



Coastal Carolina Community College
Security Handbook
2016

Includes Annual Campus
Security Reports for the
2013-2015 calendar years.

Table of Contents

Mission	1
Campus Security Legislation	2
Notification of Availability of Annual Security Handbook.....	2
Overview of College Security Services Department	2
Reporting Campus Incidents	7
Campus Emergency Notification and Response Procedures	11
Equal Education Opportunity and Equal Employment Opportunity Policy	12
Sexual Harassment Policy	13
Prevention, Support and Response to Interpersonal Misconduct/Violence	15
Traffic and Parking Control	22
Drug-Free Schools and Communities Act.....	24
Coastal Carolina Community College Policies.....	26
Directory of Services for Onslow County Area.....	27
Campus Map	28
Preparation and Annual Disclosure of Crime Statistics	29
Classification and Reporting of Crime Statistics	30
2013-2015 Summary of Crime Statistics	34
2013-2015 Summary of Violence Against Women Act (VAWA) Statistics	35
Classification and Reporting of Hate Crime Statistics.....	36
2013-2015 Summary of Hate Crime Statistics.....	37

Mission

As a member of the North Carolina Community College System, Coastal Carolina Community College provides opportunities for quality post-secondary education, college transfer, workforce training and lifelong learning for the civilian and military populations of Onslow County, within the limits of available resources. Coastal values academic excellence, focuses on learning outcomes and student success, provides leadership for community cooperation and actively contributes to the economic development of Onslow County.

Coastal Carolina Community College provides

- Associates Degrees, Diplomas and Certificates
- Workforce Development
- Customized Training
- Developmental Education and Adult Basic Skills
- Accessible Education Including Distance Learning
- Lifelong Learning
- Personal and Cultural Enrichment
- Comprehensive Student Support
- Aggressive Economic Development

Introduction

Coastal's student population consists of individuals from all 50 states and a number of foreign countries. Even with their diverse backgrounds, Coastal's students are highly motivated individuals with strong desires for involvement and achievement.

Although Coastal has experienced a lower incidence of crime than surrounding areas, our campus community is not immune to crime. The number of incidents occurring on the campus can be reduced if all members of the community practice everyday precautions that will help to make a safer campus community.

Freedom has different meanings for many people. All of us expect the freedom of personal safety and the right to enjoy a life free of crime. Unfortunately, violent crimes are becoming more prevalent in our society. We all must become aware of the precautions necessary to reduce the likelihood that we will become victims of crime. Remember that no one is entirely free from the danger of crime, on or off campus. You are the key to your own safety and the safety of others on campus. Our goal is to create a SAFE CAMPUS with the help of the Coastal community.

Students and their family members are understandably concerned about the issue of safety on campus. Coastal is also concerned and understands its responsibility in contributing to a safe and secure campus environment. The Security Services Department will respond in all cases of criminal activity and any violation of criminal law can be investigated by Coastal's Security Services Department and could lead to criminal prosecution.

Any questions or concerns about the department or procedures and operations should be addressed to Coastal's Chief of Security via email pokoraj@coastalcarolina.edu or by telephone at (910) 938-6290.

Campus Security Legislation

In November 1990, the Crime Awareness and Campus Security Act (Title II, Public Law 101-542) was signed into law. This law requires universities to produce and make available certain policy statements and statistics about campus crime. In November of 1999 this Act was renamed the **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act** or simply, The Clery Act. In compliance with the legislation outlined above, the Coastal Security Services Department publishes and distributes this information annually. The passage of the Clery Act requires all colleges and universities receiving federal aid to publish certain crime statistics and statements regarding their crime reporting policies and programs.

The passage of the Hate Crime Statistics Act, also passed in 1999, requires the Attorney General to collect statistics on hate-related incidents inspired by race, ethnicity, religion, or sexual orientation.

The Campus Sex Crimes Prevention Act is a federal law which was enacted in October 2000. This Act provides for the tracking of convicted, registered sex offenders enrolled as students at institutions of higher education, or working or volunteering on campus.

On March 7, 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013 (VAWA) and the Campus Sexual Violence Elimination Act (SaVE), which among other provisions amended sections of the Higher Education Act of 1965, the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) of 1999, and the original Violence Against Women's Act of 1994. The Violence Against Women Reauthorization Act and the Campus Sexual Violence Elimination Act clarify the sexual violence includes domestic violence, dating violence and stalking, which must be included in campus Clery reports, and also requires that institutional policies address and prevent sexual violence through training, education, and certain discipline procedures.

Notification of Availability of Annual Security Handbook

The following handbook describes the security practices and procedures at Coastal Carolina Community College and provides the crime statistics for the past three school calendar years. This handbook also meets all compliance standards as established by the Federal Student Right-to-Know and Clery Act of 1990 and the 1999 amendments. This handbook is available to all current students and employees. A notice is provided to prospective students and employees regarding the availability and content of the College's Security Handbook. Prospective students and employees are provided the opportunity to request a copy of this document from the College. The full text of this handbook can be accessed on the College's website at <http://www.coastalcarolina.edu>.

Message from the Chief of Security

Although each individual is ultimately responsible for his or her own personal safety, by learning and practicing basic safety and security precautions, each individual can help make Coastal a safer place to learn. This handbook is intended to provide a general description of the policies of the Coastal Security Services Department. It is not intended to serve as a contractual agreement between the College and the recipient. Security procedures are subject to change without notice.

Overview of College Security Services Department

Security Services Purpose Statement

The purpose of the Coastal Security Department is to support the mission of the College by maintaining a safe and secure learning environment. We accomplish this purpose in several ways:

- Maintaining a caring and helpful attitude among all Security personnel as they address the needs of the faculty, staff, students, and visitors
- Providing the College 24-hour, 7 days a week, emergency assistance
- Continuously patrolling to spot suspicious activity and people on campus
- Providing information 24-hours a day, 7 days a week

- Knowing and enforcing federal, state, and city laws, and college regulations
- Enforcing the College's traffic and parking regulations and keeping all campus thoroughfares and lots unobstructed
- Coordinating traffic and crowd control at special events on campus and at off-site locations
- Providing and limiting daily access to campus buildings and classrooms
- Acting as liaison between faculty, staff, and students, and the local law enforcement agencies with business on campus

Access to the Security Services Department is available through its headquarters on campus in the Student Center and the presence of security officers on foot and vehicle patrol. Telephone numbers, both emergency and non-emergency, are listed in the Student Handbook and the Staff and Faculty Handbook. In addition, individuals may access an emergency call box located in each building or emergency tower throughout the campus to make direct contact with a security officer.

Responsibilities

The Coastal Carolina Community College Security Services Department is responsible for

- Responding to and investigating reports of criminal incidents occurring on the on-campus and designated non-campus properties of the College;
- Providing assistance in a timely manner to fire, law enforcement, and rescue agencies for criminal actions or emergencies occurring on the on-campus and designated non-campus properties of the College; and
- Providing on-campus services with the goal of assuring the safety and welfare of all persons connected with the College, as well as all visitors with an outside interest at the College.

The Coastal Security Services Department handles the investigation and the documentation of all reported incidents in a timely manner. A summary log of Campus Incident/Investigation Reports is maintained and updated in a timely manner by the Security Services Department for review by members of the campus community. An Annual Campus Security Report is published and made available to the campus community which provides summary information and statistics regarding non-criminal/criminal incidents.

Examples of services offered by the Security Services Department include:

- Assisting car owners locked out of their vehicles (signed waiver of liability required);
- providing escorts to vehicles at night;
- Holding lost items until claimed by owners or disposed of in accordance with College policy; and
- Assisting car owners with dead batteries (signed waiver of liability required).

These services are provided with the objective of assuring the safety and welfare of all persons connected with the College as well as all visitors with an outside interest at the College.

Authority of College Security Officers

Coastal Carolina Community College officers have the authority to:

- Ask persons for identification and to determine whether individuals have lawful business related to the on-campus and designated non-campus properties of the College,
- Issue parking tickets within the boundaries of the on-campus and designated non-campus properties of the College; parking tickets are billed to the financial accounts of students, faculty, and staff and;

- Serve as a designee (on behalf of a College vice president) in determining the need for an emergency removal of a student from the on-campus and designated non-campus properties of the College. An emergency is defined as a behavioral situation under which the continued presence of the student at the College poses a danger to persons or property or constitutes an ongoing threat of disrupting the academic process.

Note: Coastal Carolina Community College security officers **do not** possess the authority to arrest an individual.

All criminal related incidents are referred by College Security Services to the appropriate law enforcement agency (Jacksonville Department of Public Safety, Military Police, or the Onslow County Sheriff’s Department) who have authority to arrest and/or provide appropriate law enforcement assistance depending on the location of the incident.

Should a crime or emergency incident occur on campus, victims and witnesses are strongly encouraged to immediately contact the College Security Services Office at (910) 938-6290. Contact information to local law enforcement agencies is provided below.

Working Relationships with Local Law Enforcement Agencies

The Coastal Carolina Community College Security Services Department greatly benefits from excellent working relationships with the Jacksonville Department of Public Safety, Military Police and the Onslow County Sheriff’s Department. All criminal related incidents occurring on the main college campus are referred to the Jacksonville Department of Public Safety (JDPS). Within the designated city limits of Jacksonville, JDPS has the appropriate authority to investigate and/or arrest at on-campus and non-campus locations of the College, as well as public property locations boarding designated campus/non-campus areas. The College’s Security Services Department works with the Military Police (supporting Camp Lejeune and Marine Corps Air Station New River) and the Onslow County Sheriff’s Department regarding the initiation of arrest authority and/or law enforcement assistance to non-campus properties and public properties utilized by the College. Should a crime or emergency incident occur on campus, victims and witnesses are strongly encouraged to immediately contact the College Security Services Office at (910) 938-6290. Contact information to local law enforcement agencies is provided below.

Law Enforcement Agency	Contact Information	Geographic Area of Support
City of Jacksonville Department of Public Safety (Police and Fire)	City Police Dispatcher Emergency - 911 Non-emergency - (910) 455-4000	Designated on-campus and non-campus locations of the College, as well as public property locations within the city limits of Jacksonville
Onslow County Sheriff’s Department	Sheriff’s Office Dispatcher Emergency – 911 Non-emergency – (910) 455-3113	Designated non-campus and public property locations utilized by the College within Onslow County
Military Police (Camp Lejeune bases and Marine Corps Air Station New River)	Duty Provost Marshall / Military Police Desk Sergeant Emergency – (910) 451-2555 Non-emergency – Camp Lejeune (910) 451-4688 MCAS New River (910) 449-4249	Designated on-campus and non-campus locations utilized by the College within the jurisdictions of Camp Lejeune bases and Marine Corps Air Station New River

Personnel

The Coastal Security Services Department consists of one security chief, five full-time security officers, one full time Dispatch/Surveillance Officer, Six part-time security officers, two security clerks, and work-study student(s) as available.

Security Services Personnel:

- **Full-Time Security Officers**

Chief of Security	Jerrad Pokora
Security Officer	Thomas Donovan
Security Officer	Warren Jacob
Security Officer	Ernie Love
Security Officer	Mike Pruitt
Security Officer	Willie Rice
Dispatch/Surveillance Officer	Amanda Jasinski

- **Part-Time Security Officers**

Security Officer	Donavan Birdsong
Security Officer	Justin Edwards
Security Officer	Richard Harris
Security Officer	Jackson Hawlet
Security Officer	Steve Stump
Security Officer	Ashley Witherspoon

- **Part-Time Security Clerks**

Security Clerk	Bob Pierce
Security Clerk	Rachel Salmon

Training

Security officers are selected based on prior experience and training. Many have previous law enforcement and/or security experience. Newly employed security officers must be able to obtain Red Cross certification in cardiopulmonary resuscitation (CPR). All security officers must undergo a 50-State background criminal record check prior to employment.

Communications

The Security Services Office serves as the communications center between the security officers and the people who require assistance. The Dispatch/Surveillance Officer within the Security Services Office is continually trained and equipped to:

- Call security officers to crime scenes, call for service, or alarms;
- Provide general information and assistance to callers about campus activities and services;
- Monitor surveillance and provide information to security officers on patrol;
- Handle incoming emergency calls; and
- Take information for incident reports.

Facility Access and Security Considerations Used in the Maintenance of Campus Facilities

Most campus buildings and facilities are generally accessible to members of the campus community, guests, and visitors during normal operating hours. Normal operating hours are 8:00 a.m. until 10:00 p.m., Monday through Thursday, and 8:00 a.m. until 5:00 p.m. on Friday (excluding holidays). Certain facilities may also be open for designated hours on weekends. Interior and exterior doors on campus buildings are locked and secured each evening by the security staff. Anyone needing to be on campus during the hours that the College is normally closed should notify Campus Security by (1) accessing the campus security phone located outside of the Security Guard House which is located adjacent to the A.D. Guy Business Technology Building; or (2) phoning Security at (910) 938-6290. This not only ensures the individual's safety, but also ensures Security is aware of his/her presence on campus. Campus Security must be notified in advance by anyone desiring to leave an automobile in any of the campus parking lots after hours. Any vehicle left on campus without proper authority is subject to being towed at the owner's expense.

The Maintenance staff and Security Services staff inspect campus facilities regularly. Any conditions that affect the safety and security of the campus such as broken windows, defective locks, burned-out lights, and malfunctioning fire safety equipment are reported immediately and repaired. Campus lighting is an important part of Coastal's commitment to safety and security. Outside inspections of Campus lighting are conducted on a regular basis during the evening hours by Security Services personnel. Lighting problems are immediately reported to Maintenance for corrective action. Landscaping on campus is maintained by trimming shrubbery and trees to enhance safety and security. Please report unsafe conditions immediately to Security Services at (910) 938-6290.

Educational Programs

Various college programs are sponsored throughout the academic year on topics related to crime and safety awareness for the entire campus community. A description of the type and frequency of programs designed to inform students and employees about campus security procedures and practices is provided below.

Program Description	Campus Audience	Frequency
Alcohol and Drug Awareness	Students, faculty, and staff	Once during fall and spring semesters
Campus Conduct	Students	Twice during fall, spring and summer semesters
Coastal Crime Stoppers Program	Students, faculty, and staff	Once during fall, spring and summer semesters
Fire Safety/Fire Extinguisher Training	Faculty and staff	Once during fall and spring semesters
Harassment and Stalking	Students, faculty, and staff	Once during fall and spring semesters
Personal Security Self-Defense Training	Students, faculty, and staff	Once during fall, spring and summer semesters
Protecting Yourself From Theft	Students, faculty, and staff	Once during fall and spring semesters
Sex Offense Awareness and Prevention	Students, faculty, and staff	Once during fall and spring semesters
Vehicle Safety and Security	Students, faculty, and staff	Once during fall and spring semesters

Reporting Campus Incidents

Accidents, criminal actions, emergencies, and suspicious persons should be reported to the Coastal Security Services Department as soon as possible. Information may be conveyed by:

- Accessing Security Services via the emergency call boxes located in buildings and/or emergency phones located in all elevators on campus;
- Accessing Security Services via the blue light emergency communication/information towers strategically located across the College's main campus (see page 28 for a campus map identifying the locations of each tower);
- Phoning the 24-hour access number for Security Services at (910) 938-6290 (or extension 6290 if using a campus phone);
- Reporting directly to any security officer on patrol; and
- Visiting the Security Services office located inside the cafeteria of the Student Center or outside at the Security Guard House, located adjacent to the A. D. Guy Business Technology Building (see page 28 for a campus map identifying the locations of Campus Security).

Reporting of campus incidents does not in any way commit an individual to taking legal action; however, such reports may help law enforcement agencies reduce further incidents within the campus community.

Coastal Carolina Community College recognizes the Security Services Department as the lead organization to which individuals should report non-criminal and criminal incidents. If an individual is unable to establish contact with the Security Services Department (regardless of reason), he or she may contact one of the following for assistance:

Title	Name	Location	Contact Information
Chief of Security	Jerrad Pokora	Security Services Department, Student Center Building	(910) 938-6141 pokoraj@coastalcarolina.edu
Director of Physical Plant and Auxiliary Services	Carol Phillips	Lloyd P. Respass Trades Building, Room 117	(910) 938-6343 phillipsc@coastalcarolina.edu
Division Chair for Student Services	Don Herring	Student Center Building, Room 13	(910) 938-6236 herringd@coastalcarolina.edu
Vice President for Administrative Support Services	Annette Heishman-Harpine	James Leroy Henderson, Jr. Administration Building	(910) 938-6788 harpinea@coastalcarolina.edu
Director of Personnel Services and Workplace Safety	Cindy Burkhart Woolridge	James Leroy Henderson, Jr. Administration Building	(910) 938-6145 burkhartc@coastalcarolina.edu

When you report an incident to the Security Services Department, a security officer will meet with you, listen to what happened, and take a detailed report. If an investigation is warranted, or one desires to have law enforcement called, the Jacksonville Department of Public Safety will be called to continue the investigation. If a suspect is identified and you decide to press charges, the Jacksonville Department of Public Safety will file charges against the suspect.

If you are uncomfortable reporting an incident to the Security Services Department, we would like to encourage you to contact a College counselor, administrator, or faculty member to help ensure the most accurate accounting of criminal, discipline, and/or emergency incidents on or around campus.

Call (910) 938-6290 or extension 6290 (if using a phone on campus), locate an emergency call box (push button) system in any campus building for Security Services, or contact a College counselor, administrator, or faculty member.

Availability of Campus Emergency Call Boxes In Campus Buildings

In campus buildings there are emergency call boxes that connect directly to the Security Services Department. If there is an emergency, you may push the button on the emergency call box and a security officer will answer.

Building	Location of Emergency Phones
Fine Arts Building (FA)	Outside auditorium
Hugh A. Ragsdale Building (R)	Central hallway
Lloyd P. Respass Trades Building (T)	Each end of hallway
James Leroy Henderson, Jr. Administration Building (A)	Front desk
James S. Melton Vocational Skills Center (S)	Central hallway
Math and Science Technology Building (MS)	1st Floor – each end of hallway 2nd Floor – each end of hallway
C. Louis Shields Learning Resources Center (L)	1st Floor – bottom of stairs 2nd Floor – top of stairs
Classroom Building A (CA)	Central hallway
Classroom Building B (CB)	Central hallway
Maintenance/PE/Cosmetology Building (M)	Cosmetology – stylist area Maintenance – hallway outside room 101
A. D. Guy Business Technology Building (BT)	1st Floor – elevator 2nd Floor – elevator
Health Occupational Science Building (H)	1st Floor – central hallway 2nd Floor – break room
Kenneth B. Hurst Continuing Education Building (CE)	1st Floor – hallway across from room 108 2nd Floor – hallway across from room 208
Student Center (SC)	Admissions lobby College Cafeteria: Across from Coastal Café

Availability of Blue Light Emergency Communication/Information Towers Outside of Campus Buildings

Outside of campus buildings there are blue light emergency communication/information towers strategically located across the College's main campus. By pressing the red button, users can communicate directly with designated College staff. The location of each blue light emergency/information tower is automatically communicated to Campus Security when the tower call button is activated. Additionally, each blue light emergency communication/information tower is equipped with a video surveillance camera system (see page 28 for a campus map which identifies the locations of each tower).

Availability of Outside Counseling and Referral Services for Reporting Campus Crimes

Students, faculty, staff, and visitors may seek assistance outside of Coastal Carolina Community College for reporting of campus crimes. The College strives to maintain excellent professional relationships with pastoral (religiously affiliated) counselors and professional (licensed) counselors. Pastoral counselors and professional counselors are encouraged by the College, if and when they deem appropriate, to inform the person(s) they are counseling of the procedures to report campus crimes on a voluntary, confidential basis.

Any situation involving a student may be reported to the Division Chair for Student Services by mail, or by telephone (910) 938-6236. Any situation involving faculty, staff, or visitors may be reported to Campus Security by mail or by telephone (910) 938-6290.

Mailing Address

Coastal Carolina Community College
444 Western Boulevard
Jacksonville, NC 28546-6816

Monitoring and Recording of Incidents and Criminal Activity at Off-Campus Locations by Recognized Student Organizations

Reports of accidents, emergencies and non-criminal incidents occurring at off-campus locations involving student organizations of the College are filed by the designated College representative (club advisor, instructor, or staff member) in a timely manner with the Coastal Carolina Community College Security Services Department. The Jacksonville Department of Public Safety, Onslow County Sheriff's Department, or the Military Police from Camp Lejeune and Marine Corps Air Station New River, provide reports of criminal activity at off-campus locations directly to the Coastal Carolina Community College Security Services Department. Reports of off-campus criminal activity, which involve student organizations of the College and require service from a law enforcement agency outside of Onslow County, are requested in a timely manner.

Summary Log of Campus Incident/Investigation Reports

A Summary Log of Campus Incident/Investigation Reports (with listings for criminal and non-criminal incidents) is available for review in the Coastal Carolina Community College Security Services Department during regular business hours (8:00 a.m.- 5:00 p.m., Monday-Friday). The information in the log typically includes the nature, date, time, general location, and disposition of each incident (both criminal and non-criminal). The Summary Log of Campus Incidents/Investigation Reports is normally updated within two business days, excluding days when Coastal Carolina Community College is closed. As a rule, student names and contact information within the Summary Log of Campus Incidents/Investigation Reports are only released to eligible law-enforcement agencies and/or by court subpoena so as not to jeopardize the confidentiality of the victim(s). If there is clear and convincing evidence that the release of such information would jeopardize an ongoing criminal investigation or the safety of an individual, cause a suspect to flee or evade detention, or result in the destruction of evidence, such information may be withheld until that damage is no longer likely to occur from the release of such information.

Coastal Carolina Community College Campus Crime Prevention Programs

The Coastal Security Services Department believes it is more beneficial to prevent crimes than to react after the crime. To accomplish this goal, the Coastal Security Services Department has established six crime prevention programs. Program components are outlined below.

- Campus Risk Assessment Program - Biannual assessments of campus facilities are conducted to identify potential areas for improvement related to the prevention of accidents and campus crime.
- Campus Crime Prevention Program - Seminars and training opportunities are designed to inform students and employees about campus security procedures and practices.
- Campus Video Surveillance System – Coastal maintains camera surveillance equipment within its parking lots and other designated areas to promote campus-wide safety.
- Campus Watch Program – This is a collaborative, proactive approach which involves the assistance of students, faculty, and staff in reporting accidents, emergencies, suspicious persons, and possible criminal violations to the Security Services Department. In addition, the Security Services Department provides 24-hour patrols of campus facilities.
- Coastal Carolina Community College Crime Stoppers (910) 938-3273 – This is a collaborative campus and community program which allows students, faculty, staff and visitors to anonymously report possible criminal violators for cash rewards up to \$2,500. No caller to Crime Stoppers ever reveals his/her identify.
- Registration and Photo Identification Program – This program provides for the identification and verification of students, faculty, and staff by address, photo and signature.

Campus Safety Awareness

The following simple precautions can reduce the likelihood that you will become the victim of crime:

- **Be alert.** Your safety depends largely upon your own attitude and actions. Use common sense and do not place yourself in a location or situation to become a victim.
- **Report suspicious activity or criminal acts.** Call the 24-hour access number to Security Services at (910) 938-6290.
- **Report police, fire, or medical emergencies.** Call the Security Services Department at (910) 938-6290 during normal hours of campus operation, after hours and weekends. You may also use any of the emergency call boxes located in the campus buildings. Simply press the button on the call box and a security officer will answer. The campus community is encouraged to report all crimes and safety-related incidents to the Security Services Department as quickly as possible.
- **Be an active bystander. If you become aware of a crime, observe a suspicious person or situation, or are a victim yourself, promptly report it to the Security Services Department.** Timely reports increase the likelihood that critical evidence will be obtained, stolen property will be recovered, and the offender will be successfully prosecuted. This is especially important in cases involving sex offenses. A prompt report to law enforcement agencies will ensure that you are made aware of all available victim support services.
- **Avoid walking alone at night.** Make arrangements to walk in groups, or you may request an escort from the Security Services Department by calling (910) 983-6290. If you must travel alone at night, stay on well-lit paths and sidewalks.
- **Report obscene, annoying, or harassing phone calls or e-mails received on campus immediately.** Police will investigate, and as patterns develop, will work closely with the telephone company to apprehend offenders.
- **Report all security-related maintenance problems.** Locks, doors, windows, and exterior lights in need of replacement, shrubbery in need of trimming, or other unsafe conditions should be reported immediately to the Maintenance Department at (910) 938-6343. Campus facilities and landscaping are maintained in a manner to minimize hazardous conditions.
- **Park locked vehicles in well-lit areas.** Lock all valuables in your trunk/out of sight.
- **Participate in personal safety and security awareness programs.** The Security Services Department frequently conducts programs that promote crime resistance skills.
- **Be aware of campus crime trends.** Information on campus crime is available from the Security Services Department. Bulletins are issued when the circumstances warrant, informing the College community of important crime-related information.
- **Utilize Coastal Carolina Community College Campus Crime Stoppers.** Report crime on the College campus or within the community on the 24-hour hotline at (910) 938-3273. Any caller to Coastal Crime Stoppers need not reveal his/her identify. Cash awards up to \$2,500 may be paid to callers with accurate information which leads to arrest and conviction of the criminal(s).

Procedures for Timely Notification of Crime Reports and Warnings to the Campus Community

In the event that a situation arises that constitutes an ongoing or continuing threat to the students, faculty, and/or staff of the campus community, the Coastal Security Services Department may (upon verification and approval of the Vice President for Administrative Support Services or designee) post a campus-wide timely warning. Crime warnings may also be posted for other incidents as deemed appropriate. Crime warning notifications may be communicated to members of the campus community through a campus emergency notification system, broadcast e-mails, campus meetings, posted flyers in common areas, and if appropriate, local media. The notifications may be reports of campus incidents reported to the Security Services Department of incidents occurring in proximity to identified on-campus, non-campus, and/or public property as reported by the Jacksonville Department of Public Safety, Onslow County Sheriff's Department, or the Military Police.

Campus Emergency Notification and Response Procedures

In the event of an emergency situation, Coastal Carolina Community College will execute predetermined plans and procedures to expedite appropriate communications for campus/community response services and to provide for safe and orderly evacuation of campus facilities when deemed necessary. Campus emergency plans support the protection of college property and, most importantly, the saving of lives.

Emergency situations may include fire, medical emergencies, adverse weather, hazardous material spills, threats and/or acts of terror, utility emergencies and bomb threats.

Upon encountering an emergency or threatening situation, students, faculty and staff shall immediately contact Campus Security (910-938-6290) for assistance in communicating with appropriate College personnel. Campus Security will immediately report the emergency or threat to the Office of the Vice President for Administrative Support Services.

The Vice President for Administrative Support Services or next available administrator shall:

- Evaluate the emergency or threat and determine the appropriate action to be taken;
- Initiate communications with appropriate law enforcement, fire and rescue response teams (if deemed necessary);
- Determine appropriate segment(s) of the campus community (and/or larger segments of surrounding communities) to be notified regarding the emergency or threat. Note: The College will cooperate with appropriate city and/or county emergency response officials regarding the notification of communities which surround the College;
- Determine the content of the emergency notification announcement; and
- Initiate the campus emergency notification system (campus public address system, campus phone/voicemail system, and campus computer e-mail system).

The campus emergency notification system is regularly maintained and appropriately tested on an annual basis to evaluate the audibility and clarity of the sample test message which is directed toward one or more segments of the campus community. Documentation of annual test procedures is kept on file in the Office of the Vice President for Administrative Support Services.

Listing of Local Emergency Response Organizations

LAW ENFORCEMENT	
City of Jacksonville Department of Public Safety Emergency: 911 Non-Emergency: (910) 455-4000	Onslow County Sheriff's Department Emergency: 911 Non-Emergency: (910) 455-3113
FIRE PROTECTION	
City of Jacksonville Department of Public Safety Emergency: 911 Non-Emergency: (910) 455-8080	
EMERGENCY MEDICAL AND RESCUE SERVICES	
City of Jacksonville Department of Public Safety Emergency: 911 Non-Emergency: (910) 455-4000	Onslow County Emergency Medical Services Emergency: 911 Non-Emergency: (910) 346-6760
Onslow Memorial Hospital Emergency: (910) 577-2240 Non-Emergency: (910) 577-2345	

Equal Education Opportunity and Equal Employment Opportunity Policy

No person shall, on the basis of race, color, creed or religion, age, sex, national origin, or physical disability status, except where age or physical disabilities are found to be a bona fide occupational qualification, be excluded from employment or participation in, be denied the benefits of or be subject to discrimination under any program or activity of this institution.

In appreciation for their service to this state and country during a period of war, and in recognition of the time and advantage lost toward the pursuit of a civilian career, all eligible veterans as defined in G.S.128-15 shall be granted preference in hiring decisions to the extent allowed by statute.

It is the policy of this institution not to discriminate on the basis of sex in the admissions requirements, educational programs, activities, or employment policies as required by Title IX in the Educational Amendments of 1972.

In conformance with the provisions of the Rehabilitation Act of 1973, and other applicable laws and regulations, Coastal Carolina Community College will not discriminate against any student, employee, or applicant for admission or employment because of physical disabilities.

The main campus of Coastal Carolina Community College has been designed with the elimination of physical obstacles so that all buildings, washrooms, laboratories, and classrooms are readily accessible to and usable by those with physical disabilities.

Any student or applicant for admission with a disability who wishes to request some accommodation must contact the admissions office and ask for the Accommodation Request Form. If accommodation is not requested in advance in order to provide the College sufficient and adequate time to meet the student or applicant's needs, Coastal Carolina Community College cannot guarantee the availability of a reasonable accommodation when it is needed.

Any employee or applicant for employment with a disability who wishes to request accommodation must contact the Office of Personnel Services and Workplace Safety and ask for the Coastal Carolina Community College Accommodation Request Form. This form should be supported by medical, psychological, or other appropriate documentation. Once the request is completed and submitted to

the Office of Personnel Services and Workplace Safety, the Director of Personnel Services and Workplace Safety will work with the appropriate vice president to develop a plan for the requested accommodation. Components of the plan will be developed in accordance with the specific needs of the applicant/employee based on the documentation submitted.

Any student or prospective student who believes that discrimination has limited any educational opportunity, or any College employee who believes employment rights have been denied on the basis of discrimination, or any individual who desires information concerning this policy should contact the following designated responsible employee, Affirmative Action Officer and Title IX Coordinator, Henderson Administration Building, Telephone (910) 938-6788.

Sexual Harassment Policy

Coastal Carolina Community College is committed to an environment free of inappropriate and disrespectful conduct and communication of a sexual nature. Coastal Carolina Community College strongly opposes sexual harassment in any form. Sexual harassment is against College policy and is a violation of Title VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, as well as the applicable laws of this state.

Sexual harassment refers to behavior of a sexual nature that is not welcome, is personally offensive, debilitates morale or interferes with the work performance or academic performance and effectiveness of its victims. Unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature constitute harassment when

- Submission to such conduct is made explicitly or implicitly a term or condition of an individual's employment, or of a student's educational status, e.g., grades, etc.;
- Submission to or rejection of such conduct by an individual is used as a basis for an employment decision or academic or other decisions affecting students; and/or
- Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or interfering with a student's educational experience, or creating an intimidating, hostile, or offensive work or academic environment.

Sexual harassment claims generally fall into two categories, "quid pro quo" and "hostile environment" claims. "Quid pro quo" harassment occurs when specific employment benefits are withheld as a means of coercing sexual favors. For example, it is "quid pro quo" harassment when an employee's superior uses his or her authority to hire, fire, promote, discipline, or in some way affect the employee's employment in order to gain sexual favors. "Quid pro quo" harassment occurs when specific academic decisions are conditioned upon the student granting sexual favors to the instructor. For example, it is "quid pro quo" harassment when an instructor uses his or her authority to grant higher grades or otherwise affect the educational or academic status of a particular student in order to gain sexual favors.

An employee or student may also claim sexual harassment as a result of being forced to work or study in a "hostile environment." In these cases, the employee or the student is claiming that the conduct of one or more individuals has created an intimidating, abusive, or hostile work environment which may include, but is not limited to, continuous teasing and taunting, off-color humor, unwelcome touching, and other behavior that "spoils" the workplace or the academic environment.

Sexual harassment is illegal under both state and federal law. In some cases, harassers may be liable for prosecution under criminal sexual conduct laws. Except under unusual circumstances, it will be the responsibility of the complainant to make it clear to the offender that the behavior is offensive and unwelcome. Coastal Carolina Community College will not accept as an excuse to a complaint of sexual harassment that an instructor or other employee was "only joking" or "didn't think the other employee or student(s) would object." All employees will be held accountable for compliance with this policy; violations may lead to disciplinary action, to include suspension or termination.

Enforcement Procedure

All supervisors are responsible for implementation of the College's policies, for ensuring that all employees they supervise have knowledge of and understand the sexual harassment policies, and for taking and/or assisting in prompt and appropriate corrective action, when necessary, to ensure compliance with the policies. All employees are strongly encouraged to use this complaint procedure if they believe they have been subjected to sexual harassment or have knowledge of any sexual harassment in the College workplace or academic environment.

It is a violation of College policy and applicable law for an individual to be disciplined or otherwise disadvantaged as a result of the good faith resort to this complaint procedure. A copy of the College's Sexual Harassment Complaint Procedures is available from the Office of Personnel Services and Workplace Safety.

Title IX Legal Requirements for Colleges

Title IX of the Educational Amendments of 1972 states: "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.

Title IX applies to educational institutions receiving federal financial assistance and prohibits discrimination on the basis of sex in an educational institution's programs or activities, including employment, academic, educational, extracurricular and athletic activities (both on and off campus). Title IX protects all people regardless of gender or gender identity from sex discrimination, including sexual harassment and sexual violence, which are forms of sex discrimination. Title IX requires colleges to take necessary steps to prevent sexual assault on their campuses, and to respond promptly and effectively when an assault is reported.

The Clery Act requires colleges to report annual statistics on crime, including sexual assault and rape, on or near their campuses, and to develop and disseminate prevention policies.

The Violence Against Women Act (VAWA) and Campus Sexual Violence Elimination Act (SaVE) clarify that "sexual violence" includes domestic violence, dating violence and stalking, which must be included in campus Clery reports, and also requires that institutional policies address and prevent sexual violence through training, education, and certain discipline procedures.

Together, these laws require colleges to:

- Publish and widely disseminate a notice of nondiscrimination on the basis of gender or sex;
- Designate employees to coordinate Title IX compliance (including compliance with VAWA/Campus SaVE Act, and all other relevant sexual discrimination/harassment/violence legislation);
- Adopt appropriate compliant and investigation procedures;
- Implement education and prevention programs for students and employees, as well as complainants of sexual harassment or sexual violence;
- Provide written rights, options and information to complainants of sexual violence;
- Provide training to the campus community on how to prevent, identify and report sex discrimination (including sexual harassment and sexual violence);
- Provide training on how to conduct investigations to those employees who investigate allegations of sex discrimination (including sexual harassment and sexual violence); and
- Provide training to student conduct hearing officers.

College Commitment

Coastal Carolina Community College considers sexual discrimination in all its forms to be a serious offense. Examples of sexual discrimination may include discrimination against pregnant and parenting students, sexual harassment, interpersonal misconduct/violence, sexual assault and sexual violence by employees, students or third parties. The College is committed to providing an environment free of interpersonal misconduct/violence, sexual misconduct and discrimination.

Coastal Carolina Community College is also committed to eliminating sexual misconduct in all forms to include, but not limited to, sexual assault, sexual harassment, sexual discrimination, stalking, relationship violence, and domestic violence. The College provides reporting options, investigations, disciplinary processes, and prevention training to ensure the safety of students, faculty, staff, and visitors.

Prevention, Support and Response to Interpersonal Misconduct/Violence (Domestic Violence, Dating Violence, Sexual Assault and Stalking)

Coastal Carolina Community College takes all forms of interpersonal misconduct/ violence very seriously. Acts of interpersonal misconduct/violence (domestic violence, dating violence, sexual assault and stalking) carried out by and/or against members of the College community will not be tolerated and are punishable under College policies and North Carolina law.

To appropriately address interpersonal misconduct/violence, the College provides programs and support services to include:

- Procedures for reporting domestic violence, dating violence, sexual assault and stalking;
- On-Campus counseling and intervention services for those who have been assaulted or who have concerns regarding domestic violence, sexual assault and stalking; and
- Referral to off-campus agencies that provide services for persons who have been victims of domestic violence, dating violence, sexual assault and stalking (see page 25 of this handbook for a Directory of Services);
- Procedures for assisting persons who have been victims of interpersonal misconduct/violence in obtaining medical and counseling services;
- Audio-visual and reference materials available through the College's Learning Resources Center which focus on prevention and support issues regarding interpersonal misconduct/violence;
- Student club and student government-sponsored speakers, seminars, and theme events which focus on awareness and prevention of interpersonal misconduct/violence;
- Procedures for campus disciplinary action when persons who have been assaulted wish to pursue campus disciplinary action against the assailant;
- Procedures for assisting persons who have been victims of interpersonal misconduct/violence in pursuing criminal action against their assailants; and
- Year-round prevention and education programs, awareness and events and print and video resources addressing a variety of topics related to sexual misconduct, dating/domestic violence or stalking. These programs include education for new students, risk reduction strategies and bystander intervention trainings. These efforts are designed to stop dating/domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships, encourage safe bystander intervention and seek to change behavior and social norms in healthy and safe directions.

Definitions of Interpersonal Misconduct/Violence

Sexual Misconduct – Sexual misconduct is defined as deliberate contact of a sexual nature without the other person’s consent. These behaviors, all of which constitute sexual misconduct, include:

1. Non-consensual sexual contact: non-consensual sexual contact is any sexual touching, with any object, by a man or woman upon another person without consent or making any person touch you or him or her in a sexual manner.
2. Non-consensual intercourse: Non-consensual intercourse is any sexual intercourse (anal, oral or vaginal), with any object, by a man or woman upon another person without consent.
3. Sexual Exploitation: Sexual exploitation occurs when a person takes non-consensual or sexual advantage of another and the behavior does not otherwise constitute one of the other sexual misconduct offenses. Examples of sexual exploitation include, but are not limited to:
 - Prostituting another person;
 - Nonconsensual video or audio taping of sexual activity;
 - Engaging in voyeurism; and
 - Knowingly transmitting an STD or HIV to another.

Sexual Assault - Any attempted or actual sexual activity that is unwanted or nonconsensual, including oral or anal penetration, sexual touching, fondling, rape, and a variety of other forcible or non-forcible sex offenses. Sexual assault is a crime under North Carolina law.

- Any sexual behavior in which a person engages because of coercion, threats, emotional or verbal abuse, physical force or threat, intimidation, intoxication or other instances in which consent CANNOT be freely given constitutes sexual assault;
- A person who is impaired because of use of alcohol or other drugs is assumed to be unable to give consent;
- Consent requires that the person has adequate and correct information for decision-making; and the power to freely choose, and the freedom to have, their choice respected by others.

Rape - under North Carolina law is defined as vaginal intercourse, by force, and against a person’s will.

Stranger Rape - Rape in which the victim does not know the rapist. This type of rape occurs the least often of the three types listed here, but is the one most often reported.

Acquaintance Rape - Rape in which the victim knows or is acquainted with the rapist. Also called “date rape” when the victim is or has been dating the rapist. National statistics reveal that ninety percent of college rapes occur between people who know each other. This type of rape occurs the most often, but is least often reported.

Gang Rape - Rape in which there are two or more rapists involved.

Consent - Clear permission to engage in sexual activity demonstrated by clear actions or words. In order for individuals to engage in sexual activity of any type with each other, there must be clear, knowing and voluntary consent prior to and during sexual activity. Consent is sexual permission. Consent can be given or word or action, but non-verbal consent is not as clear as talking about what one does and does not want sexually. Consent to one form of sexual activity cannot be automatically taken as consent to any other form of sexual activity. Silence—without actions demonstrating permission—cannot be assumed to show consent.

Because alcohol or other drug use can limit the capacity to consent, sober sex is less likely to raise such questions. When alcohol or other drugs are being used, a person will be considered unable to give valid consent. An individual cannot fully understand the details of sexual interaction (“who, what, when, where, why, and how”) because he/she lacks the capacity to reasonably understand the situation. Individuals who consent to sex must be able to understand what they are doing. In accordance with these guidelines, “No” always means “No” and “Yes” may not always mean “Yes.” Anything less than a clear knowing and voluntary consent to any sexual activity is equivalent to a “No.”

Domestic Violence - A felony or misdemeanor crime of violence committed by

- a current or former spouse or intimate partner of the victim;
- a person with whom the victim shares a child in common;
- a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
- a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies (under VAWA); or
- any other act against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.

Dating Violence - Violence committed by a person:

- Who is or has been in a social relationship or a romantic or intimate nature with the victim.
- Where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - the length of the relationship;
 - the type of relationship; and
 - the frequency of interaction between the persons involved in the relationship.

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

- Fear for his/her safety or the safety of others; or
- Suffer substantial emotional distress.

Tips for Prevention of Interpersonal Misconduct/Violence

- Know what you want sexually; set sexual limits; send clear messages.
- Trust your “gut feeling” about situations to avoid.
- Be clear and responsible in your communications with others.
- Be forceful, firm, and assertive.
- Be aware of nonverbal clues that can alert you to a problem.
- In communicating your unwillingness to engage in an activity, reject that activity, not the person.
- Remember, silence is not consent.
- Don’t assume the other person knows what you want or do not want.
- Use the buddy system – watch out for your friends.
- Don’t lose control – alcohol and other drugs affect your judgment.
- Avoid secluded places at the beginning of relationships.
- Do not assume that if you are with a friend or an acquaintance that nothing bad will happen.
- Devise an action plan in advance for what you will do if confronted with a situation of possible acquaintance rape.
- Remove yourself from the situation at the first sign that you are feeling controlled or unsafe. Never go to a bar, party, or social event alone.
- Become comfortable with the idea that you may have to be rude, make noise, yell, etc. to remove yourself from a possible situation leading to interpersonal misconduct/violence. Do not worry about hurting the other person’s feelings.

Retaliation

The College strictly prohibits retaliation against any person for reporting, testifying, assisting or participating, in any manner, in any investigation or proceeding involving allegations of discrimination or harassment.

Retaliation is any action by any person that is perceived as: intimidating, hostile, harassing, a form of retribution, or violence that occurs in connection to the making and follow-up of the report.

Active Bystander Intervention

We encourage you to help create an ideal learning environment for all Coastal students. You can do so by being an Active Bystander. An Active Bystander is diligent in his/her awareness of signs and incidents of sexual violence or sexual harassment that occur in his/her presence. In such cases an Active Bystander recognizes and properly interprets a situation as an emergency when it occurs. As an Active Bystander, it is your responsibility to act in such instances.

Educate yourself on what to do:

- Be aware of signs and incidents that may occur in your presence.
- Recognize and interpret when a situation qualifies as an emergency.
- Feel responsible to act.
- Intervene safely.
- Report what you know.

How to intervene safely:

- Tell another person.
- Ask a person you are worried about if he/she is okay.
- Distract or redirect individuals in unsafe situations.
- Ask the person if he/she wants to leave.
- Call the Police.

Acts of violence will not be tolerated on any College property; therefore, any person who becomes aware of, or believes that he or she has witnessed an incident of violent or threatening behavior, or who is the recipient of threatening and/or violent behavior, should immediately report such incident(s) to Campus Security, Student Services, the employee's supervisor, supervisor's manager, or the Office of the Vice President for Administrative Support Services. If the person believes that someone may be in imminent danger or if the incident in questions has resulted in anyone being physically harmed, the person must immediately contact Campus Security at (910) 938-6290.

Reporting of Interpersonal Misconduct/Violence

If you are the victim of interpersonal misconduct/violence (domestic violence, dating violence, sexual assault and stalking) on the College campus your first priority should be to get to a place of safety. You should then obtain the necessary medical treatment. The Security Services Department strongly advocates that a victim of interpersonal misconduct/violence report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. To report an incident of interpersonal misconduct/violence, call the 24-hour Security Services number at (910) 938-6290. Filing a report with a campus security officer will not obligate the victim to scrutiny or judgmental opinions from officers. Filing a campus security report will:

- Ensure that a victim of interpersonal misconduct/violence is referred for necessary medical treatment and tests;

- Provide the opportunity for collection of evidence helpful in prosecution which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam); and
- Ensure that the victim has access to confidential counseling and mental health services from professionals trained in the area of crisis intervention for victims of interpersonal violence. (See page 27 of this handbook for a Directory of Services).

Assistance for Survivors of Interpersonal Misconduct/Violence

- The Coastal Carolina Community College Security Services Department and/or designated College personnel may provide information to the student regarding options to notify appropriate College personnel and local law enforcement authorities. (See page 5 for a listing of local law enforcement agencies.) Every effort will be made by the College to comply with a student's request for assistance in notifying authorities.
- The Coastal Carolina Community College Security Services Department and/or designated College personnel will provide information to the student of existing on-campus counseling (available within Student Services) and non-campus referral services (i.e., crisis counseling, mental health services, medical treatment services, etc.) for victims of interpersonal misconduct/violence. (See page 27 of this handbook for a Directory of Services.)
- The College Division Chair for Student Services will change a victim's academic situation after an alleged assault incident, if so requested by the victim, and if such changes are reasonably available. Optional academic situation changes may include, but are not limited to, extension of time to complete class work, rearrangement of course schedule, conversion of course delivery formats from traditional seated to online, provisions for independent studies and/or change of campus/class location of class attendance. Coastal Carolina Community College does not own or offer campus supported housing opportunities to students, faculty, or staff. The College cannot provide assistance in changing the living situations for interpersonal misconduct/violence victims.
- If the accused assailant is a Coastal Carolina Community College student, the College Division Chair for Student Services will notify the victim as to the option for initiating disciplinary procedures in accordance with the guidelines outlined in the College Catalog.

Notification and Response Options after an Incident of Interpersonal Misconduct/Violence

It is important to report any incident of domestic violence, dating violence, sexual assault and stalking. To do so does not obligate a person to prosecute the assailant.

It is recommended that victims report any incident of interpersonal misconduct/violence to campus security or local law enforcement officials as soon as possible to ensure proper evidence collection and investigation. This will be of great importance should the person choose to prosecute.

Notification and response alternatives after an incident of interpersonal misconduct/violence may include anonymous notification of designated College officials, initiation of disciplinary procedures through the Coastal Carolina Community College disciplinary process, and/or pursuit of criminal prosecution. Each action is further outlined below.

Anonymous Notification of Designated College Officials

An anonymous notification of an incident of interpersonal misconduct/violence involving a student may be reported to the Division Chair for Student Services by mail or by telephone at (910) 938-6236. An anonymous notification of an incident of interpersonal misconduct/violence involving faculty, staff, or visitor may be reported to the Director of Personnel Services and workplace Safety by mail or by telephone at (910) 938-6145. Even if a victim chooses not to pursue College/criminal charges against the assailant, reporting the incident provides the College or law enforcement agencies with important information that may prevent other assaults, or may alert police and others to specific high-risk areas while maintaining anonymity.

In compliance with the 1999 Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and the 2013 Violence Against Women Reauthorization Act (VAWA) and the Campus Sexual Violence Elimination Act (SaVE), each anonymous notification is forwarded from the designated campus officials to campus Security where it will be filed and used in compiling the annual Coastal Carolina Community College Campus Security Report. Designated College officials are required by law to notify campus Security of any alleged incident of domestic violence, dating violence, sexual assault and/or stalking that occurs on designated College property. This is only a notification that an incident has occurred. However, information shared with counselors in the Student Services Department will not be forwarded, unless the victim consents, because confidentiality laws protect information shared with these staff members.

Initiation of Coastal Carolina Community College Disciplinary Procedures

Whether or not the victim of interpersonal misconduct/violence (domestic violence, dating violence, sexual assault and/or stalking) chooses to pursue criminal prosecution, if the accused assailant is a Coastal student, the victim may initiate disciplinary procedures in accordance with the guidelines outlined in the College Catalog. A Campus Security Incident Report (including a personal statement from the victim(s) and a statement of possible violation) must be filed in writing with the Division Chair for Student Services or other designee of the President within twenty (20) working days of the date of the alleged violation.

Once the process has been initiated, all subsequent decisions concerning possible discipline of a student or students rests with the appropriate vice president (hereinafter referred to as “the vice president”) or designee of the President. Based on the supporting evidence connected with the assault and the severity of the misconduct of the accused student(s), the vice president may initiate one of the following:

- **Conduct an Informal Investigation** - Discipline procedures regarding the initiation of an informal investigation are referenced in the College Catalog, POLICIES ON STUDENT RIGHTS AND DISCIPLINE under SECTION 4 (Discipline Procedures) within paragraph heading number 3 (Discipline not including removal of College privileges or suspension or expulsion).
- **Serve the Accused Students with a Statement of Charges** - (Including Maximum Penalty Sought) and Provide Opportunity for the Student to Request a Formal Hearing - Discipline procedures regarding the statement of charges and request for a formal hearing are referenced in the College Catalog, POLICIES ON STUDENT RIGHTS AND DISCIPLINE under SECTION 4 (Discipline Procedures) within paragraph heading number 4 (Discipline including removal of College privileges or suspension or expulsion).
- **Initiate Emergency Removal of College Privileges or Suspension or Expulsion of the Accused Student and Provide Opportunity for the Student to Request a Formal Hearing** - Discipline procedures regarding the emergency removal of an accused student and request for a formal hearing are outlined in the College Catalog, POLICIES ON STUDENT RIGHTS AND DISCIPLINE under SECTION 4 (Discipline Procedures) within paragraph heading number 5 (Emergency removal of College privileges or suspension or expulsion).

The federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and amendments within the Violence Against Women Reauthorization Act and Campus Sexual Violence Elimination Act outline specific requirements for conducting disciplinary procedures regarding interpersonal misconduct/violence. In accordance with these requirements, the College will afford the following opportunities in conducting disciplinary procedures regarding rape, acquaintance rape, domestic violence, dating violence, sexual assault or stalking:

- The accuser and the accused will each be allowed to choose one person (who has had no formal legal training) to accompany them throughout the entire disciplinary proceeding; and
- Both the accuser and the accused must be informed of the outcome of any College disciplinary proceeding (with respect to the alleged offense) and any sanction that is imposed against the accused.

Standard of Evidence - The standard of evidence for all allegations of interpersonal misconduct/violence will be the preponderance of evidence as mandated by the U. S. Department of Education's Office for Civil Rights, which means that there is greater than a fifty-percent (50%) chance, based on all reasonable evidence, that the accused is responsible for the alleged violation. If an accused student is found responsible for an incident of interpersonal misconduct/violence, the vice president may impose disciplinary penalties which range from a disciplinary warning to expulsion from the College, depending upon the severity of the incident. Specifically, if an accused student is found responsible for domestic violence, dating violence, sexual assault and/or stalking, the vice president will impose disciplinary penalties to include:

- **Suspension** - Suspension is temporary disciplinary separation from the College involving denial of all student privileges, including entrance to College premises without an appointment, not to exceed two semesters; or
- **Expulsion** - Expulsion is permanent disciplinary separation from the College involving denial of all student privileges, including entrance to College premises, without an appointment.

Disciplinary penalties are outlined in the College Catalog, POLICIES OF STUDENT RIGHTS AND DISCIPLINE under SECTION 5 (Disciplinary Penalties).

Any student who is found guilty by any committee or other school authority of violating any provision, regulation or policy of the College or who has been disciplined by removal of College privileges or suspended or expelled shall have the right to appeal the finding and/or discipline imposed upon him/her to the President of the College after an informal investigation or hearing has taken place. Student appeal procedures are outlined in the College Catalog, RIGHT OF APPEAL.

Pursuit of Criminal Prosecution

If a victim of domestic violence, dating violence, sexual assault and/or stalking decides to pursue formal prosecution, local law enforcement officials will need assistance in identifying and apprehending the assailant. Information concerning the time and location of the assault, as well as a complete description of the assailant, if possible, will be important. If the assailant is identified, the Onslow County District Attorney's Office (or appropriate law enforcement agency) will determine if there is sufficient evidence to prosecute. The sexual history of a victim of sexual assault cannot be discussed except for past relations with the assailant.

Campus Sex Crimes Prevention Act

Federal law enacted the Campus Sex Crimes Prevention Act in October 2000. This Act provides for the tracking of convicted, registered sex offenders enrolled as students at institutions of higher education, or working or volunteering on campus.

This act requires institutions of high education to issue a statement advising the campus community where law enforcement information concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a state to provide notice of each institution of

higher education in that state at which the person is employed, carries a vocation, or is a student. North Carolina law requires sex offenders that have been convicted of certain offenses to register with the county sheriff. Information about offenders is then entered in the Registry database by the sheriff's office and transmitted to the NC SBI (State Bureau of Investigation). The NC SBI collects information submitted by sheriffs in all 100 counties in the state and makes it available to public via the Sex Offender and Public Protection Registry website.

Lastly, this Act amends the Family Educational Rights and Privacy Act of 1974 to clarify that nothing in that Act may be construed to prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders, and requires the Secretary of Education to take appropriate steps to notify educational institutions that disclosure of this information is permitted. Persons seeking to obtain sex offender registration information may contact the Onslow County Sheriff's Department or go to any of the following websites:

- 1) State websites: <http://www.fbi.gov/hq/cid/cac/states.htm>
- 2) National Sex Offender Registry: <http://www.nsopw.gov>
- 3) NC Sex Offender and Public Protection Registry: <http://sexoffender.ncdoj.gov/>

Traffic and Parking Control

Traffic and parking enforcement continues to be an important function of the Security Services Department. Our campus is open to considerable amounts of vehicular traffic flow each day.

The philosophy toward good traffic and parking control adopted by Coastal is one of prevention of injuries and a reduction of overall crisis intervention, such as those resulting from traffic accidents.

Campus Regulations for Parking and Vehicle Operation

General Information

Students, faculty, staff, and visitors of Coastal are subject to all traffic rules and regulations applicable to operating motor vehicles upon the streets and highways of the State of North Carolina while operating motor vehicles on campus. In addition, students, faculty, staff, and visitors of Coastal are subject to such other rules and regulations affecting the operation of motor vehicles on the campus as the Board of Trustees of Coastal may from time to time adopt and publish in accordance with section 115D-21 of the North Carolina General Statutes.

General Regulations

In addition to all traffic rules and regulations applicable to operating motor vehicles upon streets and highways in the State of North Carolina, the following additional rules and regulations apply to students, faculty, staff, and visitors operating motor vehicles on the campus of Coastal Carolina Community College. Students, faculty, staff, and visitors are responsible for any liability or damage claims arising from their negligence.

Vehicle Registration

All full-time and part-time faculty and staff members and all full-time and part-time curriculum students must obtain a parking permit upon employment or registration for classes. Students who are enrolled in certain non-credit programs only may be exempt from this registration requirement and will receive parking permits on the first day of classes, as appropriate.

One parking placard will be issued to each employee and student as applicable, and are to be displayed from the rear view mirror when possible. Each placard is issued to the permit holder, transferred between vehicles as necessary. Visitor parking is and must be for individuals who are not currently enrolled or employed.

Maximum Speed Limit

Notwithstanding any provision of North Carolina Law to the contrary, the maximum speed at which any vehicle shall be operated on campus is 15 miles per hour. It is the responsibility of every person operating a vehicle not to exceed a speed that is safe under existing conditions.

Parking

Parking spaces on campus are designated as E—Employee; S—Students; College-owned vehicles, Handicapped; Overflow; Training Vehicle; Visitor/Cosmetology Patron; and Undesignated (open to all students employees, and visitors).

With the exception of handicapped, visitor, and training vehicle parking, all spaces are undesignated from 1:30 p.m. through midnight, Monday through Friday. Spaces designated for a particular purpose are to be used exclusively for that purpose.

No parking is authorized on lawns, landscaped areas, sidewalks or other areas not designated for parking without prior approval from the Security Services Department. No vehicle may be left on campus overnight without prior approval from the Security Services Department. Any vehicle left on campus overnight without prior permission, may be towed at the expense of the owner. In the event a vehicle is removed from campus, the Security Services Department will be able to provide information on the location of the vehicle.

Responsibility

Students, faculty, staff, and visitors of Coastal shall be responsible for any liability, including fires, under these regulations or damage claims resulting from the use or operation of motor vehicles on the campus.

Enforcement

Fines and Sanctions

In Addition to the fines and penalties imposed by the State of North Carolina for violation of the general laws regulating the use and operation of motor vehicles on the streets and highways of North Carolina, a fine not to exceed \$25 per offense shall be imposed upon each student, faculty or staff member who violates any regulation contained herein. The assessment of a fine shall be evidenced by the issuance of a written citation left on the vehicle or delivered to the permit holder. In addition, improperly parked vehicles may have a tire boot applied, which will require assistance by an authorized security officer before the vehicle can be mobilized.

In addition to a fine, any vehicle found to be in violation of any rule or regulations affecting the operation of other motor vehicles or disruption normal campus activities may be towed at the expense of the owner. In the event a vehicle is removed from campus, the Security Services Department will be able to provide information on the location of the vehicle.

Collection of Fines

All fines assessed under these rules and regulations must be paid to the Accounting Office within ten (10) days of assessment or prior to the next registration period, whichever is earlier. Any student with an outstanding parking citation shall not be allowed to register until the fine is paid. Grades and/or transcripts will be withheld for nonpayment of a parking fine. Repeated and or extreme campus traffic violations may result in the revocation of vehicle driving/parking privileges.

Any student, faculty, or staff member receiving a parking violation may contact the Chief of Security with any questions or concerns by using an on-campus telephone and dialing extension 6290 or calling (910) 938-6290.

Drug-Free Schools and Communities Act

Introduction

On December 12, 1989, President Bush signed the Drug-Free Schools and Communities Act Amendments of 1989 (Amendments) Public Law 101-226. Section 22 of the law amends provisions for the Drug-Free Schools and Communities Act of 1986 and the Higher Education Act of 1965 to require that, as a condition of receiving funds or any other of financial assistance under any federal program after October 1, 1990, a university or college must adopt and implement a drug prevention program.

Policy on Illegal Drugs and Alcohol

Coastal is dedicated to the dissemination of knowledge and to the provision of quality educational opportunities by maintaining a teaching / learning environment that is conducive to that purpose. That environment is damaged by illegal drug use. Therefore, all members of the academic community - students, faculty members, administrators, and other employees - share the responsibility for protecting and maintaining that environment.

Accordingly, every Coastal student is responsible for being familiar with and complying with the terms of this policy, which has been adopted by the Board of Trustees. This policy is applicable to all other locations and events controlled or sanctioned by the institution.

It is the policy of this College that the unlawful manufacturing, distribution, dispensation, possession or use, or being under the influence of an illegal drug or alcohol on the College's property or as part of any of its activities, is prohibited. Coastal's policy and programs are intended to accomplish the following:

- Prevent drug abuse through a strong educational effort;
- Inform members of the academic community about counseling services and rehabilitation programs such as substance abuse, counseling, treatment, or rehabilitation programs which are available to them;
- Provide a description of applicable legal sanctions under local, state, or federal law; and
- Provide information concerning health risks associated with the use of illegal drugs and the abuse of alcohol.

Education

Coastal is committed to the education and development of students, faculty, and staff regarding alcohol and other drug use by establishing and maintaining a drug-free and alcohol-free awareness program.

The program will include information about the incompatibility of alcohol abuse and the use of illegal drugs with the goals of Coastal Carolina Community College, the health risks associated with illegal drug use, and the potential legal consequences of involvement with alcohol and other drugs.

Counseling and Rehabilitation Services

Students, faculty, administrators, and staff may seek assistance with an alcohol or other drug-related problem through Coastal Carolina Community College. A listing of available services and referrals will be provided (See page 27 of this handbook for a Directory of Services).

Enforcement and Penalties

Coastal Carolina Community College will take necessary action to comply with state and federal law and applicable campus policies in eliminating alcohol and other drugs from the College community. The penalties that may be imposed range from probation to expulsion. However, the following minimum penalties shall be imposed for the particular offenses described.

Alcohol

A student shall not knowingly possess, use, transmit, or be under the influence of any alcoholic beverage or intoxicant on the College campus or any College-sanctioned activity, function, or event.

For a first offense of knowingly possessing, using, transmitting, or being under the influence of any alcoholic beverage or intoxicant, the student will be escorted off the campus or from the College activity, function, or event and must meet with the Counseling Coordinator for counseling prior to returning to class.

For second or other subsequent offenses involving alcohol, progressively more severe penalties shall be imposed, including expulsion.

Trafficking in Illegal Drugs

For the illegal manufacturing, sale or delivery of, or possession with intent to manufacture, sell or deliver any controlled substance identified in Schedule I, NC General Statutes 90-89, or Schedule II, NC General Statutes 90-90 (including, but not limited to, Heroin, Mescaline, Lysergic acid Diethylamide, Opium, Cocaine, Amphetamine, Methaqualone), the student shall be expelled.

For a first offense involving the illegal manufacturing, sale or delivery or possession with the intent to manufacture, sell, or deliver and controlled substance identified in Schedules III through VI, NC General Statutes 90-91 through 90-94 (including, but not limited to, Marijuana, Phenobarbital, Codeine), the minimum penalty shall be suspension from enrollment for a period of at least one semester. For a second offense, the student shall be expelled.

Illegal Possession of Drugs

For a first offense involving the illegal possession of any controlled substance identified in Schedule 1, NC General Statutes 90-89, or Schedule II, NC General Statutes 90-90, the minimum penalty shall be suspension from enrollment for a period of at least one semester or its equivalent.

For a first offense involving the illegal possession of any controlled substance identified in Schedules III through VI, NC General Statutes 90-91 through 90-94, the minimum penalty shall be probation, for a period to be determined on a case-by-case basis. A student on probation must agree to participate in a drug education and counseling program, consent to regular drug testing, and accept such other conditions and restrictions, including a program of community service, as the Division Chair for Student Services or designee of the President deems appropriate. Refusal or failure to abide by the terms of probation shall result in suspension enrollment for any unexpired balance of the prescribed period of probation.

For second or other subsequent offenses involving the illegal possession of controlled substances, progressively more severe penalties shall be imposed, including expulsion.

Suspension Pending Final Disposition

When a student has been charged by the College with a violation of policies concerning illegal drugs or alcohol, he/she may be suspended from enrollment before initiation or completion of regular disciplinary proceedings if, assuming the truth of the charges, the Division Chair for Student Services (or in his/her absence, the President's designee) concludes that the person's continued presence within the College community would constitute a clear and immediate danger to the health or welfare of other members of the College community. If such a suspension is imposed, an appropriate hearing of the charges against the suspended person shall be held in accordance with discipline procedures as outlined in the College Catalog.

When a faculty member, administrator, or other employee has been charged by the College with a violation of policies concerning illegal drugs or alcohol, he/she may be suspended from employment before initiation or completion of regular disciplinary proceedings in accordance with "Special Rules Relating to Suspensions" as found in the "Discipline and Non-Reappointment and Grievance Procedure." It is the responsibility of all employees and students to be informed of and abide by the provisions of this policy.

Coastal Carolina Community College Policies

Communicable Disease Policy

In keeping with the College's mission and policy, Coastal Carolina Community College is dedicated to providing access to quality educational programs regardless of disability and within the limits of available resources. The College recognizes the serious implications that the spread of communicable disease has on the health, safety, and welfare of the students, faculty, staff, and general public. Therefore, the College is committed to ensuring that each employee and student be provided with a safe and healthy working/learning environment.

Persons who are seropositive for HIV/HBV/HCV or other infectious diseases will not be excluded from admission or employment, or restricted in access to the institution's services or facilities because of health status. They will be provided with all reasonable accommodations unless an individualized, medically based evaluation determines that exclusion or restriction is necessary for the welfare of the individual or other members of the institution, patients, or its affiliates (patient care community).

Any student or employee who knows, or has reasonable basis for believing that he or she is infected with HIV/HBV/HCV or any other infectious disease which may pose a threat to others, and whose curriculum or job requires performance of patient care procedures which may be exposure prone, has an obligation to share that information with the College.

If a student, employee, or patient is accidentally exposed to blood or body fluids, the person will immediately report the incident to the appropriate supervisor as well as the Security Services Department.

All faculty, employees, and students in health-related fields are required to adhere to universal disease control guidelines consistent with the U. S. Centers for Disease Control and Prevention. No student will be allowed to deliver patient care in any setting until he/she has been instructed in infection control (as per OSHA guidelines) and mastered material on safety/universal precautions with satisfactory accuracy. A copy of the College's Communicable Disease Policy is available from the Office of Personnel Services and Workplace Safety.

Directory of Services for Onslow County Area

Counseling, treatment, and rehabilitation services are available to students and employees of Coastal Carolina Community College as outlined below.

COUNSELING	<u>Substance Abuse/Alcoholism</u>	
	Brynn Marr Behavioral Healthcare System	(910) 577-1900
	RHA Crisis	(910) 353-5118
	MCAS New River Counseling Center	(910) 449-6110
	<u>General</u>	
	Brynn Marr Hospital	(910) 577-1400
	Coastal Carolina Community College	
	Student Services Division–Counseling	(910) 938-6394
	Eastern Carolina Human Services Agency	(910) 347-2151
	New River Baptist Association	(910) 347-3146
	Onslow County Health Department	(910) 347-2154
	Onslow-Regional Behavioral Health Services Area (RHA)	(910) 353-5118
	Onslow County Department of Social Services	(910) 455-4145
	Onslow Memorial Hospital	(910) 577-2345
	Onslow County Women’s Center, Inc.	(910) 347-4000
The Salvation Army	(910) 346-8800	
Vocational Rehabilitation	(910) 455-1445	

SELF HELP GROUPS	Alcoholics Anonymous	(910) 455-3666
	Al-Anon Family Group	(910) 455-3666

ABUSE TREATMENT FACILITIES	Alcohol/Drug Council of NC, Information and Referral Services (Durham)	800-688-4232
	Alcohol Treatment Facility (Camp Lejeune)	(910) 451-1175
	Onslow County Women’s Center	(910) 238-2941
	Brynn Marr Hospital	(910) 577-1400
	Onslow-Regional Behavioral Health Services (RHA)	(910) 353-5118
	Behavioral Health at Vidant Duplin	(910) 296-2786
	The Oaks Behavioral Health Hospital	800-622-6257
	Walter B. Jones Alcohol and Drug Treatment Center (Greenville)	(252) 830-3426
Chemical Dependency Training Evaluation and Guidance	(910) 347-4477	

EDUCATION AND INFORMATION	Health Department: AIDS Support and Education	(910) 347-2154
	Jacksonville Department of Public Safety (Police and Fire)	(910) 455-1472
	Onslow-Regional Behavioral Health Services Area (RHA)	(910) 353-5118
	Onslow-Regional Behavioral Health Services Area (RHA) -Crisis Center	855-345-1200
	Onslow County Health Department	(910) 347-2154

YOUTH CLUBS	Boys and Girls Club of Onslow County	(910) 455-9003
	Jacksonville Parks and Recreation Center	(910) 938-5319
	Onslow County Parks and Recreation	(910) 347-5332

FITNESS	Gold’s Gym	(910) 347-8880
	Courts Plus	(910) 346-3446
	Curves for Women	(910) 346-3663
	Onslow Fitness Center	(910) 455-7274

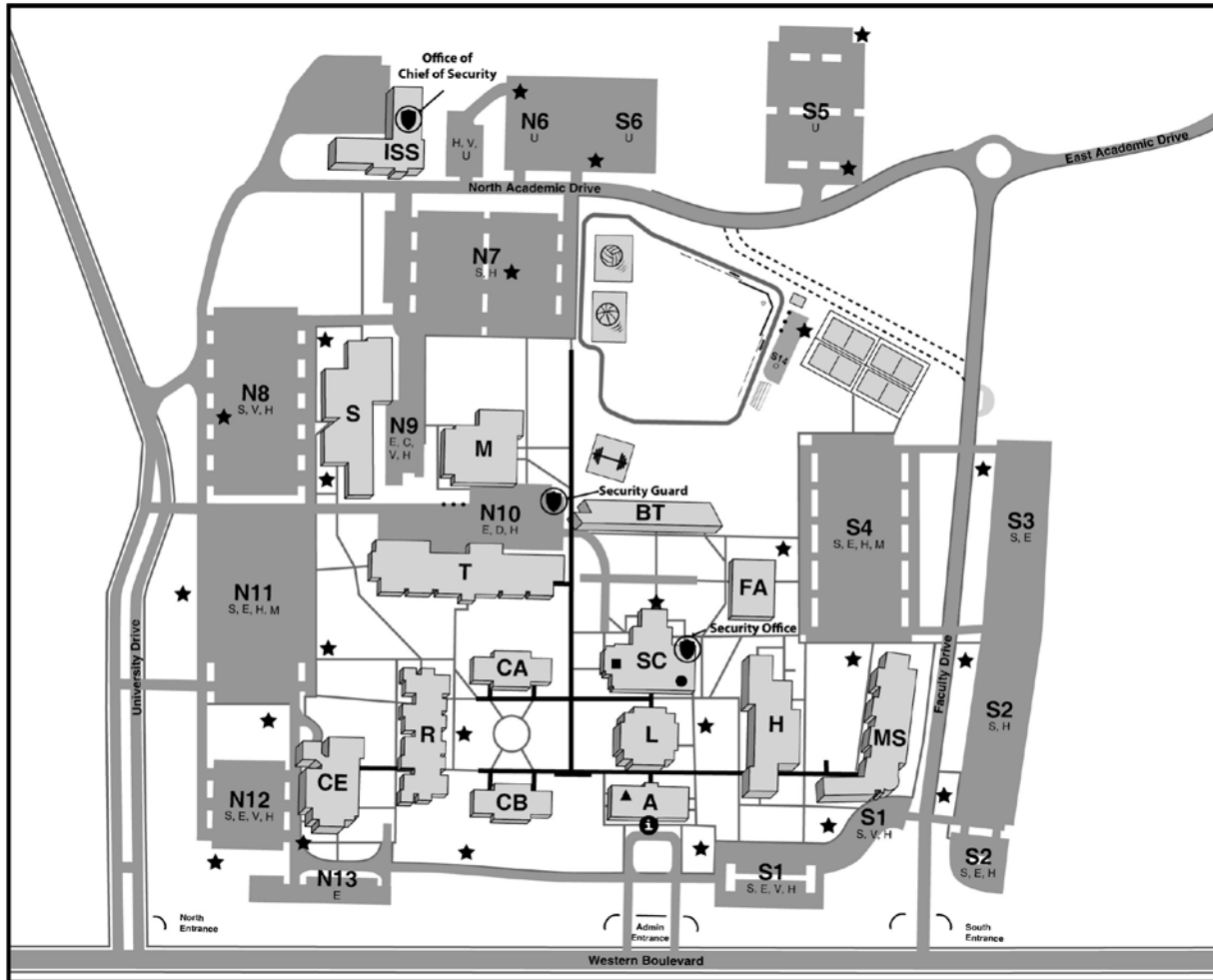
TOLL-FREE SOURCES	Emergency (Local)	911
	AIDS Hotline (Centers for Disease Control)	800-232-4636
	Alcohol 24-Hour Helpline	800-252-6465
	Al-Anon (Teen)	800-344-2666
	Child Abuse Hotline	800-422-4453
	Rehab Program Options Hotline	800-501-9330
	National Institute on Substance Abuse Hotline	800-662-4357
	Carolina’s Poison Control Center	800-222-1222
	Drug and Alcohol Abuse	800-784-6776
	National Council on Alcoholism and Drug Dependency	800-622-2255
	Suicide Hotline/Suicide Prevention Lifeline	800-784-2433
	Youth Crisis Hotline/Youth American Hotline	877-968-8454

Campus Map



Coastal Carolina Community College

444 Western Boulevard • Jacksonville, NC 28546
910.455.1221 • www.coastalcarolina.edu



LEGEND	<ul style="list-style-type: none"> i Information • Admissions ■ Cafeteria • Security Office ▲ UNCW Offices A James Leroy Henderson, Jr. Administration Building BT A. D. Guy Business Technology Building CA Classroom Building A CB Classroom Building B CE Kenneth B. Hurst Continuing Education Building FA Fine Arts Building (Bodenhamer Auditorium) H Health Occupational Science Building L C. Louis Shields Learning Resources Center M Multipurpose Building MS W.D. "Billy" Mills Math and Science Technology Building R Hugh A. Ragsdale Building S James S. Melton Vocational Skills Center SC Student Center T Lloyd P. Respass Trades Building ISS Institutional Support Services Building 	<ul style="list-style-type: none"> — Covered Walkways — Sidewalks ••• Training Vehicle Zone - - - Construction Zone ••••• Service Road — Jogging Track <p>Parking Codes</p> <ul style="list-style-type: none"> C Cosmetology Patrons D Delivery E Employees H Handicapped M Motorcycles O Overflow Parking S Students U Unrestricted V Visitors
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Preparation and Annual Disclosure of Crime Statistics

Introduction

The Coastal Carolina Community College Campus Security Handbook is published in a timely manner and made available each year in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act [20 USC 1092(f)] and the Violence Against Women Reauthorization Act (VAWA) and the Campus Sexual Violence Elimination Act (SaVE) of 2013. This report should be of particular interest to current and potential Coastal students, faculty, and staff. Crime information and summary statistics for the three previous calendar years are provided for review. The full text of this report can be located at <http://www.coastalcarolina.edu>. Enrolled students receive notification of the annual disclosure of this report through registration mailings and listings in the Student Handbook. Faculty and staff receive similar notification through the campus e-mail system. Copies of the report may also be obtained at the Security Services Office located in the Student Center or by calling (910) 938-6290.

Crime statistics represent alleged criminal offenses reported to the Security Services Department or other law enforcement agencies. Collected data do not necessarily reflect prosecutions or convictions for crime. Since some statistics are provided by non-police authorities and anonymous reports, the data are not directly comparable to data from the FBI's Uniform Crime Reporting System, which only collects statistics from police authorities. Incidents reported to the Security Services Department which fall into one of the required reporting classifications will be disclosed as a statistic in the Coastal Security Handbook, which is published in September of each year. Crime terms and definitions are provided in the section titled Crime Classifications. The Security Services Department requests required statistical data from three law enforcement agencies with designated jurisdictions for providing law enforcement services to locations referenced as non-campus property and public property.

Classification and Reporting of Crime Statistics

Classification

The following classifications are used for reporting the crimes for purposes of the U.S. Department of Education Campus Crime and Security Survey. The definitions for murder, robbery, aggravated assault, burglary, motor vehicle theft, drug law violations, and weapon law violations are excerpted in part from the Federal Bureau of Investigation (FBI) Uniform Crime Reporting Handbook. The definitions of forcible and non-forcible sex offenses are excerpted in part from the National Incident-Based Reporting System Edition of the Uniform Crime Handbook. Amendments within the Violence Against Women Reauthorization Act of 2013 (VAWA) define the new crime categories of domestic violence, dating violence and stalking for clarification and reporting purposes.

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

Negligent Manslaughter-The killing of another person through gross negligence.

Sex Offenses, Forcible- Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against a person's will where the victim is incapable of giving consent; includes forcible rape, forcible sodomy, sexual assault with an object, and forcible fondling.

Sex Offenses, Non-Forcible- Unlawful, non-forcible sexual intercourse; includes incest, non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law; and statutory rape, non-forcible sexual intercourse with a person who is under the statutory age of consent.

Robbery-The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of 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 if crime was successfully completed.

Burglary- The unlawful entry of a structure to commit a felony or a theft.

Motor Vehicle Theft - The theft or attempted theft of a motor vehicle includes joyriding.

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

Liquor Law Violations Referred for Disciplinary Action- The violations of laws or ordinances prohibiting the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.) The referral of any person to any official who initiates a disciplinary action will result in a record being kept and may result in the imposition of a sanction.

Liquor Law Arrests- The arrest of an individual by a law enforcement officer for liquor law violation (as defined above) which result in release of the individual without a formal charge; or (2) detention of an individual with the intention of seeking charges against the individual for a specific offense(s) with a record made of the detention.

Drug Law Violations Referred for Disciplinary Action- Violations of state and local laws relating to other unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The referral of any person to any official who initiates a disciplinary action will result in a record being kept and may result in the imposition of a sanction.

Drug Law Arrests- The arrest of an individual by a law enforcement officer for drug law violations (as defined above) which result in (1) release of the individual without a formal charge; or detention of an individual with the intention of seeking charges against the individual for a specific offense(s) with a record made of the detention.

Illegal Weapons Possession Violations Referred for Disciplinary Action- The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned. The referral of any person to any official who initiates a disciplinary action will result in a record being kept and may result in the imposition of a sanction.

Illegal Weapons Possession Arrests- The arrest of an individual by a law enforcement officer for illegal weapons possession violations (as defined above) which result in (1) release of the individual without a formal charge; or (2) detention of an individual with the intention of seeking charges against the individual for a specific offense(s) with a record made of the detention.

Larceny/Theft- The unlawful removal of property and/or receipt of known stolen property with the intent of permanently depriving the rightful owner.

Simple Assault- An unlawful physical attack during which the offender does not display a weapon and/or the victim does not suffer severe bodily injury. Unwanted fondling for sexual gratification is a forcible sex offense, not simple assault.

Intimidation- The use of threats and/or actions to inhibit lawful activity or to persuade unlawful activity.

Property Destruction/Vandalism- The unlawful act of damage or vandalism to commercial and/or personal property.

Domestic Violence- 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:

- Attempting to cause bodily injury, or intentionally causing bodily injury; or
- 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
- Committing any act defined in G.S. 14-27.2 through G.S. 14-27.7.

For purpose of this section, the term "personal relationship" means a relationship wherein the parties involved:

- Are current or former spouses;
- Are persons of opposite sex who live together or have lived together;
- Are related as parents and children, including other 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;
- Have a child in common;
- Are current or former household members;

Dating Violence– Violence committed by a person.

- Who is or has been in a social relationship or a romantic or intimate nature with the victim; and
- Where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - The length of the relationship;
 - The type of relationship; and
 - The frequency of interaction between the persons involved in the relationship.

Stalking– 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:

- Fear for the person’s safety or the safety of the person’s immediate family or close personal associates.
- Suffer substantial emotional distress by placing that person in fear of death, bodily injury, or continued harassment.

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

1. **Race:** A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair, facial features, etc.) genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind (e.g., Asians, Blacks, Whites, etc.).
2. **Gender:** A preformed negative opinion or attitude toward a group of persons because those persons are male or female.
3. **Disability:** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.
4. **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, etc.).
5. **National Origin:** Birth nationality.
6. **Sexual Orientation:** A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex (e.g., Gays, Lesbians, Heterosexuals, etc.).
7. **Ethnicity:** An ethnic group, a social group that shares a common and distinctive culture, religion, language, or the like.
8. **Gender Identity:** Refers to a person’s innate, deeply felt psychological identification as a man, woman or some other gender, which may or may not correspond to the sex assigned to them at birth.

Geographic Classifications

On Campus

- Any building or property owned or controlled by Coastal Carolina Community College within the same reasonable contiguous geographic area and used by the College in direct support of or in a manner related to the College’s educational purposes; and
- Any building or property that is within or reasonably contiguous to the area identified in item “1” above, that is owned by the College but controlled by another person and is frequently used by students and supports College purposes (such as food or retail vendors).

Non-Campus Building or Property

- Any building or property owned by a student organization that is officially recognized by the College; or
- Any building or property owned or controlled by the College that is used in direct support of or in relation to the College's educational purposes, is frequently used by students, and is not within the same reasonable contiguous geographic area of the College.

Public Property

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

In order to inform students and employees concerning the frequency of major crimes on campus by offense and geographic location, three years of summary statistics are published for review. Statistics are also available on the College website at www.coastalcarolina.edu.

2013-2015 Summary of Crime Statistics

Offense	Location	Year 2013	Year 2014	Year 2015
Murder/Non-Negligent Manslaughter	On Campus	0	0	0
	Non-campus	0	0	0
	Public Property	0	0	0
Negligent Manslaughter	On Campus	0	0	0
	Non-campus	0	0	0
	Public Property	0	0	0
Rape	On Campus	0	0	0
	Non-campus	0	0	0
	Public Property	0	0	0
Fondling	On Campus	0	0	0
	Non-campus	0	0	0
	Public Property	0	0	0
Incest	On Campus	0	0	0
	Non-campus	0	0	0
	Public Property	0	0	0
Statutory Rape	On Campus	0	0	0
	Non-campus	0	0	0
	Public Property	0	0	0
Robbery	On Campus	0	0	0
	Non-campus	0	0	0
	Public Property	0	0	0
Aggravated Assault	On Campus	0	0	0
	Non-campus	0	0	0
	Public Property	0	0	0
Burglary	On Campus	0	0	0
	Non-campus	0	0	0
	Public Property	0	0	0
Motor Vehicle Theft	On Campus	2	0	0
	Non-campus	0	0	0
	Public Property	0	0	0
Arson	On Campus	0	0	0
	Non-campus	0	0	0
	Public Property	0	0	0
Liquor Law Violations Referred for Disciplinary Action	On Campus	0	0	0
	Non-campus	0	0	0
	Public Property	0	0	0
Liquor Law Arrests	On Campus	0	0	0
	Non-campus	0	0	0
	Public Property	0	0	0
Drug Law Violations Referred for Disciplinary Action	On Campus	0	0	0
	Non-campus	0	0	0
	Public Property	0	0	0
Drug Law Arrests	On Campus	0	0	0
	Non-campus	0	0	0
	Public Property	0	0	0
Illegal Weapons Possession Violations Referred for Disciplinary Action	On Campus	1	0	1
	Non-campus	0	0	0
	Public Property	0	0	0
Illegal Weapons Possession Arrests	On Campus	1	0	2
	Non-campus	0	0	0
	Public Property	0	0	0

2013-2015 Summary of Violence Against Women Act (VAWA) Statistics

Offense	Location	Year 2013	Year 2014	Year 2015
Domestic Violence	On Campus	0	0	0
	Non-campus	0	0	0
	Public Property	0	0	0
Dating Violence	On Campus	0	0	0
	Non-campus	0	0	0
	Public Property	0	0	0
Stalking	On Campus	0	0	0
	Non-campus	0	0	0
	Public Property	0	0	0

Classification and Reporting of Hate Crime Statistics

Classifications

In 1998, federal law was enacted that amended the Higher Education Act of 1965 and now includes Campus Hate Crimes Right to Know Act of 1997. This act requires institutions of higher education to collect and report statistics concerning the occurrence on campus of all criminal incidents that manifest evidence of a hate crime. Hate crime is defined by the Federal Bureau of Investigation (FBI) Uniform Crime Reporting system as an offense and/or any other crime involving bodily injury that manifests evidence that the victim was intentionally selected because of the perpetrator's bias. Defined categories of bias include race, gender, religion, sexual orientation, national origin, or disability.

In order to inform students and employees concerning the frequency of hate crimes by offense and geographic location, three years of summary statistics are published for review. Statistics are also available on the College website at www.coastalcarolina.edu.

2013-2015 Summary of Hate Crime Statistics

Offense	Location	Year 2013								Year 2014								Year 2015							
		Categories of Prejudice*																							
		R	G	D	RE	NO	SO	E	GI	R	G	D	RE	NO	SO	E	GI	R	G	D	RE	NO	SO	E	GI
Murder/Non-Negligent Manslaughter	On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Non-campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Negligent Manslaughter	On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Non-campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Rape	On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Non-campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Fondling	On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Non-campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Incest	On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Non-campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Statutory Rape	On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Non-campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Robbery	On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Non-campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Aggravated Assault	On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Non-campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Burglary	On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Non-campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Motor Vehicle Theft	On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Non-campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Arson	On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Non-campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Larceny/Theft	On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Non-campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Simple Assault	On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Non-campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Intimidation	On Campus	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Non-campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Property Destruction/Vandalism	On Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Non-campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Public Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

*** Categories of Prejudice**
R = Race
G = Gender
D = Disability
E = Ethnicity
RE = Religion
NO = National Origin
SO = Sexual Orientation
GI = Gender Identity



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