith Blvd Concord, NC</td>
<td>Concord</td>
<td>Golf Practice</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OWNED PROPERTY</th>
<th>On-Campus Clery Reportable</th>
<th>Owner</th>
<th>Property Type</th>
<th>Property Address</th>
<th>County Location</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Owner</td>
<td></td>
<td>UNCC/ State of NC</td>
<td>Main Campus</td>
<td>9201 University City Blvd.</td>
<td>Mecklenburg</td>
<td>Main Campus, over 900 acres, 74 buildings</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CONTROLLED PROPERTY</th>
<th>Non-Campus Property</th>
<th>Owner</th>
<th>Property Type</th>
<th>Property Address</th>
<th>County Location</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kappa Sigma Fraternity</td>
<td></td>
<td>Kappa Sigma Fraternity</td>
<td>House &amp; Land</td>
<td>732 E Mallard Creek Church Road Charlotte, NC</td>
<td>Mecklenburg</td>
<td>Fraternity House</td>
</tr>
</tbody>
</table>
### DEFINITIONS

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

**On Campus**—Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls; and

Any building or property that is within or reasonably contiguous, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

**Non-Campus**—(i) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or (ii) any building or property owned or controlled by an institution that is used in direct support of, or in relation to the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution. UNC Charlotte works with law enforcement agencies with jurisdiction at these locations to collect crime statistics on Clery Reportable Offenses.
Appendix IV

Interpersonal Violence Resource Guide

UNC Charlotte Police and Public Safety Department (“UNCC PPS”) and the UNC Charlotte Title IX Office (“Title IX Office”) in compliance with the Clery Act, including amendments by the Violence Against Women Reauthorization Act of 2013, have prepared the information below for victims of dating violence, domestic violence, sexual assault, and stalking.

In general, dating violence and domestic violence are crimes of violence perpetrated by one member of a romantic, intimate partnership against the other partner. Former spouses or intimate partners can also perpetrate dating or domestic violence. Sexual assault is sexual intercourse, oral sex, groping, or other sexual contact without the consent of one of the parties. Stalking is two or more acts directed at a specific person that would cause a reasonable person to (a) fear for his or her safety or the safety of others or (b) suffer substantial emotional distress.

For more detailed definitions of these offenses, please refer to North Carolina law (N.C.G.S. §§ 14-27.20 through 14-27.33, 50B-1; http://ncleg.net/gascripts/statutes/Statutes.asp) and University Policy 406, The Code of Student Responsibility (http://legal.uncc.edu/policies/up-406). Dating violence, domestic violence, sexual assault, and stalking are all criminal offenses under North Carolina law, even though they may be called by different names. All four offenses are also prohibited by University Policy 406, The Code of Student Responsibility.

The following information applies regardless of whether an incident of dating violence, domestic violence, sexual assault, or stalking occurs on or off campus.

What Do I Do If I’m the Victim of Dating Violence, Domestic Violence, Sexual Assault, or Stalking?

First, you should go somewhere safe. Then find a trusted friend or family member who can support you as you think through your next steps.

The University encourages you to report the incident to the Title IX Coordinator, UNCC PPS, the Dean of Students Office, or Human Resources, because by reporting the incident, you will be connected with important and valuable resources and assistance. Their contact information is:

Title IX Coordinator
(704) 687-6130
titleixcoordinator@uncc.edu
Cone 349
titleix.uncc.edu
(Campus Map - 5)

Police and Public Safety
Emergency: (704) 687-2200
Non-emergency: (704) 687-8300
9151 Cameron Blvd.
police.uncc.edu
(Campus Map – 55B)

Dean of Students Office
(704) 687-0345
King Building 217
(Campus Map – 11)

Human Resources
(704) 687-0659
King Building 113C
(Campus Map – 11)
Preservation of Evidence

A victim of a sexual assault should not take a shower following the assault. Instead, the victim should seek medical help within 72 hours of the sexual assault so that any physical evidence can be preserved for use at a later date should that be necessary. A friend or family member can drive the victim to the hospital, or the victim can contact UNCC PPS (704-687-2200) for a ride to the hospital. Victims should be aware that their ability to keep certain information confidential (see pages 7-9 below) will be limited if they contact UNCC PPS.

The University encourages victims to go to the emergency room of any of the local hospitals, including CMC-University, CMC-Northeast, or Novant Health Presbyterian Medical Center (contact information on pages 3-4 below), and request a specially trained Sexual Assault Nurse Examiner (SANE) who will conduct an examination and collect physical evidence. Completing a forensic examination does not mean that you have to file a police report; it simply preserves evidence if you decide you want to use it later.

In all cases of dating violence, domestic violence, sexual assault, or stalking, victims are encouraged to preserve other evidence including, but not limited to, handwritten or electronic communications such as text messages, telephone messages and emails, videos and/or photographs of the incident or bruises/markings. Preserving physical and documentary evidence may be helpful in obtaining a protective order (see pages 5-6) or proving that an incident occurred in a criminal case or University process.

Resources

Victims should feel comfortable accessing any of the resources listed below even if they do not want to report the incident to University officials. None of the off-campus resources listed below is obligated to provide information to the University. The on-campus resources listed below are designated as confidential resources and, therefore, are not required to report information to other University officials.

Safe Alliance

Locations: Charlotte Children and Family Services Center
601 E. Fifth Street, Suite 400, Charlotte, NC 28202

Charlotte Domestic Violence Shelter (confidential location)
Administrative contact: 704-332-9034

Charlotte Victim Assistance Court Services
720 E. Fourth Street, Suite 204, Charlotte, NC 28202
704-336-4126 (Clients should arrive by 3:00 PM for same day completion)

Phone: 704-375-9900 (24-hour Rape Crisis Hotline)
704-332-2513 (24-hour Domestic Violence Hotline)
Interpersonal Violence Resource Guide

Description of Services: 24-hour hotline and hospital accompaniment for victims of sexual assault, accompaniment to police interviews or meetings with district attorney, assistance with victim compensation, counseling for victims of sexual abuse.
Website: http://www.safealliance.org/

The National Domestic Violence Hotline
Phone: 1-800-799-7233
1-800-787-3224 (TTY)
Description of Services: 24-hour listening line and referral for victims of domestic violence.
Website: http://www.theadotline.org/

Center for Counseling and Psychological Services (CAPS)
University of North Carolina at Charlotte
Located at the Price Center (new in Sept. 2017, near the Student Health Center)
9201 University City Blvd. Charlotte, NC 28223
Hours: Monday-Friday 8:00 AM – 5:00 PM (Evening hours by appointment)
Crisis walk-in services available during office hours.
Crisis services after hours: Call 704-687-0311 and you will be connected to a counselor through ProtoCall.
Phone: 704-687-0311
Website: http://caps.uncc.edu/

Student Health Center
University of North Carolina at Charlotte
Located on the corner of Cameron Boulevard and Mary Alexander Road
Hours: Monday-Thursday 8:00 AM – 6:30 PM; Friday 8:00 AM – 5:00 PM
Phone: 704-687-7400
Website: https://studenthealth.uncc.edu/ (Campus Map – 65)

CMC-University
8800 North Tryon Street, Charlotte, NC 28262
Phone: 704-863-6000
Website: http://www.carolinashealthcare.org/carolinas-healthcare-system-university

CMC-NorthEast
920 Church Street North, Concord, NC 28025
Phone: 704-403-3000
Website: http://www.carolinashealthcare.org/carolinas-healthcare-system-northeast
Interpersonal Violence Resource Guide

Novant Health Presbyterian Medical Center
200 Hawthorne Lane, Charlotte, NC 28204
Phone: 704-384-4000
Website: https://www.novanthealth.org/presbyterian-medical-center.aspx

Center for Wellness Promotion
University of North Carolina at Charlotte
Located in Student Health Center (corner of Cameron Blvd and Mary Alexander Rd)
Phone: 704-687-7407
Interpersonal Violence Prevention Specialist
Website: http://wellness.uncc.edu/
(Campus Map – 65)

Mecklenburg County District Attorney's Office
700 E. Trade Street, Charlotte, NC 28202
Phone: 704-686-0700
Specialized teams: Domestic Violence Team or Crimes Against Persons Team
Website: charmeckda.com

Legal Aid of North Carolina
1431 Elizabeth Avenue, Charlotte, NC 28204
Phone: 704-971-2621
Description of Services: The staff of Legal Aid of North Carolina provides legal assistance in civil matters (non-criminal matters) to eligible, low-income clients who have problems with their basic needs and live in the area surrounding Mecklenburg County.
Website: http://www.legalaidnc.org/pages/about-us/offices/charlotte.aspx

North Carolina Victim Assistance Network (NCVAN)
Raleigh, NC
Phone: 1-800-348-5068
Description of Services: NCVAN promotes the rights and needs of crime victims by educating citizens and public policy leaders about crime’s devastating impact on society.
Website: http://www.nc-van.org/
Interpersonal Violence Resource Guide

Contacting Police

A victim of sexual assault, dating violence, domestic violence, or stalking has various options regarding contacting law enforcement:

(1) You can notify law enforcement authorities, including:
   a. UNCC PPS (704-687-2200 for emergencies or 704-687-8300 for non-emergencies; http://police.uncc.edu);
   b. Charlotte-Mecklenburg Police Department (911 for emergencies, 311 for non-emergencies, or 704-336-7600 for non-emergencies outside Mecklenburg County; http://charmeck.org/city/charlotte/CMPD/Pages/default.aspx); or
   c. Other law enforcement that has jurisdiction over the incident.

(2) You can be assisted by the Title IX Coordinator (704-687-6130 or titleixcoordinator@uncc.edu) or other campus official in notifying appropriate law enforcement authorities.

(3) You can choose not to notify law enforcement.

UNCC PPS includes multiple officers who have been trained to conduct trauma-informed interviews with sexual assault or domestic violence victims. If you choose to file a police report, the officer will ask for detailed information about the incident being reported. The officer will request information to identify the reporting party, witness, and suspect information. The officer will need this information in order to fill out the police report. Depending on the type of crime reported, the officer may request the victim / witness to provide a written statement. A detective assigned to investigate the case may conduct a follow-up phone call or visit to request additional information or to provide an update on the status of the case.

Protective Orders

The Dean of Students Office (students) or Human Resources (faculty or staff) can help facilitate an on-campus no-contact order for members of the University community.

Information regarding protective orders that are effective throughout Mecklenburg County, including on the UNC Charlotte campus, is summarized below. Information is also available at http://charmeck.org/city/charlotte/CMPD/organization/Documents/Investsvcs/DV_RsrcGuide2015.pdf.

The UNCC PPS will honor all Domestic Violence Protective Orders (DVPO) and Civil No Contact Orders (CNCO) that are brought to its attention whether issued in North Carolina or any other state. When a victim obtains a DVPO or CNCO, it should be presented to the UNCC PPS to be kept on file, and the victim should keep a valid copy of the order to be presented upon request.

Qualifications for a DV Protective Order (50B)

1. Plaintiff or defendant must be a resident of Mecklenburg County, NC
2. Must have a valid address for the person you are seeking the order against.
3. Must have one of the following relationships with the defendant:
   a. Married or Divorced
b. Persons of the opposite sex who are not married but live together or have lived together in the past

c. Have a child in common

d. Parent and child or grandparent and grandchild (must be at least 16 years old)
e. Current or former household members
f. Persons of the opposite sex who are in or have been in a dating relationship

4. The person you are seeking protection from must have committed one of the following acts; it is the victim’s responsibility to prove that the act occurred:

a. Caused or attempted to cause bodily injury

b. Placed you or a member of your household in fear of immediate physical danger

c. Continued to harass you to the point where you are suffering from emotional distress

d. Committed one or more sexual offenses against you

Qualifications for a CNCO (Mecklenburg County 50C)

- Must be a resident of Mecklenburg County, NC
- Must have a valid address for the person you are seeking the order against.
- Has had an unlawful act committed against them by another person not involved in a personal relationship as defined in the qualifications for a DVPO (50B)

What is UNC Charlotte’s Process for Responding to Complaints of Dating Violence, Domestic Violence, Sexual Assault, or Stalking?

Sexual assault, domestic violence, dating violence, and stalking are all prohibited conduct under University Policy 406, The Code of Student Responsibility (“the Code”), available at http://legal.uncc.edu/policies/up-406. Other sexual misconduct, including sexual harassment, gender-based harassment, sexual exploitation, and sexual exhibitionism without consent, is also prohibited by the Code.

Students who are accused of violating the Code are called “Respondents” and students or employees who allegedly experienced the sexual misconduct, dating violence, domestic violence, or stalking are called “Complainants.”

Accommodations/Interim Measures

Once an incident has been reported, the Title IX Office will arrange for accommodations for the Complainant as needed. The Title IX Office will be responsible for contacting faculty, the Department of Housing and Residence Life, and any other relevant parties to make necessary accommodations, such as changes to academic, University housing, transportation, or University employment arrangements. The Title IX Office can also coordinate arrangements with the Office of Disability Services, the Office of International Programs, and/or other University offices as necessary to address disability, visa/immigration, financial aid/tuition, or other concerns.
The University must comply with a Complainant’s reasonable request for a living and/or academic situation change. The Title IX Coordinator will consider the following factors in determining what accommodation(s) is appropriate:

a. the specific need expressed by the Complainant;
b. the age of the people involved;
c. the severity or pervasiveness of the allegation(s);
d. any continuing effects on the Complainant;
e. whether the Complainant and the accused student share the same residence hall, dining hall, class(es), transportation, or job location; and
f. whether other judicial measures (e.g., civil protection orders) have been taken to protect the Complainant.

The Title IX Office will separately assist the Complainant and the Respondent in connecting with both on-campus and off-campus resources, including counseling, health, mental health, victim advocacy, legal assistance, and other services, if requested. Many of those resources are listed above (pages 2-4).

The provision of accommodations, protective measures, and other interim remedies will be kept confidential except as needed to implement the accommodations or other measures. The Title IX Coordinator decides which information is necessary to share in order to implement interim measures. A Complainant may receive certain accommodations and other interim remedies even if he/she does not want to move forward with the student conduct process or report to law enforcement.

The Title IX Office, in consultation with the Director of Student Conduct, will also determine whether any interim protective measures, including but not limited to campus no-contact orders, are necessary. The Director of Student Conduct decides whether to impose interim suspension pursuant to the Code.

Confidentiality

Confidential Resources: If a Complainant wants to discuss the sexual assault, dating violence, domestic violence, or stalking incident with someone on campus who does not have to report the incident, he or she can go to one of four resources:

- Center for Counseling and Psychological Services (CAPS)
  Located in the Price Center (new Sept. 2017, near Student Health Center)
  Hours: Monday-Friday 8:00 AM – 5:00 PM
  Phone: 704-687-0311
  Website: https://caps.uncc.edu

- Student Health Center
  Located on the corner of Cameron Boulevard and Mary Alexander Road
  Hours: Monday-Thursday 8:00 AM – 6:30 PM; Friday 8:00 AM – 5:00 PM
  Phone: 704-687-7400
  Website: https://studenthealth.uncc.edu/
  (Campus Map – 65)
Interpersonal Violence Resource Guide

- Center for Wellness Promotion
  Located in the Student Health Center
  Phone: 704-687-7407
  Website: http://wellness.uncc.edu/
  (Campus Map – 65)

- Department of Athletics psychologist (student-athletes only)
  ATAC Building 237
  Email: sportspsych@uncc.edu
  (Campus Map – 4-6)

Most staff members at the Center for Counseling and Psychological Services and Student Health Center, as well as the Department of Athletics psychologist, also have legal confidentiality protections beyond the campus level. The staff in the Center for Wellness Promotion do not have those same protections if legal proceedings were to occur beyond the campus.

Requesting Confidentiality: If a Complainant chooses to talk with an employee on campus who is not listed above and requests complete confidentiality, that person is still required to notify the Title IX Coordinator. In many cases, the Title IX Coordinator will respect a request for complete confidentiality. However, the Coordinator will weigh several factors before making the final decision, which are:

- the seriousness of the alleged sexual misconduct, relationship violence, or stalking;
- whether there have been other complaints of sexual misconduct, relationship violence, or stalking against the same Respondent at the University or any other school or in the nature of prior criminal charges;
- whether the Respondent threatened further sexual misconduct or violence against the Complainant or others;
- whether the sexual misconduct was committed by multiple Respondents;
- whether the sexual misconduct or relationship violence involved use of a weapon;
- the age of the Complainant;
- whether the University possesses other means to obtain relevant evidence of the sexual misconduct, relationship violence, or stalking;
- whether the complaint reveals a pattern of conduct at a particular location or by a particular individual and/or student group or organization; and
- the Respondent’s right to receive information about the allegations if the information is maintained by the University as an "education record" under FERPA.

Respecting a Complainant’s request for confidentiality will limit the University’s ability to respond effectively to the allegations. Even if a Complainant decides not to request confidentiality, the Title IX Coordinator and other involved University officials will only discuss the case with individuals who need to know.
Protecting Confidentiality in Public Records: Furthermore, even if the Complainant chooses to move forward with a student conduct case, information about the incident, including the Complainant’s name, the Respondent’s name, and other identifying information, is part of the Complainant’s “education record” and the Respondent’s “education record” under FERPA. Therefore, documentation about the incident is generally protected from public disclosure (see University Policy 402, Student Education Records (FERPA) at [http://legal.uncc.edu/policies/up-402](http://legal.uncc.edu/policies/up-402)).

Timely warnings, the UNCC PPS daily crime log, the Annual Security Report, and other required public documentation of crimes do not include the names of purported victims. The provision of accommodations, protective measures, and other interim remedies will be kept confidential except as needed to implement the accommodations or other measures.

**Student Conduct Process**

When a report is received, the University will respond in a prompt manner. The University strives to resolve sexual misconduct, dating violence, domestic violence, and stalking cases within 60 calendar days of the report, excluding appeals, unless there are extenuating circumstances. In the University’s experience, extenuating circumstances (including but not limited to parallel criminal investigations, University breaks, multiple witnesses with scheduling difficulties, and availability of parties and/or advocates) almost always exist. Therefore, the typical process will likely take approximately 120 calendar days. Both the Respondent and the Complainant will be notified in writing if the process will take more than 120 days and of the reason for the delay.

If the student conduct process is initiated, a trained staff member (called the Title IX Investigator) will talk with the Complainant and the Respondent separately in order to gather facts surrounding the incident in question. The staff member will also interview any witnesses who are identified by the parties and gather other physical and documentary evidence. Throughout the process, both the Complainant and the Respondent are entitled to the same rights and opportunities, including having an advisor present at any related meeting or hearing, providing evidence to support their side, reviewing the information provided by the other party, and appealing any decisions.

A Respondent is responsible for a violation of the Code if the evidence shows that it is more likely than not that he or she committed the violation (also called “preponderance of the evidence”). If the Director of Student Conduct, Respondent, and Complainant all agree on appropriate findings and sanctions, the matter could be resolved without a hearing. In other cases, a trained hearing officer will determine the findings and sanctions, which can be appealed. The Complainant and the Respondent will be simultaneously notified, in writing, of:

1. the outcome of the student conduct process,
2. the procedures for each party to appeal the results,
3. any change to the results prior to the finalization of the results, and
4. when the results become final.

Throughout the process, a Complainant will never be required to face or interact with the Respondent directly. The student conduct process provides a prompt, fair, and impartial investigation and resolution to complaints. The University officials involved in the process have received annual training
on the conduct process and specialized training surrounding sexual misconduct, dating violence, domestic violence, and stalking cases. These officials include investigators, hearing officers, staff advisors, and appellate officers.

The flowchart on the next page provides a summary of the student conduct process. For a comprehensive explanation of the Title IX and student conduct processes, contact the Title IX Office (Cone 349, 704-687-6130) or review Chapter 8 of the Code.
Interpersonal Violence Resource Guide

Report; discussion of options, resources, and accommodations

Complainant wants to move forward with process
- Title IX investigation (both sides may provide and review information)
  - Student Conduct does not pursue charges
    - Complainant may seek independent review
      - Support continues
  - Mutual resolution (agreement by Student Conduct, Respondent, and Complainant)
    - No hearing or appeals; support continues
  - Hearing before administrative hearing officer (both sides may present and question evidence/witnesses)
    - Officer's findings and sanctions simultaneously given to both sides
      - Both sides may appeal
        - Both sides are kept informed of changes; support continues
Complainant does not want to move forward with process
- Support continues
Potential Sanctions

One or more of the following sanctions may be imposed on a student found responsible for a violation(s) of the Code.

1. **Conduct Reprimand** – Formal written reprimand indicating that the Respondent’s behavior was unacceptable and that if the Respondent is subsequently found responsible for a violation(s) of the Code, more severe sanctions could result.

2. **Conduct Probation** – A status in which the Respondent is deemed not to be in good conduct standing with the University for a definite period of time not less than the remainder of the semester in which the Conduct Probation is imposed or for an indefinite period of time. Conduct Probation does not affect the Respondent’s academic standing, is not shared with faculty members, and is not notated on the Respondent’s academic transcript. In the event the Respondent is subsequently found responsible for a violation(s) of the Code while on Conduct Probation, more severe sanctions, including Conduct Suspension or Expulsion, could result. Conditions restricting the Respondent’s participation in University activities may also be imposed. If the Conduct Probation is for an indefinite period, the Respondent may petition the Director of Student Conduct in writing for reinstatement to good standing, but not earlier than two (2) calendar years from the effective date of the Conduct Probation.

3. **Deferred Conduct Suspension** – A status in which the Respondent is deemed not to be in good conduct standing with the University for a definite period of time not less than the remainder of the semester in which the Deferred Conduct Suspension is imposed or for an indefinite period of time. Deferred Conduct Suspension does not affect the Respondent’s academic standing, is not shared with faculty members, and is not notated on the Respondent’s academic transcript. In the event the Respondent is subsequently found responsible for a violation(s) of the Code while on Deferred Conduct Suspension, more severe sanctions, including Conduct Suspension or Expulsion, could result, with Conduct Suspension being considered as a most likely possibility. Conditions restricting the Respondent’s participation in University activities may also be imposed. If the Deferred Conduct Suspension is for an indefinite period, the Respondent may petition the Director of Student Conduct in writing for reinstatement to good standing, but not earlier than two (2) calendar years from the effective date of the Deferred Conduct Suspension.

4. **Conduct Suspension** – Separation of the Respondent from the University for a definite period of time not less than the remainder of the semester in which the Conduct Suspension is imposed or for an indefinite period of time. During the Conduct Suspension period, the Respondent is trespassed from the University and may not be present on University Premises; attend or participate in classes; access various University electronic systems, including, but not limited to, email services; or participate in Student Organizations or any University-sponsored program, activity, or related event. Violation of the terms of Conduct Suspension may subject the Respondent to additional sanctions pursuant to Chapter 5, Paragraph e and Chapter 5, Paragraph q of the Code and/or to arrest. The Respondent will be automatically withdrawn from registered courses based upon the effective date of the Conduct Suspension. The
Respondent will be responsible for any financial obligations to the University but may be eligible for a reduction of tuitions and fees based upon the effective date of the Conduct Suspension and the University’s Reduction of Tuition and Fees Schedule. Notification of the Conduct Suspension will appear on the Respondent’s academic transcript and will remain until the end of the Conduct Suspension period. The Respondent’s name will be added to the UNC System Suspension/Expulsion Database, where it will remain indefinitely. In order to re-enroll at the University at the conclusion of the Conduct Suspension period, the Respondent must reapply for admission to the University, but no Respondent may re-enroll at the University until after the Conduct Suspension period has ended. If the Conduct Suspension is for an indefinite period, the Respondent may petition the Director of Student Conduct in writing for reinstatement to good standing, but not earlier than two (2) calendar years from the effective date of the Conduct Suspension. If the Director of Student Conduct grants reinstatement, the Respondent may reapply for admission to the University, but no Respondent may re-enroll at the University until after the Director of Student Conduct has granted reinstatement.

5. **Expulsion** – Permanent separation of the Respondent from the University. The Respondent is trespassed from the University and may not be present on University Premises; attend or participate in classes; access various University electronic systems, including, but not limited to, email services; or participate in Student Organizations or any University-sponsored program, activity, or related event. Violation of the terms of Expulsion may subject the Respondent to arrest. The Respondent will be automatically withdrawn from registered courses based upon the effective date of the Expulsion. The Respondent will be responsible for any financial obligations to the University but may be eligible for a reduction of tuitions and fees based upon the effective date of the Expulsion and the University’s Reduction of Tuition and Fees Schedule. A Respondent who has been expelled from one constituent institution of The University of North Carolina system may not be admitted to another UNC System institution until the Expulsion has been rescinded by the institution that imposed the sanction. Notification of the Expulsion will appear on the Respondent’s academic transcript until the date the Expulsion is rescinded, if it is rescinded. The Respondent’s name will be added to the UNC System Suspension/Expulsion Database, where it will remain indefinitely. The Respondent may petition the Chancellor in writing for the Expulsion to be rescinded, but not earlier than two (2) calendar years from the effective date of the Expulsion.

6. **Removal from University Housing** – Loss of the privilege of living in University housing. Removal may be for a definite period of time not less than the remainder of the semester in which the Removal is imposed or for an indefinite period of time. If the Removal is for an indefinite period, the Respondent may petition the Director of Student Conduct in writing for restoration of University housing privileges, but not earlier than one (1) calendar year from the effective date of the Removal. Any cancellation fee, pro-rata refund, or return of deposit shall be assessed as set forth in the housing contract between the University and the Respondent.
7. **Post-Enrollment and Post-Graduation Sanctions** – A Respondent who is found responsible for a violation(s) of the Code, but who graduates from the University before imposition of a sanction, is subject to (a) revocation of any degree awarded; (b) temporary or permanent withholding of the transcript for any degree earned, regardless of whether the degree has been awarded; and/or (c) having sanction(s) imposed as a condition of re-enrollment at the University.

8. **Additional Sanctions** – The following sanctions may be imposed in addition to those listed in Chapter 10, Section I.1-7 of the Code:
   a. restitution for loss incurred by an individual or the University as a result of the Respondent's violation(s);
   b. exclusion and/or trespass from all or a portion of any University Premises or any University-sponsored program, activity, or related event, as specified in the sanction, for a definite or indefinite period of time;
   c. loss of driving and/or parking privileges on University Premises;
   d. a student conduct fee not to exceed $100;
   e. community service and/or participation in educational programs;
   f. restitution for expenses incurred by individuals or the University as a result of providing educational programs or other educational experiences related to the violation(s);
   g. parental/guardian notification, pursuant to Section II.B.11 of University Policy 402, Student Education Records (FERPA); or
   h. any other appropriate sanction as determined by the Director of Student Conduct or designee.
Appendix V

North Carolina General Statutes

Sexual Assault

   (a) A person is guilty of first-degree forcible rape if the person engages in vaginal intercourse with another person by force and against the will of the other person, and does any of the following:
      (1) Employs or displays a dangerous or deadly weapon or an article which the other person reasonably believes to be a dangerous or deadly weapon.
      (2) Inflicts serious personal injury upon the victim or another person.
      (3) The person commits the offense aided and abetted by one or more other persons.
   (b) Any person who commits an offense defined in this section is guilty of a Class B1 felony.
   (c) Upon conviction, a person convicted under this section has no rights to custody of or rights of inheritance from any child born as a result of the commission of the rape, nor shall the person have any rights related to the child under Chapter 48 or Subchapter 1 of Chapter 7B of the General Statutes.

§ 14-27.22. Second-degree forcible rape.
   (a) A person is guilty of second-degree forcible rape if the person engages in vaginal intercourse with another person:
      (1) By force and against the will of the other person; or
      (2) Who is mentally 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.
   (b) Any person who commits the offense defined in this section is guilty of a Class C felony.
   (c) Upon conviction, a person convicted under this section has no rights to custody of or rights of inheritance from any child conceived during the commission of the rape, nor shall the person have any rights related to the child under Chapter 48 or Subchapter 1 of Chapter 7B of the General Statutes.

   (a) A person is guilty of statutory rape of a child by an adult 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.
   (b) A person convicted of violating this section is guilty of a Class B1 felony and shall be sentenced pursuant to Article 81B of Chapter 15A of the General Statutes, except that in no case shall the person receive an active punishment of less than 300 months, and except as provided in subsection (c) of this section. Following the termination of active punishment, the person shall be enrolled in satellite-based monitoring for life pursuant to Part 5 of Article 27A of Chapter 14 of the General Statutes.
   (c) Notwithstanding the provisions of Article 81B of Chapter 15A of the General Statutes, the court may sentence the defendant to active punishment for a term of months greater than that authorized pursuant to G.S. 15A-1340.17, up to and including life imprisonment without parole, if the court finds that the nature of the offense and the harm inflicted are of such brutality, duration, severity, degree, or scope beyond that normally committed in such crimes, or considered in basic aggravation of these crimes, so as to require a sentence to active punishment in excess of that
authorized pursuant to G.S. 15A-1340.17. If the court sentences the defendant pursuant to this subsection, it shall make findings of fact supporting its decision, to include matters it considered as egregious aggravation. Egregious aggravation can include further consideration of existing aggravating factors where the conduct of the defendant falls outside the heartland of cases even the aggravating factors were designed to cover. Egregious aggravation may also be considered based on the extraordinarily young age of the victim, or the depraved torture or mutilation of the victim, or extraordinary physical pain inflicted on the victim.

(d) Upon conviction, a person convicted under this section has no rights to custody of or rights of inheritance from any child born as a result of the commission of the rape, nor shall the person have any rights related to the child under Chapter 48 or Subchapter 1 of Chapter 7B of the General Statutes.

(e) The offense under G.S. 14-27.24 is a lesser included offense of the offense in this section.

(a) A person is guilty of first-degree statutory rape if the person engages in vaginal intercourse 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.
(b) Any person who commits an offense defined in this section is guilty of a Class B1 felony.
(c) Upon conviction, a person convicted under this section has no rights to custody of or rights of inheritance from any child born as a result of the commission of the rape, nor shall the person have any rights related to the child under Chapter 48 or Subchapter 1 of Chapter 7B of the General Statutes.

§ 14-27.25. Statutory rape of person who is 15 years of age or younger.
(a) A defendant is guilty of a Class B1 felony if the defendant engages in vaginal intercourse with another person who is 15 years of age or younger and the defendant is at least 12 years old and at least six years older than the person, except when the defendant is lawfully married to the person.
(b) Unless the conduct is covered under some other provision of law providing greater punishment, a defendant is guilty of a Class C felony if the defendant engages in vaginal intercourse with another person who is 15 years of age or younger and the defendant is at least 12 years old and more than four but less than six years older than the person, except when the defendant is lawfully married to the person.

(a) A person is guilty of a first degree forcible sexual offense if the person engages in a sexual act with another person by force and against the will of the other person, and does any of the following:
(1) Employs or displays a dangerous or deadly weapon or an article which the other person reasonably believes to be a dangerous or deadly weapon.
(2) Inflicts serious personal injury upon the victim or another person.
(3) The person commits the offense aided and abetted by one or more other persons.
(b) Any person who commits an offense defined in this section is guilty of a Class B1 felony.

§ 14-27.27. Second-degree forcible sexual offense.
(a) A person is guilty of second degree forcible sexual offense if the person engages in a sexual act 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.

(b) Any person who commits the offense defined in this section is guilty of a Class C felony.

§ 14-27.28. Statutory sexual offense with a child by an adult.
(a) A person is guilty of statutory sexual offense with a child by an adult 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.

(b) A person convicted of violating this section is guilty of a Class B1 felony and shall be sentenced pursuant to Article 81B of Chapter 15A of the General Statutes, except that in no case shall the person receive an active punishment of less than 300 months, and except as provided in subsection (c) of this section. Following the termination of active punishment, the person shall be enrolled in satellite-based monitoring for life pursuant to Part 5 of Article 27A of Chapter 14 of the General Statutes.

(c) Notwithstanding the provisions of Article 81B of Chapter 15A of the General Statutes, the court may sentence the defendant to active punishment for a term of months greater than that authorized pursuant to G.S. 15A-1340.17, up to and including life imprisonment without parole, if the court finds that the nature of the offense and the harm inflicted are of such brutality, duration, severity, degree, or scope beyond that normally committed in such crimes, or considered in basic aggravation of these crimes, so as to require a sentence to active punishment in excess of that authorized pursuant to G.S. 15A-1340.17. If the court sentences the defendant pursuant to this subsection, it shall make findings of fact supporting its decision, to include matters it considered as egregious aggravation. Egregious aggravation can include further consideration of existing aggravating factors where the conduct of the defendant falls outside the heartland of cases even the aggravating factors were designed to cover. Egregious aggravation may also be considered based on the extraordinarily young age of the victim, or the depraved torture or mutilation of the victim, or extraordinary physical pain inflicted on the victim.

(d) The offense under G.S. 14-27.29 is a lesser included offense of the offense in this section.

§ 14-27.29. First-degree statutory sexual offense.
(a) A person is guilty of first-degree statutory sexual offense if the person engages in a sexual act 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.

(b) Any person who commits an offense defined in this section is guilty of a Class B1 felony.

§ 14-27.30. Statutory sexual offense with a person who is 15 years of age or younger.
(a) A defendant is guilty of a Class B1 felony if the defendant engages in a sexual act with another person who is 15 years of age or younger and the defendant is at least 12 years old and at least six years older than the person, except when the defendant is lawfully married to the person.

(b) Unless the conduct is covered under some other provision of law providing greater punishment, a defendant is guilty of a Class C felony if the defendant engages in a sexual act with another person who is 15 years of age or younger and the defendant is at least 12 years old and more than four but less than six years older than the person, except when the defendant is lawfully married to the person.
§ 14-273.3 Sexual battery.
(a) 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.
(b) Any person who commits the offense defined in this section is guilty of a Class A1 misdemeanor.

Stalking

§ 14-277.3A Stalking.
(b) Definitions. - The following definitions apply in this section:
   (1) Course of conduct. - 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, is in the presence of, or follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
   (2) Harasses or harassment. - Knowing conduct, including written or printed communication or transmission, telephone, cellular, or other wireless telephonic communication, facsimile transmission, pager messages or transmissions, answering machine or voice mail messages or transmissions, and electronic mail messages or other computerized or electronic transmissions directed at a specific person that torments, terrorizes, or terrifies that person and that serves no legitimate purpose.
   (3) Reasonable person. - A reasonable person in the victim's circumstances.
   (4) Substantial emotional distress. - Significant mental suffering or distress that may, but does not necessarily, require medical or other professional treatment or counseling.
(c) Offense. - 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.
(d) Classification. - A violation of this section is a Class A1 misdemeanor. A defendant convicted of a Class A1 misdemeanor under this section, who is sentenced to a community punishment, shall be placed on supervised probation in addition to any other punishment imposed by the court. A defendant who commits the offense of stalking after having been previously convicted of a stalking offense is guilty of a Class F felony. A defendant who commits the offense of stalking when there is a court order in effect prohibiting the conduct described under this section by the defendant against the victim is guilty of a Class H felony.
Dating/Domestic Violence

§ 50B-1. Domestic violence; definition.

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

(1) Attempting to cause bodily injury, or intentionally causing bodily injury; or
(2) Placing the aggrieved party or a member of the aggrieved party's family or household in fear of imminent serious bodily injury or continued harassment, as defined in G.S. 14-277.3A, that rises to such a level as to inflict substantial emotional distress; or
(3) Committing any act defined in G.S. 14-27.21 through G.S. 14-27.33.

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

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

UNC Charlotte
University Policy 406
The Code of Student Responsibility
As amended, effective for violations occurring on or after August 15, 2017

Table of Contents

| Preface | Chapter 1. Philosophy and Purpose |
| Chapter 2. Definitions |
| Chapter 3. Authority, Students' Rights, Standards of Due Process, and Evidentiary Standard |
| Chapter 4. Jurisdiction, Student Organizations, Pending Criminal Proceedings, and Help Seeking Protocol |
| Chapter 5. Prohibited Conduct |
| Chapter 6. Case Referrals and Adjudication Methods |
| Chapter 7. Hearing Panel or Administrative Hearing Officer Conduct Procedures |
| Chapter 8. Additional Conduct Procedures Applicable to Reports of Sexual and Interpersonal Misconduct |
| Chapter 9. Recommendations and Determinations on Responsibility and Sanction(s) |
| Chapter 10. Sanctions |
| Chapter 11. Appeals |
| Chapter 12. Case Files and Conduct Records |
| Chapter 13. Directory of Contacts |
Chapter 8. Additional Conduct Procedures Applicable to Reports of Sexual and Interpersonal Misconduct

Section I. Overview and Purpose

Chapter 8 of the Code provides additional Conduct Procedures applicable to alleged Sexual and Interpersonal Misconduct by Students or Student Organizations (Sexual and Interpersonal Misconduct Procedures). Sexual and Interpersonal Misconduct, as defined in the Code, includes a broad range of behavior that is not tolerated in the University community.

The University is committed to fostering an environment that encourages prompt reporting of all types of Sexual and Interpersonal Misconduct; a timely response to reports; and a fair, impartial, and equitable investigation and resolution process. Pursuant to the Code, the University will provide a prompt, fair, and impartial investigation and resolution of Sexual and Interpersonal Misconduct reports. Absent extenuating circumstances, the University strives to investigate and resolve cases of alleged Sexual and Interpersonal Misconduct within sixty (60) calendar days of the initial report, excluding any appeal(s). In the University’s experience, however, extenuating circumstances including, but not limited to, parallel criminal investigations, multiple witnesses, University breaks, and difficulties with availability and scheduling, almost always exist; therefore, many cases may take up to one hundred twenty (120) calendar days to be resolved. Both the Respondent and the Complainant will be notified in writing if the investigation and resolution will take more than one hundred twenty (120) calendar days and of the reason(s) for the delay.

Sexual and Interpersonal Misconduct violates University policy and federal civil rights laws and may also be subject to criminal prosecution separate from the Conduct Procedures, as described in Chapter 4, Section III of the Code.

The Sexual and Interpersonal Misconduct Procedures are designed to provide a fair and impartial process for both the Complainant and the Respondent. As a public institution, the University provides due process to Respondents accused of Sexual and Interpersonal Misconduct. Consistent with due process, a Respondent is presumed not responsible until determined otherwise through the Conduct Procedures.

All persons involved in addressing reports of Sexual and Interpersonal Misconduct under the Code receive annual training on issues related to Sexual and Interpersonal Misconduct and how to conduct a fair and impartial investigation and resolution process that protects the safety of Complainants, protects the due process rights of Respondents, and promotes accountability.

In responding to reports of Sexual and Interpersonal Misconduct, the University complies with Title IX of the Higher Education Amendments of 1972 ("Title IX") and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, as amended by the Campus Sexual Violence Elimination Act ("Clery Act"). The Code and any referenced documents constitute the policy and procedure required by both Title IX and the Clery Act.

Section II. Violations

The Sexual and Interpersonal Misconduct Procedures shall apply when the following violation(s) of the Code are alleged:

1. Prohibited conduct under Chapter 5, Paragraphs a.5, a.6, and a.9:
   - a.5.i. Acts of Harm: Relationship Violence, Dating Violence
   - a.5.ii. Acts of Harm: Relationship Violence, Domestic Violence
   - a.6. Acts of Harm: Stalking
   - a.9. Acts of Harm: Gender-Based Harassment
2. Prohibited conduct under Chapter 5, Paragraph p:
   - p.1. Sexual Misconduct: Sexual Act without Consent
   - p.2. Sexual Misconduct: Sexual Contact without Consent
   - p.3. Sexual Misconduct: Sexual Exhibitionism without Consent
   - p.4. Sexual Misconduct: Sexual Exploitation without Consent
   - p.5. Sexual Misconduct: Sexual Harassment
   - p.6. Sexual Misconduct: Incest

3. Prohibited conduct under Chapter 5, Paragraph z:
   - z. Retaliation (when related to any person making a report of Sexual and Interpersonal Misconduct or any person cooperating in the investigation of any allegation of Sexual and Interpersonal Misconduct, including providing a statement or testimony as a witness)

Section III. Timing; Preservation of Evidence; Other Violations; Retaliation

1. Timing of Reports and Availability of Procedures

   There is no time limit to invoking the Sexual and Interpersonal Misconduct Procedures. Nevertheless, individuals are encouraged to submit a report immediately after the alleged violation(s) occur in order to maximize the University's ability to obtain information and conduct a thorough, impartial, and reliable investigation. Failure to promptly report alleged Sexual and Interpersonal Misconduct may result in the loss of relevant information and witness testimony and may impair the University's ability to implement the Sexual and Interpersonal Misconduct Procedures.

   An individual who allegedly experienced Sexual and Interpersonal Misconduct has the right to file a criminal complaint with Police and Public Safety or other appropriate law enforcement. The individual is not required to file a criminal complaint and may choose to pursue only the University student conduct process as described in the Code. The processing of a report pursuant to the Code is independent of any criminal investigation. The Conduct Procedures in the Code differ from the criminal justice system in scope, purpose, procedure, and outcome, and they are not designed to replace state or federal criminal laws or procedures. The University will not wait until the conclusion of a criminal investigation or criminal proceeding to investigate a report of Sexual and Interpersonal Misconduct and, if needed, will take interim action to protect the individual within the educational setting. The Title IX Office may be given access to any investigation notes and findings of Police and Public Safety needed to investigate the report, as long as the criminal investigation is not compromised.

2. Preservation of Evidence

   Individuals are encouraged to preserve any evidence that may be important to an investigation of a report of Sexual and Interpersonal Misconduct, including, but not limited to, handwritten or electronic communications such as text messages, telephone messages, emails, and videos and/or photographs related to the incident. The University encourages an individual who allegedly experienced Sexual and Interpersonal Misconduct to seek medical help within seventy-two (72) hours of an incident so that any physical evidence can be preserved for use at a later date should that be necessary.

3. Other Violations

   A priority of the University is Student safety, and the use of alcohol or drugs never makes a Complainant at fault for incidents of Sexual and Interpersonal Misconduct. A person should not be deterred from reporting an alleged incident(s) of Sexual and Interpersonal Misconduct simply because the Complainant or any witness may have violated the Code. Therefore, any alcohol, drug, or other alleged violation(s) of the Code will be addressed separately. The Director may, in
his/her discretion and on a case-by-case basis, determine not to pursue a Formal Charge(s) for any related alleged violation(s) of the Code.

4. Retaliation

Retaliation against any person making a report of Sexual and Interpersonal Misconduct or against any person cooperating in the investigation of or Conduct Procedures for any allegation of Sexual and Interpersonal Misconduct, as described in Chapter 8, Section II.3 of the Code, is prohibited by Title IX and the Code. Any such retaliation should be reported promptly to the Title IX Office, and in the case of imminent threat of serious bodily injury, to Police and Public Safety. Retaliation will be addressed separately from the underlying allegation(s) of Sexual and Interpersonal Misconduct.

Section IV. Reporting and Response Protocols

The Title IX Coordinator is authorized to enact procedures that include specific instructions for reporting and responding to incidents of Sexual and Interpersonal Misconduct. Any person may report an alleged incident online at incidentreport.uncc.edu or to the Title IX Office.

Section V. Advisors and Representatives

1. Advisors

The accused Student, Complainant, and any witnesses may be accompanied in any Sexual and Interpersonal Misconduct Procedures by an Advisor of their choice as described in Chapter 6, Section II of the Code.

2. Representatives

If the Director pursues a Formal Charge(s) against a Respondent, the Respondent and the Complainant each have the right to be represented, at his/her own expense, by a Representative as described in Chapter 6, Section III of the Code.

Section VI. Initial Response

1. Initial Meeting with Complainant

Upon receipt of a report of any allegation of Sexual and Interpersonal Misconduct, the Title IX Coordinator or designee will promptly request a meeting with the Complainant to:

   a. provide the Complainant with a general understanding of the Code, specifically the Sexual and Interpersonal Misconduct Procedures and the investigation process;
   b. provide the Complainant with a written explanation of the Complainant’s rights and options pursuant to the Code, including the right to an Advisor as described in Chapter 6, Section II of the Code and to have a Representative participate as described in Chapter 6, Section III of the Code;
   c. discuss and provide written information regarding forms of support or immediate interventions available to the Complainant, such as on and off-campus resources, interim measures, etc.;
   d. discuss and provide written information regarding any accommodations that may be appropriate concerning the Complainant's academic, University housing, transportation, and/or University employment arrangements;
   e. seek to determine if the Complainant wishes to notify law enforcement authorities, wishes to be assisted in notifying law enforcement authorities, or does not wish to notify law enforcement authorities of the allegation(s); and
   f. inform the Complainant about how the University will protect the Complainant’s confidentiality, including the omission of the Complainant’s identifying information in publicly available records, to the extent permissible by law.
2. **Complainant Does Not Wish to Proceed or Requests Confidentiality**

If the Complainant does not wish to proceed with an investigation or the University student conduct process, and/or requests the report remain confidential, Title IX still requires the University to investigate and take reasonable action in response to the Complainant's information or any other information learned while reviewing the report. The Title IX Coordinator or designee will inform the Complainant that the University's ability to respond may be limited without the Complainant's participation.

The Title IX Coordinator will weigh the Complainant's request(s) for confidentiality and/or wish not to proceed with an investigation or the University student conduct process against the University's obligation to provide a safe, non-discriminatory environment for all Students. Specifically, the Title IX Coordinator will consider the following factors:

a. the seriousness of the alleged Sexual and Interpersonal Misconduct;

b. whether there have been other known reports of Sexual and Interpersonal Misconduct against the same accused Student at the University or any other school or known prior criminal charges against the accused Student;

c. whether the accused Student threatened further Sexual and Interpersonal Misconduct, Retaliation, or violence against the Complainant or others;

d. whether the Sexual and Interpersonal Misconduct was committed by multiple individuals;

e. whether the Sexual and Interpersonal Misconduct involved use of a weapon;

f. the age of the Complainant;

g. whether the University possesses other means to obtain relevant evidence of the Sexual and Interpersonal Misconduct;

h. whether the report reveals a pattern of conduct at a particular location or by a particular Student and/or Student Organization; and

i. the accused Student's right to receive information about the allegation(s) if the information is maintained by the University as an "education record" under FERPA.

The Title IX Coordinator or designee will inform the Complainant if the University cannot ensure confidentiality. In an instance where the University must disclose a Complainant’s identity to a Respondent after the Complainant has requested confidentiality, the Title IX Coordinator or designee will inform the Complainant prior to making the disclosure.

Even if the Complainant does not wish to proceed with an investigation or the University student conduct process because the Complainant insists on confidentiality or requests that the report not be resolved, the University reserves the authority to undertake an appropriate action, including the interim measures described in Chapter 8, Section VI.4 of the Code. The Title IX Coordinator or designee will inform the Complainant that the University will follow the Conduct Procedures in resolving the report.

3. **Complainant Wishes to Proceed with the University Student Conduct Process**

A Complainant may elect to proceed with the University student conduct process, which may involve a Hearing before an Administrative Hearing Officer pursuant to the Sexual and Interpersonal Misconduct Procedures.

4. **Interim Measures**

In all reports of alleged Sexual and Interpersonal Misconduct, the University may take prompt action to prevent continuing or future acts of Sexual and Interpersonal Misconduct in any form against the Complainant or any person that participates in the investigation and Conduct Procedures. Such action may include an interim suspension of the accused Student as outlined in Chapter 6, Section IV of the Code. The University is also obligated to take immediate steps to accommodate a Complainant’s reasonable requests for academic, University housing, transportation, University employment, and other accommodations as appropriate. The Title IX
Coordinator will consider the following factors in determining what accommodation(s) is appropriate:

a. the specific need expressed by the Complainant;
b. the age(s) of the people involved;
c. the severity or pervasiveness of the allegation(s);
d. any continuing effects on the Complainant;
e. whether the Complainant and the accused Student share the same residence hall, dining hall, class(es), transportation, or job location; and
f. whether other judicial measures (e.g., civil protection orders) have been taken to protect the Complainant.

5. **Initial Meeting with Accused Student**

Upon determining the most appropriate next steps, the Title IX Coordinator or designee will promptly request a meeting with the accused Student to:

a. provide the accused Student a general understanding of the Code, specifically the Sexual and Interpersonal Misconduct Procedures and the investigation process;
b. provide the accused Student with a written explanation of the accused Student’s rights and options pursuant to the Code, including the right to an Advisor as described in **Chapter 6, Section II** of the Code and to have a Representative participate as described in **Chapter 6, Section III** of the Code;
c. discuss and provide written information regarding forms of support or immediate interventions available to the accused Student, such as on and off-campus resources, interim measures, etc.;
d. discuss and provide written information regarding any accommodations that may be appropriate concerning the accused Student’s academic, University housing, transportation, and/or University employment arrangements; and
e. inform the accused Student about how the University will protect the accused Student’s confidentiality, including the omission of the accused Student’s identifying information in publicly available records, to the extent permissible by law.

**Section VII. Investigation Proceedings**

Independent of the Director’s determination whether to pursue a Formal Charge(s) under the Code, the Title IX Coordinator will determine whether to conduct an investigation. If the Director determines that a Formal Charge(s) will be pursued and delivers the written notice of referral as set forth in **Chapter 6, Section I** of the Code, the accused Student becomes a Respondent. The Director will appoint the Title IX Coordinator, who may then appoint one or more designees, to conduct the investigation.

The Investigator will provide a written notice of investigation to both the Respondent and Complainant. This notice will include a reference to the Formal Charge(s); a description of the investigation process; a reminder regarding the preservation of evidence as described in **Chapter 8, Section III.2** of the Code; a reminder regarding the Respondent’s and Complainant’s right to be represented, at their own expense, by a Representative; a reaffirmation of available resources throughout the Conduct Procedures; and a reminder that retaliation is prohibited under the Code.

The Investigator will conduct interviews with the Complainant, the Respondent, and any relevant third party witnesses, and will collect and review any other information relevant to the report. When applicable, the Investigator will coordinate with Police and Public Safety and other law enforcement officials. If during the investigation proceedings, the Respondent reports alleged Sexual and Interpersonal Misconduct by the Complainant and the Director makes the determination to pursue a Formal Charge(s) under the Code, the Title IX Coordinator or designee may conduct the investigations simultaneously.
All interviews conducted by the Investigator will be audio recorded by the Investigator. The Complainant, Respondent(s), and any third party witness may also record their own interviews utilizing their own recording devices. Notice will be provided to each interviewee that the interview is being recorded.

Once the formal investigation is completed, the Investigator will prepare an Investigation Report. After the Title IX Coordinator or designee reviews the Investigation Report, the Investigator will distribute a draft of the Investigation Report to the Complainant and the Respondent and will provide the Complainant and the Respondent an opportunity to offer additions or clarifications to the Investigation Report. The Investigator will offer to meet independently with the Complainant and the Respondent to discuss the Investigation Report, answer any questions, and discuss next steps. Once the Investigation Report is finalized, the Investigator will distribute the documents to the Director.

The Director will then make a determination as to whether to continue pursuing the Formal Charge(s). If the Director determines that the Formal Charge(s) will be pursued, the case may be resolved through a Mutual Resolution or through an In Absentia Resolution, or may be referred to a Hearing, as provided in Chapter 6 of the Code. If the Director determines that the Formal Charge(s) will not be pursued, the Complainant may request an independent review of the Director's determination by submitting a written request to the Dean of Students within five (5) Days of receiving notice of the determination. Both the Respondent and Complainant shall be notified within a reasonable time in writing of the Dean of Student's decision. The decision of the Dean of Students is final and conclusive.

Section VIII. Notice of Hearing

If, pursuant to Chapter 6 of the Code, the case is referred to a Hearing, the Director shall deliver a written notice of Hearing to the Respondent and the Complainant. The notice of Hearing will include the following:

a. notice of the Formal Charge(s), citing the alleged behavior prohibited by the Code;
b. the date, time, and location for the Hearing;
c. the name of the Administrative Hearing Officer who will hear the case;
d. the names of any witnesses being called to provide testimony;
e. a statement indicating that the Respondent and the Complainant may seek assistance from a Student Conduct Counselor in the preparation of his/her case for the Hearing;
f. a statement indicating that the Respondent and the Complainant have the right to be represented, at their own expense, by a Representative during the Conduct Procedures pursuant to Chapter 6, Section III of the Code;
g. if a Serious Violation, notice that possible sanctions include Conduct Suspension or Expulsion for a Student or Registration Suspension or Registration Revocation for a Student Organization; and
h. if a Serious Violation, notice that the Respondent’s University account and official academic transcript will be placed on hold until determinations on responsibility and sanction(s) (if applicable) are made.

In a case of a Minor Violation, the Respondent and the Complainant shall have no fewer than five (5) Days' notice of the Hearing. In a case of a Serious Violation, the Respondent and the Complainant shall have no fewer than ten (10) Days' notice of the Hearing. The time limit for any notice of the Hearing may be waived by both the Respondent and the Complainant.

Notice is sufficient if sent via email to the Respondent's and the Complainant's University email addresses or mailed via first class, registered, or certified mail to the Respondent's and the Complainant's current addresses as shown in the student information system on the date of mailing. All claims of failure to receive adequate notice are waived by the Respondent and the Complainant if the Respondent and the Complainant appear at the Hearing and do not formally raise the issue of adequate notice at the first opportunity.
Section IX. Conduct of the Hearing

1. Attendance of Parties

The Respondent and the Complainant may remain present throughout the Hearing, with the exception of the Administrative Hearing Officer deliberations. If either the Respondent or the Complainant fails to appear at the Hearing after being notified pursuant to the Code, the Hearing will continue in his/her absence.

2. Attendance of Student Conduct Counselors

A Student Conduct Counselor will attend the Hearing and may provide procedural advice to the Respondent. An additional Student Conduct Counselor will attend the Hearing and may provide procedural advice to the Complainant. Any witnesses called to provide testimony may seek procedural advice from a Student Conduct Counselor. Participants may decline the assistance of a Student Conduct Counselor. The Student Conduct Counselor is in addition to the Respondent’s and the Complainant’s respective Representatives and any Advisors, as described in Chapter 6 of the Code.

3. Challenges of Administrative Hearing Officer

The Respondent or the Complainant may challenge the Administrative Hearing Officer on grounds of bias or a personal relationship that might affect impartial consideration of the case. The Respondent or the Complainant must submit the challenge in writing to the Director at least two (2) Days prior to the scheduled Hearing. The Director must decide the challenge prior to the Hearing. If the Director determines possible bias, he/she will excuse the Administrative Hearing Officer and appoint a replacement. The Hearing may be rescheduled at the discretion of the Director in order to appoint an available replacement.

4. Multiple Respondents

Pursuant to FERPA, a Formal Charge(s) against multiple Respondents involved in the same incident may be heard in a single Hearing only if each Respondent consents in writing in advance of the Hearing.

5. Special Accommodations

Upon timely request to the Director or designee by the Respondent, the Complainant, or any witnesses, the University may be able to provide special accommodations for testimony by alternate methods (e.g., room divider or video conference). Such accommodations are at the discretion of the Director or designee, in consultation with the Title IX Coordinator. When possible, the Respondent and the Complainant will be notified in writing in advance of the Hearing of any special accommodations granted.

6. Administration of the Hearing

   a. Formal rules of evidence do not apply. The Administrative Hearing Officer, in consultation with the Staff Advisor, will determine the admissibility of any information. The Respondent’s prior conduct record is not to be considered in the Hearing unless and until the Respondent is found responsible for a violation(s) of the Code.

   b. The Administrative Hearing Officer will exercise control over the proceedings in order to maintain a fair, impartial, and efficient Hearing. The Administrative Hearing Officer may exclude or remove any person who unreasonably delays, disrupts, or otherwise interferes with the Hearing, including the Respondent, the Complainant, or either of their Representatives or Advisors.
c. A Staff Advisor designated by the Director will attend the Hearing to assist the Administrative Hearing Officer, may comment on questions of procedure and admissibility of evidence, and will otherwise assist in conducting the Hearing. The Staff Advisor will be present while the Administrative Hearing Officer makes any determinations, but may not actively participate in the determinations.

d. Each Hearing shall be audio recorded and/or transcribed by the University and not by any other person, and the recording and/or written transcript becomes a part of the case file in the Office of Student Conduct. All documents or recordings included in the case file are the property of the University.

7. Closed Hearing

The Hearing is closed to the public. Admission of any person to the Hearing shall be at the discretion of the Administrative Hearing Officer, in consultation with the Staff Advisor pursuant to Chapter 8, Section IX.6.b of the Code. The Respondent and the Complainant shall have the same opportunities to have others present.

8. Witnesses and Evidence

a. The Title IX Coordinator or Investigator will present the Investigation Report to the Administrative Hearing Officer.

b. The Respondent and Complainant are expected to give truthful testimony. Furnishing untruthful testimony may subject the Respondent or the Complainant to additional Conduct Procedures.

c. All witnesses with any relevant information and all relevant evidence must be brought to the attention of the Investigator during the investigation. Absent extraordinary circumstances and except in the case of character documents as described in Chapter 8, Section IX.9 of the Code, no witnesses who were not brought to the attention of the Investigator may participate in the Hearing, and no evidence that was not brought to the attention of the Investigator may be presented.

d. The Respondent and the Complainant will not be allowed to directly cross-examine or question each other or any witnesses under any circumstances. If the Respondent or the Complainant has a question for each other or a witness during the Hearing, he/she must present the question to the Administrative Hearing Officer, who may then ask the question or a rephrased question in his/her discretion on behalf of either the Respondent or the Complainant. The Respondent and the Complainant will be afforded an opportunity to examine any documents offered as evidence.

e. All witnesses are required to give truthful testimony. Furnishing untruthful testimony may subject a University student or employee to appropriate disciplinary action.

f. All witnesses are expected to attend the Hearing. University students or employees called as witnesses must attend the Hearing unless compliance would result in significant and unavoidable personal hardships or substantial interference with normal University activities. A desire to avoid questioning may not be used to demonstrate “personal hardships.” Failing to appear after an appropriate request may subject a University student or employee to appropriate disciplinary action. Subject to other provisions in the Code related to the admissibility of evidence, written witness statements in lieu of appearance and testimony at the Hearing may be admitted into evidence only if (a) the witness was not interviewed by the Investigator during the investigation proceedings and (b) the witness’s attendance would result in significant and unavoidable personal hardships or substantial interference with normal University activities. To be eligible for
admission into evidence, such written statements must be signed by the individual writing
the statement and verified by a person designated by the Director.

g. The Respondent's or Complainant's prior sexual history is generally not relevant and will
not be considered as evidence except in the following circumstances: (a) the
Respondent's prior sexual history or other behavior may be relevant when that history or
behavior is sufficiently similar to the alleged violation(s) to demonstrate a pattern of
conduct; (b) the Complainant's prior sexual history with the Respondent may be relevant
to assess the manner and nature of communications between them with respect to
Consent; or (c) the Complainant's or Respondent's prior sexual history with any other
person may be relevant under very limited circumstances to prove intent, motive,
absence of mistake, or to explain an injury or physical finding. In rare circumstances, the
Administrative Hearing Officer, in consultation with the Staff Advisor, may determine that
evidence related to prior sexual history is relevant even if not covered by one of the
exceptions above.

9. Impact Statements and Character Documents

If the Administrative Hearing Officer determines that the Respondent is responsible for a
violation(s) of the Code, the Respondent may present an impact statement as part of the
sanctioning phase of the Hearing. The Respondent may also present any documents or letters
regarding his/her character as part of the sanctioning phase of the Hearing.

If the Administrative Hearing Officer determines that the Respondent is responsible for a
violation(s) of the Code related to Sexual and Interpersonal Misconduct, the Complainant may
present an impact statement as part of the sanctioning phase of the Hearing.

If the Administrative Hearing Officer determines that the Respondent is responsible for a
violation(s) of the Code related to a crime of violence (as defined in Section II.B.10 of University
Policy 402, Student Education Records (FERPA)), any victim of the crime of violence may
present an impact statement as part of the sanctioning phase of the Hearing.

The Administrative Hearing Officer may consider, but is not bound by, any impact statements or
character documents in determining a recommendation on sanction(s).

Section X. Simultaneous Notification

The Notice of Outcome as set forth in Chapter 9, Section III of the Code shall be sent to the Respondent
and the Complainant simultaneously. The Respondent and Complainant will also be simultaneously
notified if any portion of the determinations changes on appeal and when the determinations become
final.