



WINSTON-SALEM
STATE UNIVERSITY

Annual Security & Fire Safety Report 2023

Crime Years: 2020, 2021, 2022

601 S. Martin Luther King Jr. Drive
Winston-Salem, NC 27110





WINSTON-SALEM STATE UNIVERSITY

Annual Security & Fire Safety Report 2023

TABLE OF CONTENTS

A LETTER FROM CHANCELLOR GRAHAM	1	<i>Residential Student Information:</i>	11
A LETTER FROM CHIEF OF POLICE & DIRECTOR OF PUBLIC SAFETY AMIR HENRY	2	TIMELY WARNING NOTIFICATION	12
PREPARATION OF THE ANNUAL SECURITY AND FIRE SAFETY REPORT AND DISCLOSURE OF CRIME STATISTICS	3	EMERGENCY NOTIFICATIONS-RAMALERTS	13
PUBLICLY AVAILABLE RECORD-KEEPING	3	Procedures for Disseminating Emergency Information to the Greater Community	13
REPORTING CRIMES AND OTHER EMERGENCIES	3	Enrolling in the University's Emergency Notification System	14
Reporting to University Police	3	EMERGENCY RESPONSE AND EVACUATION PROCEDURES	14
Emergency Call Boxes	4	Emergency Management at WSSU	14
Rave Guardian Mobile Application	4	General Campus Emergency Procedures: Shelter in Place/Lockdown	14
<i>Receive RamAlert Emergency Communications:</i>	4	General Campus Emergency Procedures: Fire/Explosion	14
<i>Virtual Escort and Timer:</i>	4	Drills, Exercises, and Training	14
<i>Emergency Call Button:</i>	4	SECURITY OF AND ACCESS TO UNIVERSITY FACILITIES	15
Reporting to Campus Security Authorities (CSA's)	5	Special Considerations for Residence Hall Access.....	15
Confidential Reporting	5	Security Considerations for the Maintenance of Campus Facilities..	15
Daily Crime and Fire Log	5	CRIME PREVENTION & SAFETY AWARENESS PROGRAMS	15
ABOUT WSSU POLICE AND PUBLIC SAFETY	5	Safety, Security, & Crime Prevention Programs	15
Working Relationship with Local, State, and Federal Law Enforcement Agencies	6	CRIME PREVENTION TIPS	16
Monitoring and Recording of Criminal Activity of Non-Campus Locations	6	On-Campus Residents	16
ACCESSIBILITY TO INFORMATION AND NON-DISCRIMINATION POLICY	6	General Security Habits	17
Voluntary Reporting for the Inclusion in Crime Statistics	7	Safety While Driving	17
Unfounded Reports	7	Safety While Walking	18
CLERY ACT QUALIFYING CRIME DEFINITIONS	8	STUDENT CONDUCT	18
Hate Crimes	9	<i>Student Rights, Responsibilities, & Conduct at WWSU</i>	19
Clery Geography Definitions	10	<i>The Office of Community Standards & Civility</i>	19
ANNUAL DISCLOSURE OF CRIME STATISTICS	11	<i>Parental Notification Policy</i>	20
Missing Student Notification Procedures	11	<i>Disclosure of Disciplinary Proceedings Results</i>	20
<i>Policy Statement</i>	11	WSSU POLICIES GOVERNING ALCOHOL AND OTHER DRUGS	20
		Drug-Free Schools and Communities Act	20
		Winston-Salem State University Alcohol Policy	20

<i>Executive Summary</i>	20	Ensuring Impartiality	38
<i>Policy Statement</i>	20	Resolution of a Formal Complaint	38
<i>Guidelines</i>	20	Disability Accommodations in the Resolution Process	43
<i>Enforcement of State Underage Drinking Laws</i>	21	Appeal Procedures	43
<i>Winston-Salem State University Illegal Drugs Policy</i>	22	Sanctions Status During the Appeal	43
<i>Enforcement of Federal and State Drug Laws</i>	24	Failure to Comply with Sanctions and/or Responsive Actions	43
Risks Associated with Drug and Alcohol Abuse	25	Withdrawal or Resignation Before Complaint Resolution	44
Drug and Alcohol Abuse Education Programs	26	Informal Resolution Process (IRP)	44
<i>Resources for Students</i>	26	Public Notifications and Recordkeeping	45
<i>Resources for Employees</i>	26	Revision of the Policy and these Procedures	45
The Drug and Alcohol Prevention Program (DAAPP)	26	STUDENTS' CODE OF CONDUCT	46
<i>The Title IX Office Response to Sexual Misconduct and Gender-Based Violence</i>	26	Sex Offender Registration	58
Defining Clery Act Crimes under the Violence against Women Act Amendments	27	ANNUAL FIRE SAFETY REPORT	59
Defining Rape, Sexual Assault, Dating Violence, Domestic Violence, Stalking, and Consent in North Carolina	28	Definitions	59
<i>First Degree Forcible Rape</i>	28	On-Campus Residence Halls Fire Safety Systems	60
<i>Second Degree Forcible Rape</i>	28	Fire/Life Safety Provisions.....	60
<i>First Degree Forcible Sexual Offense</i>	28	Rules and Policies Governing Residence Halls	61
<i>Second Degree Forcible Sexual Offense</i>	29	<i>Portable Electrical Appliances Electrical Appliances/ Equipment</i>	61
<i>First-degree statutory rape.</i>	29	<i>Cooking/Food Preparation</i>	61
<i>Domestic Violence</i>	29	<i>Refrigerator Policy</i>	61
<i>Stalking</i>	29	<i>Smoking</i>	61
Consent	29	<i>Open Flames</i>	61
<i>Dating Violence</i>	30	<i>Fire and Life Safety Policy</i>	62
Dating Violence	30	Policy Regarding Fire Safety Education and Training Programs	62
Procedures Victims Can Follow and Preservation of Evidence	30	<i>Fire Evacuation Procedures</i>	63
<i>Reporting Incidents</i>	31	<i>Procedures:</i>	63
Victim Confidentiality	31	Housing & Residence Life Fire Safety Evacuation Residence Hall Protocol	63
Supportive Measures	32	<i>Residence Hall Evacuation Sites</i>	63
ADDITIONAL RESOURCES	32	<i>Fire Drills</i>	63
Emergency Resources and Law Enforcement	32	Plans for Future Improvements in Fire Safety at WSSU	63
How to be an Active Bystander.....	33	ANNUAL DISCLOSURE OF FIRE STATISTICS	64
Risk Reduction.....	33	Clery Act Crime Statistics	64
<i>Health Care Options (Off campus) to seek treatment for injuries and preventative treatment for STIs</i>	33	On-Campus Student Housing Facility Fire Safety System	67
<i>Local Rape Crisis Center</i>	33		
<i>Campus Confidential Resources</i>	33		
<i>Other Campus Resources</i>	33		
Interpersonal Violence Prevention	35		
Reports to Required Employees	37		
No Time Limits on Reporting	37		
Emergency Removal	37		
Confidentiality/Privacy	37		
False Allegations and Evidence	38		
Amnesty	38		



“

A critical part of fostering such an atmosphere is ensuring that our university is a safe place to learn and work.

A Letter From Chancellor Graham

Dear Campus Community:

With the unveiling of a bold and innovative strategic plan, the next seven years of Winston-Salem State University's existence will be a period of inspirational discovery, boundless achievement, and expansive engagement for our students as well as the faculty, staff, and stakeholders that support them. As we endeavor to “Unleash the Genius” in our Ram Family, we have committed to transform our campus environment into one that nurtures personal and professional growth for every individual while concurrently encouraging the highest standards of excellence.

A critical part of fostering such an atmosphere is ensuring that our university is a safe place to learn and work. Each member of the campus community plays an important role in assuring that our university remains secure by utilizing best practices to deter crime and avoid danger. Collectively, we hope that our efforts create an environment that supports our core values and advances the university's mission.

This annual report contains information about campus safety, including statistics about crimes on or near campus and on-campus fires. Additionally, it addresses our efforts to combat sexual assault, substance abuse, and violence.

We know that you will find this report valuable. Personal safety is everyone's responsibility, and we need your assistance fostering a safe and secure WSSU. Please review this information carefully as your health, safety, and well-being are of utmost important to us.

Sincerely,
Anthony Graham
Interim Chancellor



A Letter from Chief of Police & Director of Public Safety Amir Henry

Dear members of the Winston-Salem State University community,

As a CALEA Accredited agency within the University of North Carolina System, the Winston-Salem State University Police and Public Safety Department is dedicated to providing protection and service to our campus community. Our primary goal is to ensure the safety of life, property, and promote crime prevention.

We sincerely appreciate your time in reviewing our annual security report. This comprehensive document covers various topics related to campus security and personal safety, including crime prevention, campus law enforcement authority, crime reporting policies, disciplinary procedures, and other important security matters. Additionally, it provides essential contact information for law enforcement agencies, key campus offices, and local resources. The report also includes crime statistics from the past three years, summarizing incidents that occurred on campus, non-campus property controlled by the university, and public areas.

The data compiled in our report is gathered from reports submitted by Campus Security Authorities, the Office of Community Standards and Civility, the Office of Title IX, and local law enforcement. We are fully committed to ensuring that students, faculty, staff, and visitors can enjoy their time on campus, be productive, innovative, and thrive in a safe environment.

Winston-Salem State University Police and Public Safety works closely with various campus partners, including Athletics, the Dean of Students, EEO/AA and Diversity, Emergency Management, Housing and Residence Life, Human Resources, Legal Affairs, Community Standards and Civility, and the Wellness Center. We extend our gratitude to these partners for their unwavering dedication in helping us maintain a secure community.

If you reside, study, or work within our campus community, we strongly encourage you to consider downloading the Rave Guardian

“

Our primary goal is to ensure the safety of life, property, and promote crime prevention.

app on your smartphone. This powerful app allows students, faculty, and staff to connect with our department through text or phone. With Rave Guardian, you can discreetly contact the police, stay informed about important updates, avoid traveling alone, access campus resources, and most importantly, have the confidence to report any suspicious activities, knowing that help is on the way.

Moreover, the Rave Guardian app includes a directory of other valuable resources available on campus. It is free to download from Google Play or the App Store.

We welcome any ideas, concerns, or requests for safety-related training from community members. Please feel free to contact our department if you would like to discuss these matters further. Our dedicated Police and Public Safety team fully supports Interim Chancellor Anthony Graham in his commitment to creating a secure and supportive environment at Winston-Salem State University. If you have any questions, comments, or concerns, please don't hesitate to visit us at the Patricia Norris Safety Building behind Carolina Hall.

Thank you for your attention and ongoing support in maintaining a safe community.

Sincerely,
Amir A. Henry
Chief of Police/Director of Public Safety.



Preparation Of The Annual Security And Fire Safety Report And Disclosure Of Crime Statistics

Winston Salem State University provides this Annual Security Report and Annual Fire Safety Report in compliance with the Disclosure of Campus Security Policy and Campus Crime Statistics Act, 20 U.S.C. §1092(f), also known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). The purpose of the Clery Act is to provide important information about the safety and security of college communities to enable people to make informed decisions about college for educational or employment purposes.

The responsibility for preparing this report falls upon the Clery Act Compliance Committee, which includes, but is not limited to, the Winston Salem State University Police and Public Safety, Title IX, Student Affairs, Offices of Community Standards and Civility, Housing and Residence Life, Athletics, and Environmental Health and Safety. The University compiles and publishes this report with the purpose of informing the Winston Salem State University community about campus security policies, procedures, and crime prevention programs. This report includes incidents reportable under the Clery Act that have occurred within the Clery Act Geography in the previous three calendar years and have been reported to Campus Security Authorities or certain external law enforcement agencies.

Community members receive an annual notice in a university-wide email from the Integrated Marketing and Communications Department that informs them of the annual security and fire safety report, a brief description of its contents, information regarding the availability of the report, and the electronic address to access the report. A hardcopy may be requested from the Winston Salem State

University Police and Public Safety located 601 S. Martin Luther King Jr. Drive, Winston Salem, NC 2710. Notice of the availability of this report is made to enrolled and prospective students, and current and prospective employees, by Oct. 1 of each year

Publicly Available Record-Keeping

Winston-Salem State University ensures that all publicly available record keeping, including Clery Act reporting and disclosures, does not contain any personal information.

Reporting Crimes And Other Emergencies

If crimes are never reported, little can be done to help other community members from also becoming victims. We encourage the Winston-Salem State University community to promptly report crimes and participate in crime prevention efforts. The university community will be much safer when all community members participate in safety and security initiatives. The Winston-Salem State University Police and Public Safety urge all campus community members to engage in WSSU's "See Something" campaign by reporting crimes, emergencies, and suspicious behaviors.

REPORTING TO UNIVERSITY POLICE

Winston-Salem State University encourages accurate and prompt reporting of all crimes to the University Police Department and local law enforcement agencies. University Police have a dispatch center that is available by phone and the Rave Guardian App.



WSSU UNIVERSITY POLICE:

Emergency: (336) 750-2911
Non-Emergency: (336) 750-2900

WINSTON-SALEM POLICE DEPARTMENT:

Emergency: 911
Non-Emergency: (336) 773-7700

Crimes and emergencies can be reported in person twenty-four hours a day, seven days a week, at the University Police Department, located at the Police and Public Safety building behind Carolina Hall. WSSU encourages accurate and prompt reporting of all crimes when the victim elects to do so or when the victim is unable to make such a report. If you witness a crime in which the victim is unable to report, we encourage you to report the incident immediately.

Though there are many resources available on campus, the University Police should be notified of any crime to ensure that WSSU can evaluate any security concerns and inform the community if there is a significant threat to the WSSU community. For more information regarding the efforts Campus Police conduct to educate the community in instances of significant threats, please read the sections titled Timely Warning and Emergency Notifications.

EMERGENCY CALL BOXES

The university has installed more than 60 emergency call boxes (blue light phones) throughout campus for use when University Police assistance is needed. These call boxes are strategically located in prominent places on campus, including parking, areas outside the residence halls and administrative buildings, and other areas commonly used by students, faculty, and staff. The emergency call boxes are monitored 24 hours and provide direct voice communications to the Campus Police Communication Center. By pressing the red button on the phone, users can communicate directly with one of our emergency communications personnel. In addition, the location of the emergency call box is digitally displayed on on-campus police computers so that the Campus Police can be made aware of where the call is coming from.

RAVE GUARDIAN MOBILE APPLICATION

WSSU’s Rave Guardian mobile application puts safety right into the hands of students, faculty and staff. The app can be downloaded free to an Apple or Android device for on the go and is an easy way to connect with WSSU University Police.

Rave Guardian is used on campuses around the country and enables increased safety through a two-way communication channel between the campus community and safety officials. Users can directly access police and 911 emergency services from their devices, share their location with friends, and anonymously submit tips about potential campus safety issues to campus police.

Rave Guardian app empowers users to:

- Report tips to WSSU Police & Public Safety
- Rave Guardian uses a two-way texting system
- Sending tips is a discrete and fully anonymous process
- You can include photos, videos, and locations
- Tips can include:
 - Dangerous situations
 - Suspicious activity
 - Mental health concerns
 - Sexual assault

RECEIVE RAMALERT EMERGENCY COMMUNICATIONS:

Emergency notifications will come through loud and clear, even if you do not have a cell signal.

VIRTUAL ESCORT AND TIMER:

This feature will make sure that you never walk alone.

EMERGENCY CALL BUTTON:

You can connect directly with WSSU University Police with the touch of a button.

REPORTING TO CAMPUS SECURITY AUTHORITIES (CSA'S)

While the university prefers that community members promptly report all crimes and other emergencies directly to the Campus Police at 336-750-2911 (emergency) or 336-750-2900 (non-emergency), we also recognize that some may prefer to report to other individuals or university offices. The Clery Act recognizes that certain officials and offices as Campus Security Authorities. The act defines these individuals as "officials of an institution who have significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, athletics, and Title IX office. An official is defined as any person who has the authority and the duty to act or respond to specific issues on behalf of the institution.



OFFICIAL	CAMPUS ADDRESS	PHONE NUMBER
WSSU Police and Public Safety	Patricia D. Norris Police & Public Safety Building	336-750-2911
Vice Chancellor for Student Affairs	Thompson Center, Room 307	336-750-3206
Office of the Dean of Students	Thompson Center, 303	336-750-3356
Office of Community Standards and Civility	Thompson Center, 303	336-750-3356
The Office Housing and Residence Life, including all RA's, HD's & AC's	Thompson Center, 307 (Main Office)	336-750-3400
Title IX Office	Blair Hall, Suite 123	336-750-8758

**Crimes that are reported to these individuals will be evaluated for making timely warning reports, as well as for the inclusion of the incident in the annual statistic.*

While the university has identified several hundred CSA's, we officially designate the offices above as places where campus community members may report crimes.

CONFIDENTIAL REPORTING

Students who wish to seek support services and wish that the information be kept confidential may do so at the Counseling Center located in A.H. Ray Student Health Building, 1st floor.

According to the Clery Act, pastoral and professional counselors who are appropriately credentialed and hired by WSSU to serve in a counseling role are not considered Campus Security Authorities (CSA). Therefore, all services afforded to students at the WSSU Counseling Center are confidential except in circumstances where mental health providers are allowed by North Carolina state law to disclose information to other entities both within and outside of the campus community. This level of confidentiality is vital to both those receiving counseling services as well as victims of abuse. Circumstances, where confidentiality may be waived include when the client gives permission to do so and when the client poses a threat to themselves or others. In addition, professional and pastoral counselors have the option to report crimes on a voluntary, confidential basis for the inclusion in the annual disclosure of crime statistics when

they deem appropriate. This reporting in no way compromises the confidentiality of professional and pastoral counselors under North Carolina state law. WSSU does not have pastoral counselors.

As always, anyone may call the Campus Police at 336-750-2911 to report suspicious activity or share concerns regarding public safety matters. Callers may remain anonymous.

DAILY CRIME AND FIRE LOG

WSSU Campus Police and Public Safety maintains a combined Daily Crime and Fire Log. This log contains all crime and fire incidents reported to University's Police. This log can be viewed online at [Daily Crime/Fire Log](#) or is available upon request by visiting University Police at the Patricia D. Norris Police & Public Safety Building.

About WSSU Police and Public Safety

The Winston-Salem State University Police Department (UPD) is accredited by CALEA and protects and serves the university community 24 hours a day, 365 days a year. UPD is committed to enhancing the quality of life of the campus community, integrating

the best practices of public policing, and providing services with the highest standards of professionalism. The UPD includes a staff of approximately 30 personnel, including the chief's office, administrative services, accreditation, patrol, investigations, telecommunications, and security.

WSSU Police Officers are sworn full-time police officers who are state certified by the North Carolina Criminal Justice Training and Standards Commission. They must receive Basic Law Enforcement Training before being declared as police officers. Upon successful completion of Basic Law Enforcement Training, officers are placed on a one-year probationary period. Enforcement powers are derived from the state of North Carolina as each officer receives their commission in accordance with provisions outlined in N.C.G.S. 116-40.5. Sworn officers employed by UPD have complete authority to enforce local, state, and federal laws on all property owned or leased by the university and on streets that run through, are adjacent to or border the campus. UPD has the same authority as municipal police officers in North Carolina, being authorized to carry firearms and empowered to make arrests. When additional police officers from other agencies are hired by the UPD, these officers may exercise arrest authority for special events on any part of the university. The university also employs non-sworn security officers who do not have arrest authority and whose jurisdiction is confined to the university property.

Police Officer training occurs regularly through the department's training program. Training includes, but is not limited to, mandated in-service training, crime prevention strategies, firearms instruction and requalification, rapid deployment and active shooter, CPR, interview and interrogation, and interpersonal communications.

WORKING RELATIONSHIP WITH LOCAL, STATE, AND FEDERAL LAW ENFORCEMENT AGENCIES

The UPD shares concurrent law enforcement jurisdiction on the adjacent public streets, areas and in communities surrounding the university owned and controlled properties and cooperate fully with the Winston Salem Police Department (WSPD) on the main campus, and other local, state, and federal law enforcement agencies. When additional sworn officers from local law enforcement agencies are hired by the university, those officers may exercise arrest authority throughout campus. All offenses committed on WSSU property are investigated by the UPD, except homicides and sexual assaults which are investigated by the City of Winston Salem Police Department. Upon request of the UPD, and through mutual aid agreement, Winston Salem Police Department, Kernersville Police Department and/or the Forsyth County Sheriff's Department will aid in the investigation of major criminal cases deemed beyond the resources available to the UPD. The UPD maintains operational Memorandums of Understanding with Winston Salem Police Department in accordance with applicable statutes. UPD officers may also work in collaboration with other law enforcement agencies in incidents involving campus community members or requiring inter-agency law enforcement collaboration.

MONITORING AND RECORDING OF CRIMINAL ACTIVITY OF NON-CAMPUS LOCATIONS

WSSU relies on its close working relationships with WSPD and other local law enforcement agencies to receive information about incidents involving WSSU's students off-campus. Currently, there are no officially recognized student organizations off-campus. Nevertheless, in coordination with local law enforcement agencies, UPD will actively investigate certain crimes occurring on or near campus. If UPD learns of criminal activity involving students or student organizations, it will coordinate with the appropriate external agency and forward information about the situation to the Division of Student Affairs, as necessary. UPD requires all recognized student organizations to abide by federal, state, local laws and university regulations. UPD may become involved in off-campus conduct when a student engages in behavior on or off-campus, which jeopardizes the integrity of the university.

Accessibility to Information and Non-Discrimination Policy

Winston-State University is committed to the policy that all persons shall have equal access to programs, facilities, admission, and employment without regard to personal characteristics not related to ability, performance, or qualifications as determined by university policy or state or federal authorities.

Equal Employment Opportunity & Nondiscrimination Policy
University Group Policy 900.16

I. Executive Summary

It is the policy of the State of North Carolina to provide equal opportunity in education and employment to all qualified persons and to prohibit discrimination based on race, color, national origin, creed, religion, sex, sexual orientation, age, veteran status, disability, genetic information or political affiliation, except where religion, sex or age are bona fide job-related employment requirements. Winston-Salem State University prohibits sexual harassment, including sexual violence. The Director of EEO/AA and Diversity Officer has been designated to handle inquiries regarding non-discrimination policies and to serve as the overall campus Title IX Coordinator, EEO/AA, and Diversity Officer. For further information on notice of nondiscrimination, contact the campus Title IX Coordinator, Office of Equal Employment Opportunity/Affirmative Action and Diversity 115 Blair Hall, Winston-Salem State University, Winston-Salem, North Carolina, 27110, 336-750-8759 or visit Office of Civil Rights - Department of Education.

II. Policy Statement

In furtherance of this policy, Winston-Salem State University prohibits retaliatory action of any kind taken by any employee of Winston-Salem State University against any other employee or applicant for employment because that person made a charge, testified, assisted or participated in any manner in a hearing, proceeding or investigation of employment discrimination.



To ensure that equal employment opportunity exists throughout the university, a results-oriented program will be implemented to overcome the effects of past discrimination and to eliminate any artificial barriers to employment opportunities for all qualified individuals that may exist in any of our programs. This program shall ensure greater utilization of all persons by identifying the underutilized groups in the workforce and making special efforts to increase their participation in recruitment, selection, training and development, upward mobility programs, and many other terms, conditions, or privileges of employment.

III. *Roles and Responsibilities*

Program objectives and timetables shall be established to reduce and eliminate underutilization through the equal employment opportunity plan and program. Responsibility for the development of this plan and program is assigned to the Equal Employment Officer. However, responsibility for the implementation of and compliance progress of this program will be presented to the Chancellor by the Equal Employment Officer.

Any individual with a concern, grievance, or complaint of discrimination, harassment, or retaliation should seek redress through the Office of Equal Employment Opportunity/Affirmative Action & Diversity.

IV. *Applicability*

This policy applies to all Winston-Salem State University faculty, students, and staff.

V. **Compliance**

This is in keeping with Title VII of the Civil Rights Act of 1964 as amended, Executive Order 11246, the Rehabilitation Act of 1973, the Civil Rights Restoration Act of 1988, the Americans with Disabilities Act of 1990, NC G.S. 126- 16 and 126-17, and other applicable Federal and State laws. Consistent with the policy of the State of North Carolina, WSSU is an equal opportunity employer.

For further information on the notice of nondiscrimination, contact the EEO Director at ContactEEO@wssu.edu.

Office of Equal Employment Opportunity/Affirmative Action and Diversity
214 Eller Hall, Winston-Sale State University,
Winston-Salem, NC, 27110
336-750-8653

Or by visiting the website of: [The Office of Civil Rights, United States Department of Education](#)

VOLUNTARY REPORTING FOR THE INCLUSION IN CRIME STATISTICS

Victims or witnesses that wish to report crimes on a voluntary, confidential basis for the inclusion in the annual disclosure of crime statistics may contact the Clery Act Compliance Coordinator and request a copy of the Reporting Form. Once the form is completed, it may be submitted to the Clery Act Compliance Coordinator.

UNFOUNDED REPORTS

An institution may not withhold , of subsequently remove, a reported crime form it crime statistics based on a decision, by a court, corner, jury , prosecutor, or other non-campus official.

Only sworn or commissioned law enforcement personnel can make a formal determination that an incident report was false or baseless when making the crime report “unfounded.” Crime reports can be appropriately determined to be false only if the evidence from a complete and thorough investigation establishes that the crime reported was not completed or attempted in any matter.



Clery Act Qualifying Crime Definitions

These definitions are taken from the FBI Uniform Crime Reporting (UCR) handbook and are required to be used for the classification of crimes that fall within the Clery Act within Clery Geography that are reported to a campus security authority. Clery Act reporting does not require an investigation or disclosing personal information, about the victim as defined in the Violence Against Women Act of 1994.

CRIME	DEFINITIONS
Aggravated Assault	An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is accompanied using a weapon or by means likely to produce death or great bodily harm (included attempted Criminal Homicide and if an injury occurred or not).
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.
Burglary	The unlawful entry of a structure to commit a felony or theft. (Includes forced and non-forced entry).
Dating Violence	Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of: <ol style="list-style-type: none"> a. The length of the relationship. b. The type of relationship. c. The frequency of interaction between the persons involved in the relationship.
Domestic Violence	A felony or misdemeanor crime of violence committed by: <ol style="list-style-type: none"> a. A current or former spouse or intimate partner of the victim. b. By a person with whom the victim shares a child in common. c. By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner. d. By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or e. By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
Drug/Narcotic Violations	The unlawful possession, distribution, sale, purchase, use, transportation, importation, cultivation, and/or manufacturing of any controlled drug or narcotic substance and the equipment or devices utilized in their preparation and/or use. *Drawn from the State Statutes and County/Local Ordinances.
Illegal Weapon Violations	The unlawful possession or control of any firearm, deadly weapon, illegal knife, or explosive device while on the property of Winston Salem State University except as required in the lawful course of business (i.e., sworn law enforcement personnel). *Drawn from the State Statutes and County/Local Ordinances.
Liquor Law Violations	The unlawful possession, sale, transportation, manufacturing, furnishing alcohol to a minor (under 21 years), or maintaining an unlawful drinking place. The Clery Act does not require reporting of public drunkenness or DUI/DWI offenses. *Drawn from State Statutes and County/Local Ordinances.
Motor Vehicle Theft	The theft or attempted theft of a motor vehicle. (e.g., cars, trucks, buses, motorcycles, motor scooters, mopeds, all-terrain vehicles, golf carts, etc.).
Murder	The willful (non-negligent) killing of a human being by another.
Manslaughter by Negligence	The killing of another person through gross negligence.
Robbery	The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
Sexual Assault	Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.
Fondling	The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
Incest	Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
Rape	Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
Statutory Rape	Sexual intercourse with a person who is under the statutory age of consent.

CRIME	DEFINITIONS
Stalking	<p>Engaging in a course of conduct directed at a specific person that would cause a reasonable person to Fear for the person's safety or the safety of others; or suffer substantial emotional distress.</p> <ol style="list-style-type: none"> <i>Course of conduct</i> means two or more acts, including, but not limited to acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property. <i>Reasonable person</i> means a reasonable person under similar circumstances and with similar identities to the victim. <i>Substantial emotional distress</i> means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
Larceny/Theft (hate crimes only)	<p>The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Included pocketpicking, purse snatching, shoplifting, theft from building, theft from a motor vehicle, theft of motor vehicle parts or accessories, and all other larcenies.</p>
Simple Assault (hate crimes only)	<p>Unlawful physical attack by one person upon another where neither the offender displays a weapon nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.</p>
Destruction of Property/ Vandalism (hate crimes only)	<p>To destroy willfully or maliciously, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.</p>
Intimidation (hate crimes only)	<p>To unlawfully place another person in reasonable fear of bodily harm using threatening words and/ or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.</p>

HATE CRIMES

Hate crimes must also be counted in Clery Act crime statistics. Hate Crimes can involve one or more of the previously described crimes, as well as the crimes below, that are shown or suspected to have been motivated by bias against any person or group of persons, or the property of any person or group of people, based upon the perception that the person or group has one or more of the following characteristics:

- **Ethnicity:** A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.
- **National Origin:** A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth. This bias may be against people that have a name or accent associated with a national origin group, participate in certain customs associated with a national origin group, or because they are married to or associate with people of a specific national origin.
- **Race:** A performed negative opinion or attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair, facial features, etc.) genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind (e.g., Asians, blacks or African Americans, whites).
- **Religion:** A performed 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).



- **Disability:** A performed 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, advances age, or illness.
- **Gender:** A performed negative opinion or attitude toward a group of persons because those persons are male or female.
- **Sexual Orientation:** A performed 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).
- **Gender Identity:** A performed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity (e.g., bias against transgender or gender non-conforming individuals).



CLERY GEOGRAPHY DEFINITIONS

The Clery Act specifies geographic locations that must be included in annual crime statistics. For purposes of reporting statistics, the university must count criminal offenses according to where they occur. There are four geographic locations for which statistics must be reported. These include:

On-Campus: (1) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area (generally within one mile of the edge of the core of campus) and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and (2) any building or property that is within or reasonably contiguous to the area identified in paragraph (1), that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or retail vendor).

On-Campus Student Housing Facilities: Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.

Crime statistics for on-campus student housing/residential facilities must be reported as a subset of the on-campus totals (i.e. they are included in both on-campus and on-campus student residential facility categories).

Non-Campus Buildings or Property: (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or (2) any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students and is not within the same reasonably contiguous geographic area of the institution.

Public Property: All public property, including thoroughfares, streets, sidewalks, parking facilities, and recreation facilities, that is within the campus, or immediately adjacent to and accessible from the campus. This generally includes, but is not limited to, public streets bordering the campus and the sidewalk on both sides of the street.

Annual Disclosure of Crime Statistics

MISSING STUDENT NOTIFICATION PROCEDURES

University Group Policy 200.6

POLICY STATEMENT

WSSU takes student safety very seriously. As such, this policy is established in compliance with Section 488 of the Higher Education Act of 2008 to assist in locating any WSSU student, who based on facts and circumstances known to WSSU, are determined to be missing for 24 hours. In addition, the following policy and procedures apply to any student living in on-campus housing or alternative housing managed by the university, located off-campus. Guidelines

RESIDENTIAL STUDENT INFORMATION:

At the beginning of each academic year, a residential student will have the option and will be asked to provide emergency contact information for an individual who would be contacted by the Vice Chancellor for Student Affairs no later than 24 hours after the time that the student has been reported to be missing. A student can register this confidential contact information through the Director of Housing and Residence Life Officer. In addition, each student must verify permanent and/or local addresses before registering for classes each semester; this process will occur through the university's BANNER system. The contact information provided by the student will be recorded confidentially, will only be accessible to authorized campus officials, and will not be disclosed except to law enforcement personnel with the purpose of furthering a missing person investigation.

Notwithstanding, **any residential student under 18 years of age must** provide the Department of Housing and Residence Life with accurate emergency contact information. This is not optional and failure to do so will preclude the student from registering. The university will cancel the registration of any student under 18 years of age who fails to provide emergency contact information as required by this policy. If such a student is not an emancipated individual, the Vice Chancellor for Student Affairs will only notify the custodial parent or guardian within 24 hours after the student is determined to be missing.

UPD will begin its investigation no later than 24 hours after the student is determined to be missing. Additionally, the Department of Campus Police and Public Safety will notify the National Crime Information Center's (NCIC) Missing Person File and the Division of Criminal Information (DCI).

If the Department of Campus Police and Public Safety determines that a student is missing, the Vice Chancellor for Student Affairs will initiate the emergency contact procedure in accordance with the student's designation.

NOTIFICATION PROCEDURES

Anyone that needs to report a missing student who has been missing for 24 hours should report to UPD (336)-750-2911. Reports may also be made to the following individuals on campus: Vice Chancellor for Student Affairs (336)-750-3206. Office of the Dean of

Students (336)-750-3356, or the Office of Housing and Residence Life (336)-750-3400.

Any reports of a missing student by residence life staff are referred immediately to the Department of Campus Police and Public Safety. If a student is determined to be missing, the Vice Chancellor for Student Affairs will contact the individual identified by the student. In addition, if the missing student is under the age of 18 and not emancipated, the institution will notify the custodial parent or guardian and the student's designated contact person within 24 hours of the determination that the student is missing.

ROLES AND RESPONSIBILITIES

DEPARTMENT OF POLICE AND PUBLIC SAFETY:

Upon notification of a missing student, the UPD will conduct a thorough investigation in the manner it deems fit, including but not limited to conducting a thorough investigation and obtaining all necessary information. Additionally, the Police Department will:

- Secure a description of the person, clothing, whom they may be with or where they may be vehicle description and the physical and mental wellbeing of the individual.
- Conduct a quick and thorough search of the campus buildings and parking lots using the student's class schedule.
- Check to assess card logs to determine the last time the ID card was used and any surveillance video.
- Request assistance from Resident Assistants or others to assist in a search on campus.
- Issue an ID card photograph to assist in the identification of the missing student.
- Contact the National Crime Information Center (NCIC) after a search has been conducted with negative results.
- The local law enforcement agency, Winston-Salem Police Department, will be notified of the missing student through the NCIC within 25 hours of determining that the student is missing.

CAMPUS COMMUNICATIONS

In all cases of a missing student, the university and Media Relations will provide information to the media designed to obtain public assistance in searching for any missing student. The local law enforcement agency will consult with the WSSU Media Relations Office and the Chief of Police or designee. Any media requests to the university will be directed to the WSSU Media Relations.

Timely Warning Notification

A requirement within the Clery Act is “to alert the campus community of certain crimes in a manner that is timely and will aid in the prevention of similar crimes,” called a timely warning. To provide timely notice to the campus community in the event a situation arises, either on or off-campus, that, in the judgment of the Chief of Police or his/her designee, constitutes an ongoing or continuing threat, a campus-wide “timely warning” will be issued. In cases that pose an imminent threat to campus, the warning will be issued through the University Emergency Notification System to students, faculty, and staff via email and text messages. If available, the timely warning will provide details of the crime, a description of the suspect, and information that will aid in the prevention of similar incidents, including safety information and protective steps. UPD may omit some information from the timely warning if it could identify the victim or compromise law enforcement efforts to respond. Victims can remain “mostly confidential” when reporting. Mostly confidential means that internal notifications will be limited to only those required departments (i.e., Title IX Coordinator, Dean of Students, and University Police). Victims can remain mostly confidential when reporting to University Police or other Campus Security Authorities (CSAs). Therefore, in consideration of this requirement:

1. Timely Warnings will be sent out within a reasonable time with pertinent information and may be updated when new or information that is more accurate becomes available.
2. At minimum, timely warnings will be issued when the pertinent information is available and
 - a. One of the following Clery crimes is reported in good faith:
 1. Criminal Homicide, including Murder and Manslaughter
 2. Sex Offenses including Rape, Fondling, Incest, and Statutory Rape
 3. Robbery
 4. Aggravated Assault
 5. Major incidents of Arson
 6. A motor vehicle theft happens more than twice in a two-week
 7. All other Clery or non-Clery crimes, as deemed appropriate case-by-case basis
 - b. The crime is reported to a Campus Security Authority (CSA) or local/state/federal law enforcement agency that forwards the information to the WSSU Campus Police for evaluation and
 - c. The crime occurs within WSSU’s Clery
 - d. The perpetrator has not been apprehended; and
 - e. The university determines the incident represents a serious or ongoing threat that poses a substantial risk to the physical safety and/or the property of the campus community; or

- f. The crime represents a pattern that has occurred two or more times within a specific area or shortened/condensed
3. Depending on the circumstances of the crime, especially in all situations that could pose an immediate and/or continuing threat to the community, the UPD may issue an emergency notification in lieu of a timely warning. Emergency notifications are covered in a separate policy that addresses a broader range of incidents and requires a greater urgency than timely warnings. All available information known at the time will be considered when evaluating the need for a timely warning. Considerations include, but are not limited to:
 - a. The nature and seriousness of the crime
 - b. When and where the incident occurred
 - c. When it was reported
 - d. The duration of time between the occurrence and the report
 - e. The relationship between the victim and perpetrator
 - f. The patterns of trends of other incidents
 - g. The continuing danger to the campus community
 - h. The risk of compromising law enforcement efforts or identifying the victim
 4. Although each case will be evaluated on an individual basis, **timely warnings may not be issued:**
 - a. When a report is filed more than seven (7) calendar days after the date of the alleged incident
 - b. The pertinent information has not been acquired
 - c. The suspect has been apprehended
 - d. The report was not made in good faith
 - e. There is a possible risk of compromising law enforcement efforts
 - f. The report does not pose an ongoing threat to the campus

If in the professional judgment of UPD, issuing a timely warning would compromise efforts to address the crime, the notification may be delayed, or information may be limited. In those cases, University Police Communications will notify the University Chief of Police or the highest-ranking officer in charge. Once the potentially compromising situation has been addressed, a timely warning will be issued immediately if the serious or continuing threat still exists.

Anyone with information warranting a timely warning or any criminal conduct should report the circumstances to Winston-Salem State University Police Department by phone at 336-750-2911, by activating the RAVE Guardian mobile safety app, or in person at the Winston-Salem State University Police Department located at the Patricia D. Norris Police and Public Safety Building, 601 S Martin Luther King Jr. Drive, Winston-Salem, NC 27110.

Emergency Notifications- RamAlerts

WSSU is committed to ensuring the campus community receives immediate, accurate, and helpful information in the event of a significant emergency or dangerous situation on campus or in the local area, which poses an imminent threat to the health and safety of the campus community members. Therefore, WSSU takes four immediate steps to initiate the Emergency Notification:

1. Confirm the Existence of a Significant Emergency or Dangerous Situation

The Department of Police and Public Safety and/or other local first responders may become aware of a critical incident or emergency that potentially affects the campus community's health and/or safety. Generally, UPD becomes aware of these situations when they are reported to the Police Communications Center or upon discovery during a patrol or other assignments. To confirm the existence of emergency, Winston-Salem State UPD will respond to the incident location. WSSU also considers notification of the presence of an actual emergency by another law enforcement agency or local first responders as confirmation.

2. Determine the Appropriate Segment or Segments of the Campus Community to Receive an Emergency Notification

University and/or local first responders on the scene of a critical incident or emergency will assist those preparing the Emergency Notification by determining what segment or segments of the university community should receive the notification.

3. Determine the Contents of the Emergency Notifications

The Police Communications Center, the division responsible for issuing the Emergency Notification, will converse with the university and local first responders to determine the contents of the notification. The university has developed a wide range of template messages addressing several different emergencies. The individual authorizing the alert will advise on the template message most appropriate to the ongoing situation and may modify it to discuss the specifics of the present incident. In those cases where there are no pre-determined template messages in the system, the individual authorizing the alert will develop the most concise message to convey the appropriate information to the community. The goal is to ensure individuals are aware of the situation and know the steps to take to safeguard their personal and community safety.

4. Initiate the Notification

The university's authorized representatives will consider the campus community's safety and initiate all or some portions of the university's Emergency Notification System.

Once UPD confirms there is, in fact, a significant emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the campus community,

WSSU will immediately notify the campus community. In addition, the Police Communications Center will notify the supervising officer on duty in the Department of Police and Public Safety or other appropriate university officials to authorize activations of RamAlert, WSSU's Emergency Notification System.

Any of the following university officials can authorize activation of RamAlert:

- Senior Public Safety Field Supervisor on Duty
- Chief of Police
- Public Information Officer (PIO)
- Director of Emergency Management
- Assistant Director of Emergency Management
- Chancellor or their Designee

Once the appropriate official gives authorization, WSSU will, without delay and taking into account the safety of the campus community, notify the campus community utilizing RamAlert. The RamAlert system includes but is not limited to outdoor sirens, e-mail, text, Rave Guardian Push Notifications, webpage alerts, TV monitor screen alerts, and network desktop alerts. RamAlert is an Emergency Notification service available to students, faculty, staff, and community partners. Additionally, RamAlert can be used to send an emergency message within minutes of an incident. WSSU performs a university-wide full system test bi-annually in the months of February and September. In addition to the Emergency Notification that may be issued via RamAlert, the university may also post relevant messages about the dangerous condition on the university homepage and or social media sites to ensure the rest of the campus is aware of the situation and the steps they should take to maintain personal and campus safety.

In the professional judgment of first responders, issuing a notification potentially compromises efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency; the university may elect to delay issuing an Emergency Notification. As soon as the condition that may compromise efforts is no longer present, the university will issue the Emergency Notification to the campus community.

PROCEDURES FOR DISSEMINATING EMERGENCY INFORMATION TO THE GREATER COMMUNITY

WSSU uses a three-tiered notification process in an emergency or disaster:

- Students, Faculty, and Staff
- Family members of those directly affected
- Media and the public

WSSU's Public Information Officer Team is responsible for disseminating emergency information to Tiers 2 and 3.

ENROLLING IN THE UNIVERSITY'S EMERGENCY NOTIFICATION SYSTEM

We encourage all WSSU students, faculty, and staff to enroll in RamAlert by visiting Banner Rams Online and electing into the RamAlert Text and or Voice Message Service. In addition, we encourage those who are registered to update their information at the same site regularly.

For complete instructions on registering for RamAlert, please refer to Attachment 1 at the end of this publication. Questions regarding RamAlert should be directed to campussafety@wssu.edu or to wssu.edu/RamAlert

Emergency Response and Evacuation Procedures

EMERGENCY MANAGEMENT AT WSSU

The Office of Emergency Management holds the primary responsibility for emergency management functions across campus, including coordination of the Crisis Management Group (CMG). The CMG plans for and responds to crises affecting the university, coordinating the organizational resources of the university during crisis response through a collaborative approach based upon best practices and authority.

Our Goals

- Ensure that potential impacts of known hazards are mitigated as best as possible prior to an emergency or hazard occurring
- Provide emergency management training and learning opportunities for the campus community
- Ensure plans are in place to effectively respond to emergencies and hazards on campus
- Ensure effective and efficient recovery after an emergency or incident
- Partner with internal and external stakeholders to improve communication, build expertise, and engage readiness opportunities for all phases of emergency management
- Build a culture of awareness, readiness, and resiliency across the University

During an emergency, Winston-Salem State University follows the Timely Warning Report and Emergency Notification Procedures detailed above. As always, the university encourages anyone to report crimes, emergencies, or suspicious activities to the WSSU Campus Police Department.

GENERAL CAMPUS EMERGENCY PROCEDURES: SHELTER IN PLACE/LOCKDOWN

In certain situations, it may be safer to remain at your current location rather than evacuate. This is known as shelter-in-place. Examples of this include hazardous material release outside in the air, severe weather like tornadoes, and active shooter or violent situations.

Sheltering in place is only for a short amount of time. Authorities will attempt to provide information on when to shelter-in-place or evacuate, and any other appropriate actions to follow. Authorities may not be able to immediately provide certain information so be personally alert to changing conditions.

GENERAL CAMPUS EMERGENCY PROCEDURES: FIRE/EXPLOSION

WSSU's emergency procedures for fire and explosion are in the Fire Safety portion of this report.

Further information concerning the university's Office of Emergency Management and emergency response procedures are located on the [WSSU Emergency Management Webpage](#).

DRILLS, EXERCISES, AND TRAINING

Annually, the university conducts emergency management exercises to test emergency procedures. The scenarios for these exercises change year to year and include several departments from across the campus.

To ensure the university's emergency management plans remain current and actionable, the university conducts an emergency management exercise yearly. These exercises may include discussion-based and operations-based exercises. It is important to note that all emergency exercises are scheduled in advance though some may be announced or unannounced. In addition, the university conducts after-action reviews of all emergency management exercises. For each exercise, the after-action reports include a description of the training, the date and time, and summarized evaluated strengths, as well as areas of improvement.

The UPD participates in an Inter-Municipal Mutual Aid Agreement that authorizes police officers and supervisors of the participating agencies to request mutual aid for incidents based upon a reasonable belief that such assistance will enhance the public's and or officer safety and efficiency. The agencies participating in the agreement include the Winston-Salem Police Department, Forsyth County Sheriff Department, and the Kernersville Police Department. The agreement also allows for joint training and cooperation on other matters such as pre-planned large-scaled special events amongst the participating agencies.

In conjunction with at least one emergency management exercise each year, the university will notify the community of the exercise and remind the community of the information included in the university's publicly available information regarding emergency response procedures.



Security of and Access to University Facilities

Administrative buildings are open from 7:30 a.m. until 5:00 p.m., Monday through Friday, and academic facilities generally are available from 8:00 a.m. until 10:00 p.m. Most buildings have one or more card readers for entry and are programmed to unlock/lock automatically. Other doors are manually locked/opened by security personnel and/or housekeeping staff. Access to individual classrooms and laboratories is limited to those enrolled in the courses meeting there. Likewise, access to most programs is restricted to those enrolled in the program or otherwise authorized access.

Many cultural and athletic events held in university facilities are open to the public. Other facilities such as the bookstore and library are likewise available to the public. However, only those who have demonstrated a need are issued keys to a building and/or have their RAM ID card programmed to enter a given building through RAM card access and Key and Door Control and Electronic Card Access policy governs this. The policy strictly controls whom and under what circumstances master keys and Ram card access can be issued and requires executive approval.

Most areas of campus inside and outside buildings are monitored by security cameras that feed to the WSSU police dispatch center. Recordings are maintained for 30 days by default and in the event of incidents can be retrieved and archived for as long as necessary.

All residence halls, academic buildings, and the library operate under a computerized Access Control and Security Monitoring System. While the residence halls are locked at times and require identifications cards for access, the academic and library remain open to the public during operating hours. Should an emergency occur that requires a lockdown of the campus, the computerized Access Control can lockdown the buildings on campus.

SPECIAL CONSIDERATIONS FOR RESIDENCE HALL ACCESS

All residence halls operate under a computerized Access Control and Security Monitoring System on the WSSU campus. Identification cards are coded so that only students in a particular building are authorized electronic access entry to that hall; the system denies entry to all unauthorized persons. Security officers are responsible for checking and securing doors when needed. When a door is malfunctioning, personnel are summoned for immediate repair. Remember to lock your doors and windows. All residence hall and apartment exterior doors are equipped with locks and crash bars to ensure a quick emergency exit. Only residents and their guests are permitted in the living areas of the residence halls. The resident's responsibility is to ensure that their guest is aware of the university and residence hall policies. Guests are not to be provided with room keys or door access cards. A resident of the building must always escort guests. All exterior doors are locked 24 hours a day. It is the responsibility of residents and staff members to challenge or report individuals who cannot be identified as residents or the guests of residents.

When UPD receive a report of an unescorted person in a residence hall, a police officer is dispatched to identify that person. Security officers are assigned to patrol the residence hall areas from 7:00



p.m. until 4:00 a.m. During low-occupancy periods such as holidays and scheduled breaks, students are consolidated into designated buildings and access the university's electronic access control system. During the summer, when groups who are not regularly associated with WSSU are using the university's residence halls, exterior doors are locked 24 hours a day. In addition, each guest is issued an identification card that allows them to gain access to their assigned building via the electronic access control system. Residence Halls are staffed 24 hours per day. WSSU Police personnel also conduct regular checks of residence hall areas.

SECURITY CONSIDERATIONS FOR THE MAINTENANCE OF CAMPUS FACILITIES

The locks, landscaping, and outdoor lighting are designed for safety and security. Sidewalks are designed to provide well-traveled lighted routes from parking areas to buildings and from building to building. Sidewalks and building entrances are illuminated to provide well-traveled lighted routes as well. Twice annually, Safety Walks are conducted to identify areas that may need additional lighting or vegetation maintenance. We encourage community members to promptly report any security concerns, including concerns about locking mechanism, lighting, or landscaping, to WSSU Police. All repairs are forwarded to WSSU Maintenance Department, and a work order is expediated for repair.

Crime Prevention & Safety Awareness Programs

SAFETY, SECURITY, & CRIME PREVENTION PROGRAMS

The mission of the University Police and Public Safety Department is to foster a safe, secure, and service-oriented environment for all members of the WSSU community. An aspect of fostering such an environment is to prepare and equip community members to look out for themselves and one another. To accomplish this, WSSU provides ongoing safety, security, and crime prevention programming for students and employees each year.

The charts below outline some of the programming WSSU Campus Police provides. The chart includes information concerning the type of programming, the frequency, and the targeted audience of the programming. For additional information on safety and security, visit the [Police and Public Safety Webpage](#).

WSSU UNIVERSITY POLICE PROGRAMMING:

DESCRIPTION	FREQUENCY	AUDIENCE
<p>Ramdition: The UPD meets with all incoming freshmen students and provides information concerning:</p> <ul style="list-style-type: none"> • Security of the Residence Halls and Residence Rooms • Crime Prevention • Drug, Alcohol, and Weapon Policies • Consent Regarding Alcohol and Sexual Relations 	Annual	Freshmen and Transfer Students
<p>Adopt a Hall: This program coordinates a UPD Officer with a specific Residence Hall to promote relationships between the students and Campus Police Officers. In addition, officers organize activities such as Coffee with a Cop.</p>	Annual	Resident Students
<p>Trust Talks: These events create opportunities for open communication between students, faculty/staff, and Law Enforcement personnel. The forum allows attendees and Officers to discuss crime prevention techniques, current events, and other appropriate concerns. Officers create a safe space to engage in open dialogue, give and receive honest feedback, and build trust."</p>	Ongoing	Students

Crime Prevention Tips

UPD patrols the areas around residence halls and are readily available to assist on a 24hour basis. The emergency contact phone number is 336-750-2911. The residential facilities are equipped with door locks and security officers who patrol to ensure everyone's safety. For additional information on safety and security, visit the [Police and Public Safety Webpage](#).

ON-CAMPUS RESIDENTS

YOU ARE RESPONSIBLE FOR:

- Keeping your room door locked;
- Never prop open an entry door;
- Inviting only guests that you know personally into the building;
- Escorting your guests at all times;
- Never lending or duplicating your room key or campus identification;
- Reporting missing key(s) immediately; and
- Reporting suspicious persons or unescorted individuals immediately to your Resident Advisor (RA)
- If you or your roommate lose your keys or are unsure who might have a key, the lock needs to be changed. Notify Housing immediately.
- If your roommate is still asleep when you leave, lock the door behind you.
- Never go alone to the room of another student you do not know well.

- Never prop open an exterior residence hall door.
- When entering the residence hall, never hold the door open for a stranger.
- Keys should not be hidden outside or given to anyone you do not fully trust. For example, never duplicate your residence hall keys for a boyfriend or girlfriend.
- If you notice burned-out hallway lights in a residence hall, report them to Housing immediately.
- If you notice an area of the campus is dark because of burned-out light or the lack of a light fixture, report it to the WSSU UPD (336) 750-2900 immediately.
- If you notice overgrown landscaping on the campus, report it to the WSSU Police and Public Safety Department (336) 750-2900 immediately.

PHYSICAL SECURITY

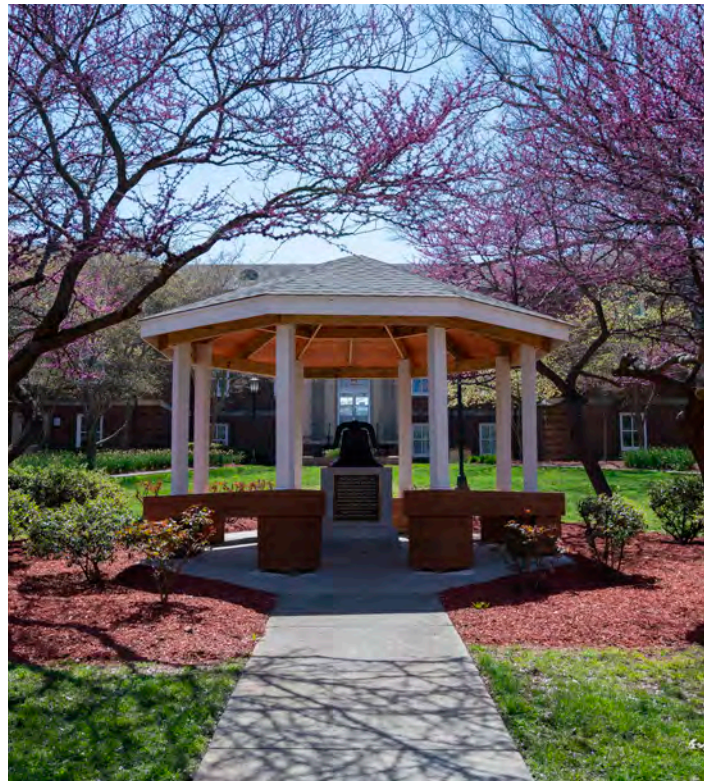
- From a security standpoint, remember that your residence hall room is not like your room at home. Instead, think of it as an apartment or a hotel room.
- Always keep your room door locked. When you leave your room, lock your door and take the key even for a few minutes.
- ALWAYS lock your room door if you are going to take a nap.
- NEVER leave your door unlocked when you go to bed at night.

GENERAL SECURITY HABITS

- Always check through the peephole or speak through an unopened door rather than open it to an unknown person. Never open the door to anyone you do not know and fully trust. Verify the identity of any service or delivery personnel with their dispatcher before you open the door.
- If someone you do not trust asks to use your phone, do not open the door. Instead, make the call for them.
- Be careful about providing information about where you live, in-person by mail or by phone.
- Plan your fastest escape routes in case you must exit quickly.
- When returning home, make sure you are not being followed. Be alert for anyone waiting for you to unlock your door so they can force their way in.
- Have your keys ready when you get to your door so that you can enter quickly.
- If you have any reason to believe that unauthorized entry was made while you were away from home, go to a safe place immediately and get help. Do not enter your room if it appears that someone else has forced their way in.
- If you find yourself trapped in your house, apartment, or other building, you must yell for help.
- Be cautious of laundry rooms, parking lots, and other isolated areas. Use those areas in the company of other trusted individuals if possible.
- Remember that there is strength in numbers. Travel in groups. Call the WSSU UPD if an escort if you are traveling across campus alone at night.

SAFETY WHILE DRIVING

- Park in well-lit, well-traveled areas.
- Remember where you park. Have your keys ready so you can enter your car quickly.
- Ask for an escort if you do not feel safe. After dark for an escort on campus, use the Safe Ride from 8 p.m. until 3 a.m. or call the WSSU Parking and Traffic Services at 336-666-3588
- Always keep your car doors locked and windows rolled up, especially when you are inside.
- Before entering your car, visually check inside, under, and around it to ensure no one is hiding.
- If you find anything wrong with your car, go back inside a building and get help.
- Be wary of anyone standing by or offering assistance; they may have sabotaged it in the first place.
- Always keep your car in good running order with at least a quarter tank of gas.



- If you have a flat tire in an unsafe place, drive on at a reduced speed until you get to a safe place to stop.
- If your car breaks down, remain in the vehicle with the windows up and the doors locked. If someone stops, ask them through the window to call the police.
- Please do not stop to help other motorists but instead call for help for them at your earliest convenience.
- While driving or stopped at intersections, try to leave enough room between yourself and the vehicle in front of you to provide an escape route.
- If someone tries to enter your car and you cannot move, honk the horn and yell. If someone gets in, throw out the keys and get out immediately.
- Carjackers may “bump” you in traffic or at an intersection. Then, when you exit your vehicle to view the damage, an accomplice will jump in your car and drive it away. If another car bumps you, memorize the car’s description (and license number if you can), signal the other car to follow you, and drive to the nearest police station or a busy, well-lit area.
- If you get out of your car, take your keys and your wallet or purse with you.
- If you are being followed or harassed, drive to the nearest safe place where there are people.
- Know where you are going, the safest route to take, and what time you should arrive. Have someone monitor your arrival.
- In North Carolina, unmarked police cars must use blue lights and sirens if they stop you after dark.



SAFETY WHILE WALKING

- Do not text or become engrossed in your cell phone and walk at the same time. This can lead to accidents while walking and signal a potential criminal that you are not alert to your surroundings.
- Always be alert to your surroundings. Unfortunately, headphones or earplugs hamper your ability to hear potential attackers.
- Do not walk alone in isolated places any time, day, or night.
- When walking at night, plan your route in advance so you can stay in well-lit areas.
- Walk briskly. Do not give off signs of helplessness, preoccupation, or confusion.
- Keep your body unencumbered so you can flee quickly if necessary.
- Try not to carry big packages and if you must, then be prepared to throw them down immediately if necessary.
- Wear a backpack instead of carrying a large purse.
- If walking to your car, have your keys in your hand so that you can enter your vehicle quickly.
- If you carry a panic alarm or a whistle, keep it in your hand to be immediately available for your use.
- If you think someone is following you, use the nearest emergency callbox or go to a well-lit place where there are other people and call the police 911, (336) 750-2911, or (336) 750-2900.
- Be careful when someone asks you for directions or otherwise tries to get you to stop walking.
- If someone in a car stops to ask directions while you are on foot, keep a safe distance from the vehicle so you can be easily pulled inside.
- Cross with the light at high volume traffic intersections and anticipate what traffic will do. Do not put yourself in the middle of the intersection waiting on a break in traffic or dart out into traffic thinking it is safe to do so.

- If you see anything suspicious or unusual while walking on campus, call the WSSU Public Safety Department at (336) 750-2900.

Student Conduct

The Office of Community Standards & Civility seeks and strives to promote ethical conduct through personal responsibility, encouraging civility and integrity, and a sense of community amongst WSSU students. In addition, the Office of Community Standards & Civility strives to promote campus safety and harmony by maintaining an environment consistent with WSSU's educational purposes and operations.

The Office of Community Standards & Civility's mission is to educate students on the policies of the University pertaining to conduct and their student rights. By educating students on the integrity and ethical standards of their community, it creates an environment for students to consider, in advance, the consequences of behavioral infractions, to accept responsibility for one's actions in and out of the university, create social justice advocates. In addition, it creates an environment for students to understand that they are more than just a student at WSSU, but a representation of our community.

University Group Policy #301.8

I. Policy Statement

The university community respects certain principles that govern socially and academically acceptable standards of good conduct and behavior. All community members, including students, are expected to conduct themselves in accordance with the regulations of the university and to comply with municipal, state, and federal laws. Violations of campus or University policies, rules, or regulations, or federal, state, or local law may violate the Students' Code of Conduct, herein referred to as the Code, and imposition of student discipline. The Students' Code of Conduct provides the framework for identifying the standards of behavior and minimum due process requirements for addressing or adjudicating violations. The Chancellor has the authority to create or modify disciplinary measures, processes, and penalties of the Students' Code of Conduct in accordance with procedural and substantive due process safeguards applicable to

disciplinary actions as required by Section 502D (3) of The Code of The UNC Board of Governors, Policy 700.4.1 of the UNC Policy Manual, and applicable campus policies, as they may be amended from time to time. Where there is a conflict between The Code of The UNC Board of Governors and this Students' Code of Conduct, then The Code of The UNC Board of Governors will control.

II. Applicability

This policy applies to Winston-Salem State University students.

STUDENT RIGHTS, RESPONSIBILITIES, & CONDUCT AT WWSU

- **Academic Rights** – WSSU is a constituent institution of The University of North Carolina that supports the right to academic freedom for every student. In accordance with UNC Policies, the rights of students to engage in the responsible pursuit of knowledge or their right to the fair and impartial evaluation of academic performance shall not be abridged.
- **First Amendment** – WSSU embraces and strives to uphold the freedoms of expression and speech guaranteed by the First Amendment of the U.S. Constitution and the North Carolina Constitution, as they may be amended from time to time. WSSU has the right under appropriate circumstances to regulate the time, place, and manner of exercising these and other constitutionally protected rights. WSSU fully supports the right of a student to assemble peacefully and express themselves in a manner in which order is maintained. The university has the right under appropriate circumstances to regulate the time, place, and manner of exercising these and other constitutionally protected rights in a manner consistent with applicable laws and policies, as they may be amended from time to time.
- **Freedom to Learn** – The UNC Board of Governors has prescribed that all students shall be responsible for conducting themselves in a manner that helps enhance an environment of learning in which the rights, dignity, worth, and freedom of each member of the academic community is respected.
- **Right of (FERPA)** – WSSU will comply with The Family Educational Rights and Privacy Act (FERPA) as it may be amended from time to time. No information or documentation referring to a student's academic or personal life may be released to any party outside the university without the expressed written consent of the student. Any request from a current student, former student, or graduate to release information to a third party must be made in writing and include the student's signature. Students also have the right to inspect and review their official records, except letters of recommendation.
- **Participation in Institutional Governance** – Students are encouraged to participate in activities associated with the university's governance by serving on various committees, councils and task forces charged with making decisions.
- **Student Grievances** Students who believe that their rights under the law or university policy have been violated, an employee, agent or member of the university community should refer to the WSSU students Grievance and Appeals Procedure.

- **Student Conduct** – Students who attend the university are expected to behave in a manner consistent with life at an academic institution. The code is intended to reinforce this expectation and governs the behaviors and disciplinary process for violations.
- **Right to be Heard** – Students who have been charged with violations of the Code are entitled to due process. Students accused of violating standards of conduct will be subject to disciplinary action in accordance with this document.
- **Responsibilities** – All students are responsible for conducting themselves in a manner that helps enhance an environment of learning in which the rights, dignity, worth, and freedom of each member of the academic community are respected. WSSU expects all students and their guests to behave in a manner consistent with campus policies and applicable state and federal laws. Students are expected to observe and adhere to the university's standards of conduct outlined within the Code in the classroom, on-campus, and off-campus.

THE OFFICE OF COMMUNITY STANDARDS & CIVILITY

The Office of Community Standards & Civility is responsible for administering the WSSU Students' Code of Conduct, articulating the university's behavioral standards and equitable procedures to respond to allegations of student misconduct. The WSSU Students' Code of Conduct is administered at all University properties, on and off-campus and still applies to off campus student misconduct when a student's behavior affects a substantial university interest. Any individual or entity may submit incident reports alleging student misconduct to the [Maxient Student Conduct Incident Reporting Form](#)

Students who violate infractions will be subject to sanctions ranging from Disciplinary Warning up to Suspension or Expulsion from the university. In addition, in instances where there is reasonable cause to believe a student is an immediate threat to the safety of themselves or other persons or property or is an immediate threat to disrupt essential campus operations, the Office of Community Standards & Civility will impose an Interim Suspension and/or other actions designed to protect the health and safety of the community and members therein.

Students residing in university housing may also lose the privilege of living on campus, depending upon the type of infraction(s) to the university rules and regulations or conditions of the Housing and Residence Life contact.

In most cases, the Office of Community Standards & Civility will also assign educational and developmental sanctions, as well as those based in restorative justice that are designed to promote awareness, better behavior, deter future misconduct, and improved decision-making skills. Winston-Salem State University is obligated to provide all students with the university regulations, policies, and procedures, governing student conduct. Winston-Salem State University policies and procedures, including the Students' Code of Conduct, Incident Reporting Form, and Sanction Guide are all published on the [Community Standards & Civility Webpage](#). FERPA FAQs, Parental Notifications under FERPA regulations, how to report an incident, and links to all policy and procedural guidelines related to the conduct process can also be found on the Community Standards & Civility Webpage. Students are encouraged to familiarize themselves with the website and the WSSU Students' Code of Conduct.

If you have additional questions, special needs, or wish to request a hard copy of this information, please contact:

Office of Community Standards & Civility
Winston-Salem State University
C.F. Thompson Center, Suite 303
(336) 750-3356

PARENTAL NOTIFICATION POLICY

The university follows FERPA guidelines regarding student discipline outcomes information to the parents or legal guardians of students.

Federal legislation authorizes WSSU to disclose disciplinary records concerning violations of the university's rules and regulations governing the use or possession of alcohol or controlled substances that involves students who are under the age of 21 regardless of whether a student is a dependent.

Other provisions under FERPA include disclosure of information from "law enforcement unit records" to anyone, including parents or federal, state, or local law enforcement authorities, without consent of the eligible student.

The university may also report non-alcohol or drug-related incidents to parents or legal guardians of dependent students. For additional information on the disclosure of information, visit the [FERPA FAQ website](#).

DISCLOSURE OF DISCIPLINARY PROCEEDINGS RESULTS

WSSU will upon written request, disclose to the alleged victim of a crime of violence, or a nonforcible sex offense, the report on the results of any disciplinary proceeding conducted by WSSU against the student who is the alleged perpetrator of the crime or offense. If the victim is deceased because of the crime or offense, WSSU will treat the next of kin of the alleged victim and will disclose the same information upon written request.

For the purpose of this policy, the term "crime of violence" is defined in Section 16 Title 18, United States Code: "An offense that has an element the use, attempted use, or threatened use of physical force against the person or property of another, or any other offense that is a felony and that, by its nature, involves a substantial risk that physical force against the person or property of another may be used in the course of committing the offense."



WSSU Policies Governing Alcohol and Other Drugs

DRUG-FREE SCHOOLS AND COMMUNITIES ACT

In compliance with the Drug-Free Schools and Communities Act, WSSU publishes information regarding the university's educational programs related to drug and alcohol abuse prevention, sanctions for violations of federal, state, and local laws, and WSSU's policies. Also included in the description of health risks associated with alcohol and other drug use; a description of available treatment programs for WSSU students and employees; and the potential loss of financial aid. In WSSU's Annual Security and Fire Safety Reports, all members of the university community are reminded that in addition to being subject to university regulations and sanctions regarding illegal drugs and the abuse of alcohol, they are also subject to state and federal law. Further questions may be directed to the Office of the University Attorney (Legal Affairs) or the Division of Student Affairs. There will be no consumption of alcoholic beverages in a motor vehicle while on university property or streets. There will be no public display of alcoholic beverages. WSSU is a dry campus even if you are of legal drinking age.

WINSTON-SALEM STATE UNIVERSITY ALCOHOL POLICY

University Group Policy #900.14

EXECUTIVE SUMMARY

Winston-Salem State University is a dry campus. Effective September 1, 1996, the North Carolina Alcoholic Beverage Control laws made it unlawful for any person under 21 years of age to purchase, possess, or consume such beverages, or for anyone to aid or abet such a person in purchasing, to maintain, and to consume any alcoholic beverage.

POLICY STATEMENT

The university recognizes the health risks associated with the use of illicit drugs and the abuse of alcohol. As a depressant, alcohol gives a feeling of well-being, causes a loss of coordination, intoxicates, and leaves one with a hangover. Some of the hazards of abuse include:

1. Physical and psychological dependence can develop.
2. Long-term heavy drinking is a factor in liver and heart damage, malnutrition, cancer, and many other illnesses.
3. Driving under the influence can cause accidents because of slowed reflexes, disorientation, etc.

GUIDELINES

All requests to serve alcoholic beverages on campus or at university-sponsored events must be approved by the Chancellor.

The following rules and regulations are applicable to the Winston-Salem State University community:

1. Under no circumstances may any type of alcoholic beverage be sold by any persons or organizations or corporations on the campus of Winston-Salem State University, excluding previously cited exceptions.

2. It shall be unlawful for any person to consume any malt beverage or wine - fortified or unfortified – in any public place or upon any public street or upon the private business premises of WSSU, or liquor/whiskey in any public place, upon any public or university street or parking area, upon the private business premises of the university, or in or around any residence hall or institutional facility or building without the permission of the Chancellor.
3. It is unlawful for anyone to aid or abet a person under 21 years of age in purchasing, possessing, or consuming alcoholic beverages.
4. University-sponsored off-campus affairs at which alcoholic beverages are served shall be governed by all applicable local, state, and federal laws.
5. Drunkenness coupled with disorderly conduct will not be tolerated. The institution will impose disciplinary sanctions on students and employees (consistent with local, state, and federal laws), up to and including expulsion or termination of employment and referral for prosecution for violations of the standards of conduct. A disciplinary sanction may include the completion of an appropriate rehabilitation program.

ENFORCEMENT OF STATE UNDERAGE DRINKING LAWS

Winston-Salem State University Police Officers enforce federal and state drinking laws as well as university policy. The following information is derived from the North Carolina General Statutes. Any violations of this law by members of the university community subject the individual to prosecution both by the university disciplinary proceedings and by civil authorities.

UNDERAGE DRINKING

N. C. G. S. § 18B-302

It is illegal for anyone under 21 years of age to attempt to purchase, consume, possess, or knowingly and intentionally transport any spirituous liquor, malt beverages, unfortified wine, mixed beverages, or brewed beverages. It is also illegal to lie about age to obtain alcohol and to carry a false identification card. In addition to the possession and consumption laws, North Carolina also has a no Exceptions policy for the purchase of alcohol by minors and is one of the stricter states for the enforcement of underage drinking and driving laws.

FALSE IDENTIFICATIONS

N. C. G. S. § 18B-302

It is illegal for anyone to enter or attempt to enter a place where alcoholic beverages are sold or consumed or to obtain or attempt to obtain alcoholic beverages by using or attempting to use any of the following:

1. A fraudulent or altered driver's license
2. A fraudulent or altered identification document other than a driver's license
3. A driver's license issued to another person
4. An identification document other than a driver's license issued to another person

5. Any other form or means of identification that indicates or symbolizes that the person is not prohibited from purchasing or possessing alcoholic beverages.

A violation constitutes a Class 3 misdemeanor.

PUBLIC INTOXICATION

N. C. G. S. § 14-444

It is illegal to appear in any public place under the influence of alcohol to the degree that you:

1. Block or otherwise interfere with traffic
2. Block or otherwise prevent access to or passage across a sidewalk or entrance to a building
3. Grab, shove, push, or fight with others or challenge others to fight
4. Curse or shout at, or otherwise rudely insult others; or
5. Beg for money or other property

Being intoxicated and disruptive in public also leads to other behaviors and important health concerns. Often time's public drunkenness contributes to disorderly conduct and criminal mischief on campus. Persons must be responsible for their own actions and know their limits and tolerance levels before consuming alcohol. A violation constitutes a Class 3 misdemeanor and subjects the offender to court costs and fines.

DRIVING WHILE IMPAIRED (DWI) AND REFUSING A CHEMICAL TEST

N. C. G. S. § 20-138.1

In North Carolina, a person commits the offense of driving while impaired if they drive a vehicle upon any highway, any street, or any public vehicular area within this state:

1. While under the influence of an impairing substance; or
2. After having consumed sufficient alcohol that, at any relevant time after the driving, the individual has an alcohol level of 0.08 or more; or
3. With any amount of a Schedule I controlled substance or its metabolites in their blood or urine.

The punishment for the offense is a misdemeanor to which the structured sentencing laws do not apply. It has five different levels of punishment; the level depends on the presence of, and weight assigned to certain specified aggravation and mitigating factors found by the court.

It is illegal for anyone under 21 years of age to drive a vehicle with a blood alcohol concentration of .01 or higher.

Any person who drives a motor vehicle automatically gives consent to one or more chemical analyses (e.g., breath, blood, or urine). This implied consent means that a person does not have a right to an attorney before testing, except to view the testing procedures. Under the implied consent law, you can refuse any test, but your driver's license will be revoked for one year and could be revoked for a longer period of time under certain circumstances, and an officer can compel you to be tested under other laws.

Your driving privilege will be revoked immediately for at least 30 days if you refuse any test or the test result is 0.08, 0.04 or more if we're driving a commercial vehicle, or 0.01 or more if you are under the age of 21.

TRANSPORTING AN OPEN CONTAINER

N. C. G. S. § 20-138.7

In North Carolina, it is illegal to drive a motor vehicle:

1. While there is an alcoholic beverage in the passenger area in other than the unopened manufacturer's original container; and
2. While the driver is consuming alcohol or while alcohol remains in the driver's body.

A violation constitutes a Class 3 misdemeanor for the first offence and shall be a Class 2 misdemeanor for a second or subsequent offense.

In North Carolina, it is illegal to possess an alcoholic beverage other than in the unopened manufacturer's original container, or consume an alcoholic beverage, in the passenger area of a motor vehicle. A violation of this section shall be an infraction and shall not be considered a moving violation.

WINSTON-SALEM STATE UNIVERSITY ILLEGAL DRUGS POLICY

University Group Policy #800.8

POLICY STATEMENT

Winston-Salem State University's Board of Trustees is committed to the proposition that students, faculty, and staff should be able to engage in the scholarly pursuits of teaching, learning discourse, and research free from illegal drug use and/or abuse. Knowing the dangers of illicit drug use, the Board of Trustees has adopted a policy to safeguard the welfare and integrity of the University community. The University rules and regulations on illegal drugs are designed to promote academic integrity and an appropriate learning atmosphere for students, faculty members, administrators, and all other employees. To accomplish these goals, the possession, use, and/or trafficking of illegal drugs is strictly prohibited at Winston-Salem State University. Students, faculty members, administrators, and other employees of Winston-Salem State

University are responsible, as citizens, for knowing about and complying with the provisions of North Carolina law that make it a crime to possess, sell, deliver or manufacture those drugs designated collectively as "controlled substance" (Article 5 of Chapter 90 of the North Carolina General Statute). Any member of the university community who violates this law is subject both to prosecution and punishment under state criminal law and to disciplinary proceedings by Winston-Salem State University. The University will impose penalties in the event of a violation of state and federal drug laws consistent with due process.

GUIDELINES

EDUCATION, COUNSELING, AND REHABILITATION

Winston-Salem State University shall maintain a program of education designed to help all members of the University community avoid involvement with illegal drugs. The educational program shall emphasize the incompatibility of the use or distribution of illegal drugs with the goals of the University, the legal consequences of involvement with illegal drugs, the medical and psychological implications of the use of illegal drugs, and the ways in which illegal drugs jeopardize an individual's present accomplishments and future opportunities. Specific elements of the education program are:

1. Publicizing the University's policy in the Student Code of Conduct, the undergraduate and graduate catalogs, the Faculty Handbook, and other publications distributed to students, faculty, administrators, and other employees;
2. Continuing and expanding the drug education program conducted by Student Health Services
3. Continuing development of courses on drug education;
4. Increasing the awareness and utilization of the State's Employee Assistance Program (EAP), and local Drug Abuse Prevention Programs;
5. Encouraging academic departments to address substance abuse in appropriate health and physical education courses;
6. Emphasizing the incompatibility of the use or sale of illegal drugs with the goals of the university;
7. Emphasizing the ways in which illegal drugs jeopardize an individual's present accomplishments and future opportunities;
8. Highlighting the medical implications of the use of illegal drugs; and
9. Stressing the legal consequences of involvement with illegal drugs

The University shall disseminate information about drug counseling and rehabilitation services that are available to members of the University community. All members of the University community are responsible for assisting in maintaining a drug-free campus. Members of the community are urged to utilize the drug hotline (336-750-2912) and any other means of reporting University Officials regarding drug abuse treatment needs and/or illegal drug use or possession. The identity of an individual who brings forth information regarding illegal drug use and/or possession shall remain confidential unless the law requires disclosure. Likewise, persons who voluntarily avail themselves of such services shall be assured that applicable professional standards will be observed and that such participation will not be the basis for disciplinary action. Specific counseling and rehabilitation efforts include:

CAMPUS-BASED RESOURCES

1. Drug Prevention/Education Programs
2. Seminars

3. Films
4. Use of the Campus Radio Station
5. Student Newspaper (News-Argus)
6. Development of courses on drug education
7. Evaluation and referral services of the Counseling Center for outpatient and in-patient rehabilitation
8. Consultation and evaluation portions of the Student Health Service's drug education program

COMMUNITY-BASED RESOURCES

1. Step One
2. Alcoholism Residential Care Authority (ARCA)
3. Salem Psychiatric Associates
4. Reynolds Health Center
5. Forsyth-Stokes Mental Health Center
6. Winston-Salem/Forsyth County Coalition on Alcohol and Drug Problems
7. State Employee Assistance Program

NOTIFICATION OF LAW ENFORCEMENT PERSONNEL

Any drug violation that constitutes a felony shall be reported to local, state, and/or federal law enforcement agencies as appropriate.

ROLES AND RESPONSIBILITIES

Implementation and Reporting

1. The Chancellor shall file a copy of the campus policy with the President and notice of any change that may be made in the policy from time to time also shall be filed with the President.
2. The Chancellor shall designate a coordinator of drug education. This person, acting under the authority of the Chancellor, will be responsible for overseeing all actions and programs relating to the campus policy.
3. Annually the Chancellor shall submit to the Board of Trustees a report on-campus activities related to illegal drugs for the preceding year. The report shall include, as a minimum, the following: (1) a listing of the major education activities conducted during the year; (2) a report on any illegal drug-related incidents, including any sanctions imposed; (3) an assessment by the Chancellor of the effectiveness of the campus program; and (4) any proposed changes in the policy on illegal drugs. A copy of the report shall be provided to the President.

APPLICABILITY

This policy is applicable to the campus community of Winston-Salem State University.

COMPLIANCE

ENFORCEMENT AND PENALTIES

1. WSSU shall take all actions necessary, consistent with state and federal law and applicable University policy, to eliminate illegal drugs from the university community. The institutional policy on illegal drugs shall be publicized in catalogs and other materials prepared for all enrolled and prospective students and in materials distributed to faculty members, administrators, and other employees.
2. Students, faculty members, administrators, and other employees are responsible, as citizens, for knowing about and complying with the provisions of North Carolina law that make it a crime to possess, sell, deliver, or manufacture those drugs designated collectively as "controlled substances" in Article 5 of Chapter 90 of the North Carolina General Statutes. Any member of the University community who violates that law is subject to both prosecution and punishment by the civil authorities and to disciplinary proceedings by the University. It is not "double jeopardy" for both the civil authorities and the University to proceed against and punish a person for the same specified conduct. The University will initiate its own disciplinary proceeding against a student, faculty member, administrator, or other employee when on-campus use, possession, or distribution of illegal drugs or improper use, possession, or distribution of prescription drugs is discovered and when the alleged conduct is deemed to affect the interests of the University. Conduct involving illegal drugs beyond campus boundaries may be considered harmful to the University. Disciplinary action may be instituted when such conduct occurs within Forsyth County and has resulted in felony-level charges of possession/trafficking.
3. Penalties will be imposed by the University in accordance with procedural safeguards applicable to disciplinary actions against students, faculty members, administrators, and other employees, as required by Section 502D (3) and Section 603 of The Code, by Board of Governor's policies applicable to other employees exempt from the State Personnel Act, by regulations of the State Personnel Commission, and by Faculty Tenure Regulations and the Student Handbook. The penalties to be imposed by the university may range from written warnings with probationary status to expulsions from enrollment and discharges from employment. However, the following minimum penalties will be imposed for the particular offenses described:
 - A) Trafficking in Illegal Drugs
 - i. For the illegal manufacture, sale or delivery, or possession with intent to manufacture, sell or deliver, of any controlled substance identified in Schedule I, N.C.G.S. § 90-89, or Schedule II, N.C.G.S. § 90-90 (including, but not limited to, heroin, mescaline, lysergic acid diethylamide, opium, cocaine, amphetamine, methaqualone), any student shall be expelled, and any faculty member, administrator or another employee shall be discharged.

- ii. For a first offense involving the illegal manufacture, sale or delivery, or possession with intent to manufacture, sell or deliver, of any controlled substance identified in Schedules III through VI, N.C.G.S. §§ 90-91 through 90-94, (including, but not limited to, marijuana, pentobarbital, codeine) the minimum penalty shall be suspension from enrollment or from employment for a period of at least one semester or its equivalent. For a second offense, any student shall be expelled, and any faculty member, administrator, or other employees shall be discharged.

B) Illegal Possession of Drugs

- i. For a first offense involving the illegal possession of any controlled substance identified in Schedule I, N.C.G.S. § 90-89, or Schedule II, N.C.G.S. § 90-90, the minimum penalty shall be suspension from enrollment or from employment for a period of at least one semester or its equivalent.
- ii. For a first offense involving the illegal possession of any controlled substance identified in Schedules III through VI, N.C.G.S. §§ 90-91 through 90-94, the minimum penalty shall be probation, for a period to be determined on a case-by-case basis. A person 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 chancellor or the chancellor's designee deems appropriate. Refusal or failure to abide by the terms of probation shall result in suspension from enrollment or from employment for any unexpired balance of the prescribed period of probation.
- iii. For a second or other subsequent offenses involving the illegal possession of controlled substances, progressively more severe penalties shall be imposed, including expulsion of students and discharge of faculty members, administrators, or other employees.

SUSPENSION PENDING FINAL DISPOSITION

When a student, faculty member, administrator, or other employee has been charged by the University with a violation of policies concerning illegal drugs, he or she may be suspended from enrollment or employment before initiation or completion of regular disciplinary proceedings if, assuming the truth of the charges, the chancellor or, in the chancellor's absence, the chancellor's designee concludes that the person's continued presence within the University community would constitute a clear and immediate danger to the health or welfare of other members of the University community; provided, that if such a suspension is imposed, an appropriate hearing of the charges against the suspended person shall be held as promptly as possible thereafter.

ENFORCEMENT OF FEDERAL AND STATE DRUG LAWS

UPD Officers enforce federal and state drinking laws as well as university policies. Any violations of this law by members of the university community subject the individual to prosecution both by university disciplinary proceedings and by civil authorities. The university cannot attempt to shield students or employees from criminal prosecution by handling the matter through the university disciplinary process.

CONTROLLED SUBSTANCE OFFENSES

N. C. G. S. § 90-95

It is illegal for any person to:

1. Manufacture, sell or deliver, or possess with intent to manufacture, sell, or deliver, a controlled substance.
2. To create, sell or deliver, or possess with intent to sell or deliver, a counterfeit controlled substance.
3. To possess a controlled substance.

POSSESSION OF SMALL AMOUNT OF MARIJUANA

It is illegal for a person to unknowingly or intentionally possess a small amount of marijuana (Hashish), a Schedule I substance, and it is not authorized by law to possess such substance, and is outlined under the Controlled Substances, Drugs, Device and Cosmetic Act of 1972. Persons engaged in such activity will most likely face criminal charges and be charged with a violation of university policy and will be subject to university disciplinary proceedings.

SYNTHETIC MARIJUANA

Effective March 1, 2011, the U.S. Drug Enforcement Agency classified synthetic marijuana as an illegal substance. This drug may also be known as Spice, K2, Demon, Wicked, Black Magic, Voodoo Spice, and Ninja Aroma. Individuals found responsible for manufacturing, possessing, importing/exporting, or distributing these substances will face criminal and civil penalties. University members engaging in these activities will also be held responsible under university policy and will be subject to university disciplinary proceedings.

POSSESSION OF DRUG PARAPHERNALIA OFFENSES

N. C. G. S. § 90-113.22

A person is unlawful when he/she possesses, with the intent to use, drug paraphernalia that is used for packaging, manufacturing, injecting, ingesting, inhaling, or otherwise introducing into the human body a controlled substance in violation of the Controlled Substances, Drugs, Device, and Cosmetic Act of 1972.

It is unlawful for any person to knowingly use, or to possess with intent to use, drug paraphernalia to plant, propagate, cultivate, grow, harvest, manufacture, compound, convert, produce, process, prepare, test, analyze, package, repackage, store, contain, or conceal a controlled substance which it would be unlawful to possess, or to inject, ingest, inhale, or otherwise introduce into the body a controlled substance which it would be unlawful to possess.

Violation of this section is a Class 1 misdemeanor.

RISKS ASSOCIATED WITH DRUG AND ALCOHOL ABUSE

As an educational institution, WSSU aims to educate its community members about prevention and the risks of unlawful use of illicit drugs and alcohol, and to encourage appropriate, responsible behavior. The health risks associated with the abuse of alcohol and the use of illicit drugs are numerous. The table below outlines the risks associated with different substances.

SUBSTANCE	ASSOCIATED RISKS
Alcohol	Slow heart, sluggish nervous system, depressed brain function. Large amounts can make you stop breathing. Prolonged use causes liver damage.
Marijuana	Decreased ability to concentrate and learn. Short-term memory loss. Throat and lung cancer.
Synthetic Marijuana	Rapid heartbeat, vomiting, agitation, profuse sweating, confusion, hallucinations, raised blood pressure, cause reduced blood supply to the heart, in some cases it has been associated with heart attacks.
LSD	Hallucinations, anxiety, perception disorders. Prone to accidents. Inability to function normally. Rapid heartbeat. Fast respiration. High body temperature.
Amphetamines	Malnutrition, acute psychosis, nervousness, hyperactivity, sleeplessness, high blood pressure.
Barbiturates	Addiction, physical and psychological. Deformed babies. Death in high doses. Nausea, sluggishness, dizziness, breathing difficulty.
Cocaine	Seizures, heart fibrillation, and even death with a single use. Weight loss, sexual impotence, insomnia, irritability, paranoia, and hallucinations.
Heroin	Addiction, physical and psychological. Sluggishness. Inability to stay awake. AIDS from dirty needles. Addicted babies.
Mescaline	Addiction, physical and psychological. Sluggishness. Inability to stay awake. Addicted babies. Opium: Addiction, physical and psychological. Sluggishness. Inability to stay awake. Addicted babies.
Psilocybin (Shrooms)	Hallucinations, anxiety, perception disorders. Prone to accidents. Inability to function normally. Rapid heartbeat. Fast respiration. High body temperature.
Steroids	Insomnia, aggressive behavior, impotence, and sterility. Prolonged use damages the liver, kidneys, and heart and may cause cancer.
Additional Information:	<p>Alcohol and other drug use during pregnancy increases risk of physical harms to fetus.</p> <p>Risks of harm may occur from the use of prescription drugs in ways other than prescribed.</p> <p>Drugs taken by injection can increase the risk of infection (e.g., HIV, hepatitis, etc.) through needle contamination.</p> <p>For more information visit: National Institute of Drug Abuse</p>



DRUG AND ALCOHOL ABUSE EDUCATION PROGRAMS

WSSU is in the process of establishing and maintaining a comprehensive program designed to help all members of the university community understand and avoid drug and alcohol abuse.

This program communicates annually to campus community members, including all students and employees; WSSU’s standard of conduct prohibits the unlawful possession, use or distribution of illicit drugs and alcohol on campus or as a part of any of the university activities. In concert with the standards of conduct, the university disseminates to the campus community a description of the sanctions that the university may impose on an individual found in violations of university policy. In addition, students and employees are made aware of the description of the applicable legal sanctions under local, state, or federal law for the unlawful possession or distribution of illicit drugs and alcohol. Campus community members are informed of the health risks associated with the use of illegal drugs and the abuse of alcohol. In order to monitor and enhance the progress WSSU is making to educate the campus community about drug and alcohol abuse, WSSU will begin conducting a biennial review of the Drug and Alcohol Abuse Education Program. Based on each review, WSSU will make changes to the program necessary.

RESOURCES FOR STUDENTS

WSSU implemented AlcoholEdu for College for all new incoming first-time freshman students. Each year incoming freshmen are required to complete the AlcoholEdu online course. WSSU also utilizes AlcoholEdu as a resource for other student interest groups that have been through the disciplinary process or referred to the Wellness Center.

Other programs and resources are offered to the student community:

PROGRAM/ RESOURCE	DESCRIPTION
Counseling Center	Pre-Spring Break Substance Misuse Event
Assessments	<i>eChug</i> and <i>eToke</i> address the use and abuse of alcohol or controlled substances for a student referred to the Wellness Center.
Responsible Rams	A campaign reflected through events on campus intended to encourage students to act responsibly. This campaign focuses on drug and alcohol prevention, general safety, and residential safety.
Ramdition and Residence Hall Trust Talks	Presentations are shown in the residence halls by WSSU Campus Police enforcing the university’s dry campus and zero-tolerance policies, as well as other topics that encourage safe and responsible campus living.

The Counseling Center currently offers both online education (*eChug* and *eToke*) on substance abuse issues and limited group sessions for drug and alcohol users. Intervention programs for students who self-identify or otherwise are identified as substance users are available in the Counseling Center. Intervention can be in the form of psychoeducation or therapy.

These services are afforded to students during their current matriculation. In the case that a student has been removed from campus through WSSU’s disciplinary process, these services are available when the student returns to campus after the imposed sanction. For additional information about campus resources for alcohol and drug education programs, refer to the [Health Rams for Life](#) page located on the [Wellness Center’s Webpage](#).

RESOURCES FOR EMPLOYEES

Employees are offered a variety of resources intended to educate and aid in the prevention of and recovery from alcohol and other drug abuse. WSSU provides the Employee Assistance Program (EAP) available to employees. This program provides support, resources, and information for personal and work-life issues, including counseling, legal aid, and guidance resources online. Employees can access more information concerning the EAP on the [Human Resources Webpage](#).

In addition, WSSU provides faculty and staff access to a Learning Management System branded LEAP: Leadership, Education, Advancement, and Performance. This resource offers a wide array of informative content, including a course on Drug and Alcohol Awareness. Some of the objectives of the course are to identify factors that can trigger substance abuse among adults, identify requirements for compliance under the 1988 Drug-Free Workplace Act, and to identify recommendations for employees to consider when they notice a coworker with a substance abuse problem. Employees can access more information concerning the EAP on the [Human Resources Learning & Development Webpage](#).

THE DRUG AND ALCOHOL PREVENTION PROGRAM (DAAPP)

THE TITLE IX OFFICE RESPONSE TO SEXUAL MISCONDUCT AND GENDER-BASED VIOLENCE

The University is committed to providing an inclusive and welcoming environment for all community members. The University values safety, diversity, education, and equity and is firmly committed to maintaining a campus environment free from sexual misconduct, harassment, and discrimination. The University policy and procedures addressing Complaints Involving Students was amended with a name change on October 24, 2022, to the Policy for Addressing Prohibited Sexual Harassment under Title IX. These Policies and associated Procedures are grounded in The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (“The Clery Act”), the Violence Against Women Act (“VAWA.”) and Title IX of the Education Amendments of 1972 (“Title IX”). The policies covers a broad range of conduct because any of these behaviors can impact the ability of campus community members to live, learn and work successfully and comfortably.

For more information, please visit the [Title IX webpage](#) or see the contact information below.

Kayla Rudisel, JD
 Winston-Salem State University
 Title IX Office
 601 MLK Jr. Drive
 Blair Hall, Suite 123
 Winston Salem, NC 27110
 Phone (336) 750-8758
 Email: rudiselka@wssu.edu

DEFINING CLERY ACT CRIMES UNDER THE VIOLENCE AGAINST WOMEN ACT AMENDMENTS

The following definitions are used to classify sexual assault, domestic violence, dating violence, and stalking for Clery Reporting purposes.



DEFINITIONS FOR CLERY REPORTING

CRIME	DEFINITION
Dating Violence	Violence is committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with the consideration of: <ol style="list-style-type: none"> The length of the relationship The type of relationship The frequency of interaction between the persons involved in the relationship.
Domestic Violence	A felony or misdemeanor crime of violence committed by: <ol style="list-style-type: none"> A current or former spouse or intimate partner of the victim by a person with whom the victim shares a child in common By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred or By any person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred
Sexual Assault	Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.
Rape	Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without consent of the victim.
Fondling	The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
Incest	Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
Statutory Rape	Sexual intercourse with a person who is under the statutory age of consent.

CRIME	DEFINITION
Stalking	<p>Engaging in a course of conduct directed at a specific person that would cause a reasonable person to FEAR for the person's safety or the safety of others or suffer substantial emotional distress.</p> <ol style="list-style-type: none"> a. 'Course of Conduct' means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property. b. 'Reasonable person' means a reasonable person under similar circumstances and with similar identities to the victim. c. 'Substantial emotional distress' means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
Sexual Harassment	<p>To conduct on the basis of sex that satisfies one or more of the following:</p> <ol style="list-style-type: none"> a. An employee of the institution conditioning the provisions of an aid, benefit, or service of the institution on an individual's participation in unwelcome sexual conduct; b. Unwelcome conduct determined by a reasonable person to be severe, pervasive, and objectively offensive that it effectively denies a person equal access to the institution's education program or activity.

DEFINING RAPE, SEXUAL ASSAULT, DATING VIOLENCE, DOMESTIC VIOLENCE, STALKING, AND CONSENT IN NORTH CAROLINA

FIRST DEGREE FORCIBLE RAPE

N. C. G. S. § 14-27.26.

- (a) A person is guilty of a first degree forcible sexual offense if the person engages in a sexual act with another person by force and against the will of the other person, and does any of the following:
 - (1) Uses, threatens to use, or displays a dangerous or deadly weapon or an article which the other person reasonably believes to be a dangerous or deadly weapon.
 - (2) Inflicts serious personal injury upon the victim or another person.
 - (3) The person commits the offense aided and abetted by one or more other persons. NC General Statutes - Chapter 14 Article 7B 4
- (b) Any person who commits an offense defined in this section is guilty of a Class B1 felony. (1979, c. 682, s. 1; 1979, 2nd Sess., c. 1316, s. 6; 1981, c. 63; c. 106, ss. 3, 4; c. 179, s. 14; 1983, c. 175, ss. 5, 10; c. 720, s. 4; 1994, Ex. Sess., c. 22, s. 3; 2015-181, ss. 8(a), (b); 2017-30, s. 2.)

SECOND DEGREE FORCIBLE RAPE

N. C. G. S. § 14-27.22.

- (a) A person is guilty of second-degree forcible rape if the person engages in vaginal intercourse with another person:
 - (1) By force and against the will of the other person; or
 - (2) Who has a mental disability or who is mentally incapacitated or physically helpless, and the person performing the act knows or should reasonably know the other person has a mental disability or is mentally incapacitated or physically helpless.

- (b) Any person who commits the offense defined in this section is guilty of a Class C felony.
- (c) Upon conviction, a person convicted under this section has no rights to custody of or rights of inheritance from any child conceived during the commission of the rape, nor does the person have any rights related to the child under Chapter 48 of the General Statutes or Subchapter I of Chapter 7B of the General Statutes. (1979, c. 682, s. 1; 1979, 2nd Sess., c. 1316, s. 5; 1981, cc. 63, 179; 1993, c. 539, s. 1130; 1994, Ex. Sess., c. 24, s. 14(c); 2002-159, s. 2(b); 2004-128, s. 8; 2015-181, ss. 4(a), (b); 2018-47, s. 4(b).)

FIRST DEGREE FORCIBLE SEXUAL OFFENSE

N.C.G.S. § 14-27.26.

- (a) A person is guilty of a first degree forcible sexual offense if the person engages in a sexual act with another person by force and against the will of the other person, and does any of the following:
 - (1) Uses, threatens to use, or displays a dangerous or deadly weapon or an article which the other person reasonably believes to be a dangerous or deadly weapon.
 - (2) Inflicts serious personal injury upon the victim or another person.
 - (3) The person commits the offense aided and abetted by one or more other persons. NC General Statutes - Chapter 14 Article 7B 4
- (b) Any person who commits an offense defined in this section is guilty of a Class B1 felony. (1979, c. 682, s. 1; 1979, 2nd Sess., c. 1316, s. 6; 1981, c. 63; c. 106, ss. 3, 4; c. 179, s. 14; 1983, c. 175, ss. 5, 10; c. 720, s. 4; 1994, Ex. Sess., c. 22, s. 3; 2015-181, ss. 8(a), (b); 2017-30, s. 2.)

SECOND DEGREE FORCIBLE SEXUAL OFFENSE

§ 14-27.27.

- (a) A person is guilty of second degree forcible sexual offense if the person engages in a sexual act with another person:
 - (1) By force and against the will of the other person; or
 - (2) Who has a mental disability or who is mentally incapacitated or physically helpless, and the person performing the act knows or should reasonably know that the other person has a mental disability or is mentally incapacitated or physically helpless.
- (b) Any person who commits the offense defined in this section is guilty of a Class C felony. (1979, c. 682, s. 1; 1979, 2nd Sess., c. 1316, s. 7; 1981, c. 63; c. 179, s. 14; 1993, c. 539, s. 1131; 1994, Ex. Sess., c. 24, s. 14(c); 2002-159, s. 2(c); 2015-181, ss. 9(a), (b); 2018-47, s. 4(c).)

FIRST-DEGREE STATUTORY RAPE.

N.C.G.S. § 14-27.24.

- (a) A person is guilty of first-degree statutory rape if the person engages in vaginal intercourse with a victim who is a child under the age of 13 years and the defendant is at least 12 years old and is at least four years older than the victim.
- (b) Any person who commits an offense defined in this section is guilty of a Class B1 felony.
- (c) Upon conviction, a person convicted under this section has no rights to custody of or rights of inheritance from any child born as a result of the commission of the rape, nor shall the person have any rights related to the child under Chapter 48 or Subchapter 1 of Chapter 7B of the General Statutes. (1979, c. 682, s. 1; 1979, 2nd Sess., c. 1316, s. 4; 1981, c. 63; c. 106, ss. 1, 2; c. 179, s. 14; 1983, c. 175, ss. 4, 10; c. 720, s. 4; 1994, Ex. Sess., c. 22, s. 2; 2004-128, s. 7; 2015-181, s.

DOMESTIC VIOLENCE

N.C.G.S. § 50B-1.

- (a) Domestic violence means the commission of one or more of the following acts upon an aggrieved party or upon a minor child residing with or in the custody of the aggrieved party by a person with whom the aggrieved party has or has had a personal relationship, but does not include acts of self-defense:
 - (1) Attempting to cause bodily injury, or intentionally causing bodily injury; or
 - (2) Placing the aggrieved party or a member of the aggrieved party's family or household in fear of imminent serious bodily injury or continued harassment, as defined in G.S. 14-277.3A, that rises to such a level as to inflict substantial emotional distress; or
 - (3) Committing any act defined in G.S. 14-27.21 through G.S. 14-27.33.

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

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

- (c) As used in this Chapter, the term "protective order" includes any order entered pursuant to this Chapter upon hearing by the court or consent of the parties. (1979, c. 561, s. 1; 1985, c. 113, s. 1; 1987, c. 828; 1987 (Reg. Sess., 1988), c. 893, ss. 1, 3; 1995 (Reg. Sess., 1996), c. 591, s. 1; 1997-471, s. 1; 2001-518, s. 3; 2003-107, s. 1; 2009-58, s. 5; 2015-181, s. 36.)

STALKING

N.C.G.S. § 14-277(c)

Offense. – A defendant is guilty of stalking if the defendant willfully on more than one occasion harasses another person without legal purpose or willfully engages in a course of conduct directed at a specific person without legal purpose and the defendant knows or should know that the harassment or the course of conduct would cause a reasonable person to do any of the following:

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

CONSENT

North Carolina does not have a state statute defining consent to sexual activity. WSSU's [Procedures For Addressing Prohibited Sexual Harassment under Title IX](#) provide the following definition and guidance concerning consent.

Consent is: voluntary, informed, clear permission by word or action, revocable at any time, to engage in sexual activity. The existence of consent is based on the totality of the circumstances evaluated from the perspective of a reasonable person in the same or similar circumstances, including the context in which the alleged incident occurred and any similar, previous patterns that may be evidenced.

Individuals may experience the same interaction in different ways. Therefore, it is the responsibility of each party to determine that the other has consented before engaging in the activity. For consent to be valid, there must be a clear expression in words or actions that the other individual consented to that specific sexual conduct. Whether an individual actively and willingly participates in conduct may be a factor in determining whether there was consent. Clear communication from the outset is strongly encouraged. If consent is withdrawn, that sexual activity should cease. Consent to some sexual contact (such as kissing or fondling) cannot be presumed to be consent for other sexual activity (such as intercourse). A current or previous intimate relationship is not sufficient to constitute consent. If an individual expresses conditions on their willingness to consent (e.g., use of a condom) or limitations on the scope of their consent, those conditions and limitations must be respected. Consent is not given in situations involving coercion, force, or incapacitation as defined below:

Force: Force is the use of physical violence and/or physical imposition to gain sexual access. Force also includes threats, intimidation (implied threats), and coercion that is intended to overcome resistance or produce consent (e.g., “Have sex with me or I’ll hit you,” “Okay, don’t hit me, I’ll do what you want.”). Silence or the absence of resistance alone is not consent. Consent is not demonstrated by the absence of resistance. While resistance is not required or necessary, it is a clear demonstration of non-consent.

Incapacitation: Incapacitation is the physical and/or mental inability to understand the fact, nature, or extent of the sexual situation. Incapacitation is a temporary or permanent state in which an individual is unable to give consent to sexual contact due to mental, developmental, or physical impairment, or from the influence of alcohol or drugs. States of incapacitation include but are not limited to: sleep, unconsciousness or intermittent consciousness, involuntary physical restraint, or any other state where an individual is unaware of the sexual contact. For incapacitation due to alcohol and/or other drugs, incapacitation requires more than being under the influence; a person is not incapacitated just because they have been drinking or using other drugs. Where alcohol and/or other drugs are involved, incapacitation is determined based on the facts and circumstances of the particular situation, looking at whether the individual was able to understand the fact, nature, or extent of the sexual situation; whether the individual was able to communicate decisions regarding consent, non-consent, or the withdrawal of consent; and whether such condition was known or reasonably should have been known to the accused or a reasonable sober person in the accused’s position. Use of drugs or alcohol by the accused is not a defense to allegations of non-consensual sexual contact.

Coercion: Coercion is undue pressure for sexual activity. Coercive conduct differs from seductive conduct based on factors such as the type and/or extent of the pressure used to obtain consent.

DATING VIOLENCE

North Carolina does not have a statute for dating violence. WSSU’s definition of dating violence is below.

DATING VIOLENCE

Dating Violence, defined as:

- a. violence,
- b. on the basis of sex,
- c. committed by a person,
- d. who is in or has been in a social relationship of a romantic or intimate nature with the Complainant.

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

For the purposes of this definition:

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

PROCEDURES VICTIMS CAN FOLLOW AND PRESERVATION OF EVIDENCE

Victims often have difficulty reporting a gender based violence, e.g., sexual assault, dating/domestic violence, stalking for numerous reasons, such as knowing the perpetrator, fear of retaliation, fear of parents knowing about the incident, or fear of getting in trouble with law enforcement. The following information provides steps to follow should a sexual assault occur:

- Get to a safe place as soon as possible.
- Try to preserve all physical evidence. You should not bathe, shower, brush teeth, douche, use the toilet, or change clothing until you have a forensic medical exam. Any clothing removed should be placed in a paper bag
- Contact a close friend or relative who can provide support and accompany the victim to the medical exam and/ or the Winston-Salem State University Police Department. The university has a MOU with Family Services of the Piedmont here in Winston-Salem. Family Service of the Piedmont provides a 24-hour crisis line (336) 273-7273 to victims for support and provides an advocate upon request.
- Get medical attention as soon as possible; an exam may reveal the presence of physical injury of which the victim is unaware. Following a sexual assault, antibiotics are typically given at the time of the exam to help prevent the victim from acquiring certain sexually transmitted diseases. Emergency contraceptive pills are offered to all victims at the time of the exam (if the victim presents within 120 hours), to help prevent pregnancy from occurring as a result of the rape. If the victim reports memory loss, loss of consciousness, or other circumstances suspicious for a drug-facilitated assault, a urine test may be done if the victim presents within 96 hours. Please note some of the commonly used “date rape” drugs are only detectable in the urine for 6-8 hours after ingestion.

- It is important to remember that simply reporting a crime is not the same as prosecuting the crime. The decision to prosecute may be made at another time. The final decision to prosecute is determined by the district attorney.
- Consider talking to a counselor. Seeing a counselor may be important in helping the victim understand his/her feelings and begin the process of recovery. WSSU counselors are trained to assist victims immediately and make referrals to community agencies.

If an incident of sexual assault, domestic violence, dating violence, or stalking occurs, it is important to preserve evidence to aid in the possibility of a successful criminal prosecution or obtaining a protection order. Evidence of violence, such as bruising or other visible injuries, following an incident of domestic or dating violence, should be documented, including through the preservation of photographic evidence. Evidence of stalking, including any communication, such as written notes, voice mail, or other electronic communications, should be saved and not altered in any way.

REPORTING INCIDENTS

Victims of sexual harassment or sexual violence have a variety of reporting options on the campus of Winston-Salem State University.

If a student, employee, or visitor has been the victim of an incident of sexual violence, they should immediately report it to the Campus Police at 336-750-2911 located in the Patricia Norris Police and Public Safety Building on Cromartie Street. Winston-Salem State University officials will assist any victim in notifying law enforcement, including local police if the victims elect to do so. It is important to note that victims have the right to decline to notify law enforcement authorities. If a victim does not wish to notify law enforcement, WSSU has designated other areas to which students and employees can report incidents of sexual harassment and violence if they elect to do so.

An individual can submit a report using the reporting form on the WSSU Title IX webpage or by contacting the following resource(s) at any time:

Kayla Rudisel, JD Title IX Coordinator O: 1
23 Blair Hall 601 S. Martin Luther King Jr. Drive
Winston-Salem, NC 27110
P: 336-750-8758
E: rudiselka@wssu.edu

Any person may report sex discrimination, including Sexual Harassment, to the Title IX Coordinator or designee in person, by mail, by telephone, by electronic mail, or by any other means that results in the Title IX Coordinator or designee receiving the person's verbal or written report. Such a report may be made whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or Sexual Harassment. Reports may be made at any time, including during non-business hours, by using the contact information listed above.

After normal business hours and weekends, you can also contact WSSU Police and Public Safety at 336-750-9111 for an immediate response.

In addition, students who reside on campus can report said incident to either their residence assistant (RA) or the hall director (HD), who in turn will file the report via Maxient. Student reports can also be received by the Office of Title IX.

A report may be reported at any time, regardless of the length of time between the alleged offense and the decision to report. The University encourages reporting so that we can provide individuals with support and resources. Complainants also are encouraged to report incidents of criminal activity to the police.

Reporting carries no obligation for the complainant to initiate a formal complaint or investigation. The University observes complainants' requests to forgo a formal investigation unless there is a compelling threat to health or safety. A compelling risk to health and/or safety may result from evidence of patterns of misconduct, predatory conduct, threats, abuse of minors, use of weapons, and/ or violence.

VICTIM CONFIDENTIALITY

WSSU recognizes the sensitive nature of sexual, interpersonal, and related misconduct and is committed to protecting the privacy of any individual who reports such acts. WSSU

Police ensure that personally identifying information about victims will not be included in any publicly available recordkeeping, including Clery Act reporting and disclosures such as the annual security report and the daily crime log. Personally identifying information is defined in Section 40002(a) of the Violence Against Women Act (VAWA) of 1994 as individually identifying information for or about an individual, including information likely to disclose the location of a victim of dating violence, domestic violence, sexual assault, or stalking, regardless of whether the information is encoded, encrypted, hashed or otherwise protected, including:

Different officials on campus are, however, able to offer varying levels of privacy protection to victims. Reports made to WSSU officials will be kept mostly confidential and identifying information about the victim shall not be made public. Reports made to medical professionals and licensed mental health counselors will not be shared with third parties except in cases allowed by law. Reports made to law enforcement, including if criminal prosecution is pursued, may be made public and shared with the responding party when criminal charges are filed. Any accommodations or protective measures provided by the University to the reporting party will remain confidential.

The Title IX Office will not share the identity of any individual who has made a report or Formal Complaint of harassment, discrimination, or retaliation; any Complainant; any individual who has been reported to be the perpetrator of harassment, discrimination, or retaliation; any Respondent; or any witness, except as permitted by the Family Educational Rights and Privacy Act (FERPA) or required by law; or to carry out resolution process grievance arising under the applicable policies and procedures.

Documents prepared in anticipation of any hearing, such as pre-hearing submission, notices of hearing testimony, and information submitted at the hearings may not be disclosed outside the investigation and hearing proceedings, except as may be required or authorized by law or the Title IX Coordinator.

The University, in accordance with Title IX compliance, will to the extent practicable, try to comply with the wishes of the individual regarding their request for confidentiality or not pursuing a hearing.

The University will take such requests seriously; however, such requests may limit the University's ability to investigate and take reasonable action. Under federal law, the University may be required to move forward with an investigation and take reasonable action in response to the complaint, no matter if these steps may be limited by a request for confidentiality. Title IX requires the University to evaluate the request of the complaint next to the University's concern for the safety, well-being, and nondiscriminatory environment.

SUPPORTIVE MEASURES

WSSU will provide written notification to victims about options for, available assistance and victims may contact the Title IX to request supportive measures. The University will make available supportive measures to the parties. Supportive measures are available before or after the filing of a formal complaint, or where no formal complaint has been filed. Supportive measures are non-disciplinary, nonpunitive individualized services offered as appropriate, as reasonably available, and without fee or charge. The University will maintain as confidential any supportive measures provided to the parties, to the extent that maintaining such confidentiality would not impair the ability of the University to provide the supportive measures. Supportive measures may include, but are not limited to:

- Referral to counseling, medical, and/or other healthcare services
- Referral to the Employee Assistance Program
- Referral to community-based service providers
- Visa and immigration assistance Student financial aid counseling
- Education to the institutional community or community subgroup(s)
- Altering campus housing assignment(s)
- Altering work arrangements for employees or student-employees
- Safety planning
- Providing campus safety escorts
- Providing transportation assistance
- Implementing contact limitations (no contact orders) between the parties
- Academic support, extensions of deadlines, or other course/program-related adjustments
- Trespass, Persona Non Grata (PNG), or Be-On-the-Lookout (BOLO) orders
- Timely warnings
- Class schedule modifications, withdrawals, or leaves of absence
- Increased security and monitoring of certain areas of the campus
- Any other actions deemed appropriate by the Title IX Coordinator.



Additional Resources

A Complainant or witness has many options, including seeking counseling or assistance from a Confidential Employee, making a report, and/or making a report to law enforcement. The University recognizes that deciding among these options can be difficult and is an intensely personal decision. Complainants and witnesses are encouraged to seek assistance from a Confidential Employee and to explore all potential reporting and support options.

EMERGENCY RESOURCES AND LAW ENFORCEMENT

Emergency medical assistance and campus safety/law enforcement assistance are available both on and off-campus. Individuals are encouraged to contact law enforcement and seek medical treatment as soon as possible following an incident that may pose a threat to safety or physical well-being or following a potential criminal offense.

Law Enforcement Assistance University community members are encouraged to immediately contact the WSSU Police Department and/or the Winston-Salem Police Department to report potential criminal conduct to law enforcement.

WSSU Police Department may be reached at:

Patricia Norris Police and Public Safety Building
601 S. Martin L. King Jr. Dr. Winston-Salem, NC 27110
(336)-750-2911 (emergency)
(336)-750-2900 (non-emergency)
campussafety@wssu.edu

Winston-Salem Police Department may be reached at:

Call 911 (within city limits)
101 North Main Street
Winston-Salem, NC 27101
(336)-727-8000 or 311 within Winston-Salem city limits
citylink@cityofws.org

**Note: Any law enforcement investigation is separate from, and independent of, the University's Title IX administrative investigation. The University's Title IX administrative investigation will proceed simultaneously with any law enforcement investigation, whether by the University's Department of Public Safety or the Winston-Salem Police Department.*

HEALTH CARE OPTIONS (OFF CAMPUS) TO SEEK TREATMENT FOR INJURIES AND PREVENTATIVE TREATMENT FOR STIS

Forsyth County Health Department

799 North Highland Avenue
Winston-Salem, NC 27101
(336)-703-3100

Guilford County Public Health

110 Wendover Avenue E.
Greensboro, NC 27405
(336) 641-7777

Davidson County Health Department

915 Greensboro Street
Lexington, NC 27292
(336)-242-2300

Novant Health Forsyth Medical Center

3333 Silas Creek Pkwy
Winston-Salem, NC 27103
(336)718-5000
(336) 716-2011
(SANE exams offered)

Wake Forest Baptist Medical Center

1 Medical Center Blvd.
Winston-Salem, NC 27103
(336) 716-2011

High Point Regional Health Center

601 N. Elm Street
High Point, NC 27262
(336) 878-6000
(SANE exams offered)

Novant Health Kernersville

1750 Kernersville Medical Pkwy
Kernersville, NC 27284
(336) 564-4000
(SANE exams offered)

LOCAL RAPE CRISIS CENTER

Family Services of Forsyth County

200 S. Broad Street
Winston-Salem, NC 27101
(336) 722-8173

Family Services of the Piedmont

315 E. Washington Street
County Greensboro, NC 27401
(336) 387-6161

Davie Domestic Violence & Rape Crisis Center

172 S. Clement Street #2
Mocksville, NC 27023
(336) 751-4357

Family Services of Davidson

1303 Greensboro Street Ext.
Lexington, NC 27295
(336) 249-0237

CAMPUS CONFIDENTIAL RESOURCES

Licensed University Counselors (Confidential)

The Counseling Center
601 Martin Luther King
Jr. Dr. Suite 155
Winston-Salem, NC 27110
(336)375-3270

A.H Ray Student Health Services (Confidential)

Winston-Salem State University
601 Martin Luther King
Jr. Dr. Suite 244
Winston-Salem, NC 27110
(336) 750-3270

OTHER CAMPUS RESOURCES

Office of Interpersonal Violence Prevention

Ms. LaKrista Page, Director
Thompson Student
Center Room G05
(336)750-3313
pagell@wssu.edu

HOW TO BE AN ACTIVE BYSTANDER

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

We may not always know what to do even if we want to help. Below is a list of some ways to be an active bystander.

- Watch out for your friends and fellow students/employees. If you see someone who look like they could be in trouble or need help, ask if they are ok.
- Intervene with people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.
- Speak up when someone discusses plans to take sexual advantage or another person.
- Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
- Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

RISK REDUCTION

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

- **Be aware of your surroundings.** Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
- **Try to avoid isolated areas.** It is more difficult to get help if no one is around.
- **Walk with purpose.** Even if you don't know where you are going, act like you do
- **Trust your instincts.** If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
- **Try not to load yourself down** with packages or bags as this can make you appear more vulnerable.
- **Make sure your cell phone is with you** and charged and that you have cash money.
- **Don't allow yourself to be isolated** with someone you don't trust or someone you don't know.
- **Avoid putting music headphones in both ears** so that you can be more aware of your surroundings, especially if you are walking alone.
- **When you go to a social gathering, go with a group of friends.** Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.



- **Trust your instincts.** If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately, Winston Salem State University Police Department 336-750-2911 (local authorities can be reached by calling 911).
- **Don't leave your drink unattended** while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.
- **Don't accept drinks from people you don't know or trust.** If you choose to accept a drink, go with a person to the bar to order it, watch it being poured and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.
- **If you suspect you or a friend has been drugged, contact law enforcement immediately** Winston Salem State University Police Department 336-750-2911 (local authorities can be reached by calling 911).
- If you need to get out of an uncomfortable or scary situation here are some things that you can try:
 - **Remember that being in this situation is not your fault.** You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
 - **Be true to yourself.** Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good reason. Do what feels right to you and what you are comfortable with.
 - **Have a code word with your friends or family** so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can come to get you or make up an excuse for you to leave.
 - **Lie.** If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.).
 - **Try to think of an escape route.** How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
 - **If you and/or the other person have been drinking, you** can say that you would rather wait until you both have your full judgment before doing anything you may regret later.



INTERPERSONAL VIOLENCE PREVENTION

The Office of Interpersonal Violence Prevention (IVP) is committed to creating a safe and non-threatening environment for all WSSU students. IVP provides service to students who are experiencing domestic and dating violence, sexual assault, social media threats and personal crisis. The office is committed to providing support and advocacy to educate our WSSU campus community.

Our goal is to foster a healthy, stable, and nurturing relationships through education, holistic student development, and community resources. The office ensures confidentiality and support. IVP will assist students with referrals to our counseling center or community-based programs. Additionally, Interpersonal Violence Prevention (IVP) provides ongoing programs, events, and services, and trainings on how to identify abusive relationships and how to create and maintain healthy interpersonal contacts. They work with many campus stakeholders in providing programs and events, to include programs listed below:

PROGRAM TITLE	TYPE/DESCRIPTION	FREQUENCY	AUDIENCE
Ramdition	The University Police Department, Emergency Management, Student Affairs Interpersonal Violence Office, and Title IX meet with all incoming freshmen students and provides information concerning: <ul style="list-style-type: none"> • Security of the Residence Halls and Residence Rooms • Crime Prevention • Drug, Alcohol, and Weapon Policies • Consent Regarding Alcohol and Sexual Relations 	Annual	Freshmen and Transfer Students
Adopt a Hall	This program coordinates a University Police Officer with a specific Residence Hall to promote relationships between the law enforcement. In addition, officers organize activities such as Coffee with a Cop.	Annual	Resident Students
Trust Talks	These events create opportunities for open communication between students, faculty/staff, and officers. The forum allows attendees and officers to discuss crime prevention techniques, current events, and other appropriate concerns. Officers create a safe space to engage in open dialogue, give and receive honest feedback, and build trust."	Semester	Employee and Students
Active Shooter Training	This course will focus on being prepared and gaining the skills needed to prevent, recognize and increase your ability to survive during an active shooter incident.	Semester	Employee and Students
RamAlert & RaveGuardian	Promotes the university community to download the RaveGuardian mobile safety application and to ensure mobile phone registration in the RamAlert emergency notification system. Provides resources to report anonymous tips, videos, and images to University Communications and allows Virtual Safety walks.	Ongoing	Employee and Students
Minors on Campus	In-person or online training focusing on identifying warning signs of child abuse, and neglect as reporting procedures	Required for anyone who works with minors on campus that are not under supervision by their parent	Employees, Students, and Volunteers
Title IX Training	Training defining Discrimination, Sexual Exploitation, Sexual Assault, Domestic Violence, Stalking, and Retaliation. This training also covers bystander intervention, campus resources, and reporting options. Additional focus on mandatory reporting	Ongoing	Employee and Students

PROGRAM TITLE	TYPE/DESCRIPTION	FREQUENCY	AUDIENCE
Peppermint Pillow Talk	The Office of Interpersonal Violence Prevention visits each residential facility for engage in candid conversations to educate students on domestic violence and sexual assault. This program is designed to provide a safe space for questions and expression.	Monthly	Female Residential Students
Barbershop Talk	As a cultural endeavor, the Barbershop Talk caters to the male students on our campus. The Barbershop Talk is modeled after the neighborhood barbershops where various subjects are molded into poignant conversations from College to Politics, this program will address cultural topics for our male students.	Monthly	Male Resident Students
Ubuntu Society for Women	This organization is geared toward sharing with our female population the importance of safety and empowerment.	Monthly	Female Students
Walk a Mile in Her Shoes	This international program was created to increase the knowledge and importance of gender-based violence. Students attend an education session and participate in the mile walk and course.	Annual	Faculty, Staff, and Students
The Clothesline Project	This program is designed to promote increased awareness on consent, domestic violence, and sexual assault. More importantly, advocacy among students and a campaign to encourage our Ramily to support each other.	Annual	Faculty, Staff, and Students
Denim Day	Denim Day is an awareness and advocacy program for campuses across the world to share comradery against sexual violence against women. At Winston Salem State University, the Office of Interpersonal Violence Preventions hosts educational sessions to inform our students of the history of the program and offer question and answer sessions to explain how this international program applies to our community.	Annual	Faculty, Staff, and Students
Courageous Conversations (LGBTQ)	Courageous Conversations are designed to promote unity and advocacy for our LGBTQ student population. Courageous Conversations opens the door for explicit conversation regarding this population's needs, feelings and acceptance. With innovative language activities, this program also creates a safe space for educational opportunities for allies. This program engages students to understand and apply empathy as a Ramily.	Monthly	Faculty, Staff and Students

REPORTS TO REQUIRED EMPLOYEES

Any University official with the authority to institute corrective measures on behalf of the University, except for those designated as Confidential Employees, is considered a Required Reporter. All reports that are brought to the attention of a Required Reporter are not confidential and must be promptly submitted to the Title IX Coordinator by the Required Reporter.

NO TIME LIMITS ON REPORTING

There is no time limitation on providing reports/complaints to the Title IX Coordinator. However, if the Respondent is no longer subject to the University's jurisdiction and/or significant time has passed, the ability to investigate, respond, and/or provide remedies may be more limited or impossible.

Acting on reports/complaints significantly impacted by the passage of time (including, but not limited to, the rescission or revision of policy) is at the discretion of the Title IX Coordinator, who may document allegations for future reference, offer supportive measures, remedies, and/or engage in informal or formal action, as appropriate.

EMERGENCY REMOVAL

The University can act to remove a student Respondent from its education program or activities—partially or entirely—on an emergency basis when an individualized safety and risk analysis has determined that an immediate threat to the physical health or safety of any student or other individual justifies removal.

Placement of an employee on administrative leave with pay shall be in exceptional circumstances, such as to avoid disruption in the workplace or protect the safety of members of the campus community.

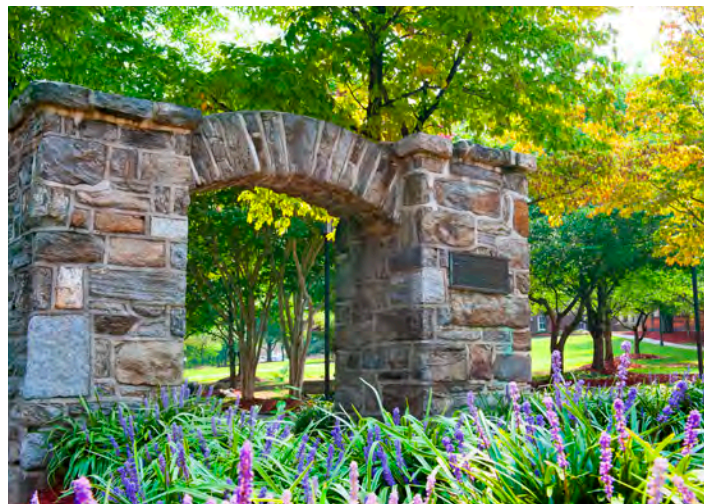
When an emergency removal is imposed, the Respondent will be given notice of the action and the option to request to meet with the Title IX Coordinator prior to such action/removal being imposed, or as soon as reasonably possible thereafter, to show cause why the action/removal should not be implemented or should be modified.

This meeting is not a hearing on the merits of the allegation(s), but rather is an administrative process intended to determine solely whether the emergency removal is appropriate. This meeting must be requested within three (3) business days of the notice of action/removal. If a timely request is not made, the objections to the emergency action/removal will be deemed waived. There is no appeal process for emergency removal decisions.

A Respondent may be accompanied by an Advisor of their choice when meeting with the Title IX Coordinator for the show cause meeting. The Respondent will be given access to a written summary of the basis for the emergency removal prior to the meeting to allow for adequate preparation.

The Title IX Coordinator has sole discretion under this Policy to implement or modify an emergency removal and to determine the conditions and duration. Violation of an emergency removal under this policy will be grounds for discipline within the student or employee conduct processes, which may include expulsion or termination.

The University will attempt to implement the least restrictive emergency actions possible in light of the circumstances and safety concerns. As determined by the Title IX Coordinator, these actions



could include, but are not limited to: removing a student from a residence hall, temporarily re-assigning an employee, restricting a student's or employee's access to or use of facilities or equipment, allowing a student to withdraw or take incomplete grades without financial penalty, authorizing an administrative leave, and suspending a student's participation in extracurricular activities, student employment, student organizational leadership, or intercollegiate/intramural/club athletics.

CONFIDENTIALITY/PRIVACY

WSSU will not share the identity of any individual who has made a report or Formal Complaint of harassment, discrimination, or retaliation; any Complainant; any individual who has been reported to be the perpetrator of harassment, discrimination, or retaliation; any Respondent; or any witness, except as permitted by the Family Educational Rights and Privacy Act (FERPA) or required by law; or to carry out resolution process grievance arising under these policies and procedures.

Documents prepared in anticipation of any hearing, such as pre-hearing submission, notices of hearing testimony, and information submitted at the hearings may not be disclosed outside the investigation and hearing proceedings, except as may be required or authorized by law or the Title IX Coordinator.

The University, in accordance with Title IX compliance, will to the extent practicable, try to comply with the wishes of the individual regarding their request for confidentiality or not pursuing a hearing. The University will take such requests seriously; however, such requests may limit the University's ability to investigate and take reasonable action. Under federal law, the University may be required to move forward with an investigation and take reasonable action in response to the complaint, no matter if these steps may be limited by a request for confidentiality. Title IX requires the University to evaluate the request of the complaint next to the University's concern for the safety, well-being, and nondiscriminatory environment.



FALSE ALLEGATIONS AND EVIDENCE

Knowingly falsifying, distorting, or misrepresenting information provided to the Title IX Coordinator, investigator, hearing or appellate decision maker(s), or any official conducting an investigation, hearing, or informal resolution; knowingly tampering with or destroying evidence; or knowingly instituting a formal complaint or submitting a report in bad faith are serious offenses and will be subject to disciplinary action under appropriate university policies. This does not include allegations that are made in good faith but are ultimately shown to be erroneous or do not result in a policy violation determination.

AMNESTY

Sometimes, Complainants or witnesses are hesitant to report to the University officials or participate in resolution processes because they fear that they themselves may be in violation of certain policies, such as underage drinking or use of illicit drugs at the time of the incident. Respondents may hesitate to be forthcoming during the process for the same reasons. To encourage reporting and participation in the process, the University typically offers parties and witnesses amnesty from minor policy violations—such as underage consumption of alcohol or the use of illicit drugs—related to the incident.

ENSURING IMPARTIALITY

Any individual materially involved in the administration of the Resolution Process including the Title IX Coordinator, investigator(s), and decision-maker(s) may neither have nor demonstrate a conflict of interest or bias for a party generally, or for a specific Complainant or Respondent.

At any time during the Resolution Process, the parties may raise a concern regarding bias or conflict of interest, and the Title IX Coordinator will determine whether the concern is reasonable and supportable.

The Resolution Process involves an objective evaluation of all relevant evidence obtained, including evidence that supports that the Respondent engaged in a policy violation and evidence that supports that the Respondent did not engage in a policy violation. Credibility determinations may not be based solely on an individual's status or participation as a Complainant, Respondent, or witness.

WSSU operates with the presumption that the Respondent is not responsible for the reported misconduct unless and until the Respondent is determined to be responsible for a policy violation by the applicable standard of proof.

Due to availability, absences, conflict of interest, etc., employees may delegate their duties to another trained person upon approval by the Title IX Coordinator. All employees involved in the formal complaint process are trained as required by applicable law.

RESOLUTION OF A FORMAL COMPLAINT

A. Overview

Complaints, investigations, hearings, etc. (“Resolution Process” or “Grievance Process”) may be consolidated when the allegations of misconduct arise out of the same facts or circumstances or when the Title IX Coordinator deems it prudent to consolidate cases. In addition, the procedures below may be used to address alleged collateral misconduct by the Respondent arising from the investigation of or occurring in conjunction with reported misconduct (e.g., vandalism, physical abuse of another), when alleged violations of the Title IX Sexual Harassment Policy are being addressed at the same time.

Violations of no contact orders or other restrictions related to the allegations may be referred to appropriate student conduct or employee grievance processes for enforcement or added as collateral misconduct allegations to an ongoing complaint under the Title IX Sexual Harassment Policy and these associated procedures.

B. Filing a Formal Complaint

A formal complaint is a designated form signed by a Complainant or signed by the Title IX Coordinator alleging the Respondent violated the Title IX Sexual Harassment Policy and requesting that WSSU investigate the allegation(s).

A Complainant can request a formal complaint form from the Title IX Coordinator. The formal complaint form can be filed with the Title IX Coordinator in person, via mail, email, or in any manner approved by the Title IX Coordinator. If a formal complaint is submitted in a manner that does not meet the approved standard, the Title IX Coordinator will contact the Complainant to ensure that it is filed correctly.

When the Title IX Coordinator executes the written complaint, they do not become the Complainant. The Complainant is the individual who is alleged to be the victim of conduct that could constitute a violation of the Title IX Sexual Harassment Policy. The Complainant may have as much or as little involvement in the process as they wish. The Complainant retains all rights of a Complainant under these Procedures irrespective of their level of participation.

C. Mandatory and Discretionary Dismissal of Formal Complaint

A Formal Complaint may be dismissed during the resolution process on certain grounds.

A Formal Complaint will be dismissed if the conduct reported in the Formal Complaint is:

1. It would not constitute Sexual Harassment as defined under Title IX, even if proved,
2. It did not occur in the University's education program or activity,
3. It did not occur against a person in the United States.

A Formal Complaint may be dismissed, in whole or in part, at the Title IX Coordinator's discretion, if:

1. A complainant notifies the Title IX Coordinator in writing that they would like to withdraw the formal complaint or any allegations in the complaint,
2. The respondent is no longer enrolled or employed by the University, or
3. Specific circumstances prevent the University from gathering evidence sufficient to reach a determination as to the formal complaint or allegations in the complaint.

The Title IX Coordinator will promptly send written notice of the dismissal, including the reason(s) for the dismissal to the parties. The parties have the opportunity to appeal the dismissal of a formal complaint or any allegations in the formal complaint in the manner set forth in the Appeal Procedures section.

A dismissal does not preclude action under another provision of university policy. Even if the University is unable to take disciplinary action, the University will seek to take appropriate steps to prevent sexual harassment from occurring.

D. Promptness

The university will conduct a timely investigation. Complaints typically take 60 to 90 business days to resolve. There are always exceptions and extenuating circumstances that can cause a resolution to take longer, but WSSU will attempt to avoid all undue delays within its control.

WSSU may undertake a short delay in its investigation (several days to a few weeks) if circumstances require. Such circumstances include but are not limited to a request from law enforcement to temporarily delay the investigation, the need for language assistance, academic breaks, the absence of parties and/or witnesses, and/or health conditions. The Title IX Coordinator maintains discretion to reasonably advance the process.

WSSU action(s) or processes are not typically altered or precluded on the grounds that civil or criminal charges involving the underlying incident(s) have been filed or that criminal charges have been dismissed or reduced.

E. Right to an Advisor

Both parties are encouraged to seek the assistance of an advisor to support and accompany them through the process. Each party may have one (1) advisor present with them for support throughout the proceedings.

i) Who Can Serve as an Advisor?

The parties may select whoever they wish to serve as their Advisor as long as the Advisor is available. Available means the party cannot insist on an Advisor who simply doesn't have inclination, time, or availability. Also, the Advisor should not have institutionally conflicting roles, such as being a Title IX administrator who has an active role in the matter, or a supervisor who must monitor and implement sanctions.

The Advisor may be a friend, mentor, family member, attorney, or any other individual a party chooses to advise, support, and/or consult with them throughout the Resolution Process. The parties may choose Advisors from inside or outside of the WSSU community. The Title IX Coordinator will also offer to assign a trained Advisor to any party if the party so chooses. If the parties choose an Advisor from the pool available from the university, the Advisor will have been trained by the university and be familiar with the university's Resolution Process. If the parties choose an Advisor from outside the pool of those identified by the university, the Advisor may not have been trained by the university and may not be familiar with university policies and procedures. Choosing an Advisor who is also a witness in the process creates potential bias which will be explored by the hearing decisionmaker(s). Parties also have the right to choose not to have an Advisor in the initial stages of the Resolution Process, prior to a hearing.

ii) Sharing Information with the Advisor

WSSU expects that the parties may wish to have WSSU share documentation and evidence related to the allegations with their Advisors. WSSU provides a consent form that

authorizes WSSU to share such information directly with a party's Advisor. The parties must either complete and submit this form to the Title IX Coordinator before WSSU is able to share records with an Advisor.

Advisors appointed by the institution will not be asked to disclose details of their interactions with their advisees to hearing decision-maker(s).

iii) Privacy of Records Shared with Advisor

Advisors are expected to maintain the privacy of the records shared with them. These records may not be shared with third parties, disclosed publicly, or used for purposes not explicitly authorized by WSSU. WSSU may restrict the role of any Advisor who does not respect the sensitive nature of the process or who fails to abide by the WSSU's privacy expectations.

iv) Expectation of an Advisor

When scheduling a hearing, the University will make reasonable efforts to accommodate an advisor; however, the availability of the parties; witnesses; the designated administrator, panel members, or board members assigned to the matter; and other necessary participants as well as the expectation to promptly complete the Resolution Process may, in the University's discretion, take priority when determining the date and time for the hearing. WSSU may make reasonable provisions to allow an Advisor who cannot be present in person to attend a meeting/interview/hearing by telephone, video conferencing, or other similar technologies as may be convenient and available. Additionally, an advisor may not delay, disrupt, or otherwise interfere with the Resolution Process.

In order for an advisor to participate in any meeting or hearing, designated form(s) must be submitted to the Title IX Coordinator or designee no later than 3 business days prior to the meeting or proceeding.

F. Investigation of Formal Complaints

1. The Title IX Coordinator will inform the Respondent and Complainant in writing of the investigation.
2. The investigator is primarily responsible for the investigation of the reported conduct. The investigation is a neutral fact gathering process. Interviews with the investigator may be recorded. No other recordings of interviews are permitted.
3. The investigator will:
 - a. Conduct a prompt, fair, and equitable investigation and will treat all participants in the process with respect.
 - b. Conduct a fact-finding inquiry or investigation into the complaint, including appropriate interviews and meetings with each party and witnesses.

- c. Create, gather, and maintain investigative documentation, as appropriate.
 - d. Disclose appropriate information to others only on a need-to-know basis, consistent with state and federal law as well as university policy.
 - e. Handle all data in accordance with applicable federal and state privacy laws.
 - f. Prepare a written investigation report summarizing relevant information collected throughout the investigation.
4. Directly related evidence will be sent to each party. Each party will have 10 calendar days to submit a written response to the Title IX Coordinator.
 5. The investigator will incorporate relevant elements of the parties' written responses into the final investigation report, include any additional relevant evidence, make any necessary revisions, and finalize the report.
 6. The investigative report will be forwarded to the Title IX Coordinator for review. The Title IX Coordinator has discretion to ask the investigator for clarification, additional investigation, and/or to have information added, removed, or redacted from the investigative report.
 7. All witnesses, evidence, and information should be presented to the investigator prior to the conclusion of the investigation. Evidence that is relevant and/or directly related will be shared with the other party at least 10 calendar days prior to the Hearing.

G. Hearing Procedures

The Title IX Coordinator will designate a decision-maker(s) to serve as the decisionmaker(s) for Title IX and Sexual Misconduct matters. WSSU reserves the right to appoint any trained individuals who are without conflict or bias to serve as a decision-maker(s). The decision-maker(s) will not include the Title IX Coordinator or any person who served as an investigator for the matter.

At the hearing, the Board has the authority to hear and make determinations on all allegations of Title IX Sexual Harassment and Retaliation and may also hear and make determinations on any additional alleged policy violations that occurred in concert with the sexual offenses or retaliation, even though those collateral allegations may not specifically fall within the Title IX Sexual Harassment Policy.

Participants at the hearing may include the Hearing Chair, additional hearing board members, the hearing facilitator, the parties (or three (3) organizational representatives when an organization is the Respondent), Advisors to the parties, any called witnesses, the Title IX Coordinator, hearing board advisor, and anyone providing authorized accommodations, interpretation, and/or assistive services. The Chair will allow witnesses who have relevant information to appear at a portion of the hearing to respond to specific questions from the decision-maker(s) and the parties, and the witnesses will then be excused.

All parties, witnesses, and other participants may appear at the live hearing virtually with technology enabling participants to see and hear each other simultaneously. At the request of either party, the university will consider conducting an in-person hearing.

Each party will have an equal opportunity to present witnesses and other evidence. Any credibility determinations will not be based on a person's status as a complainant, respondent, or witness.

Each party's Advisor will be permitted to ask the other party and any participating witnesses all relevant questions and follow-up questions, including those challenging credibility. This cross-examination will be conducted directly, orally, and in real time by the party's Advisor and never by a party themselves.

Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant unless such questions and evidence about the complainant's prior sexual behavior is offered to prove that someone other than the respondent committed the conduct alleged by complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent.

The University cannot require, access, consider, disclose, allow, rely upon, seek disclosure of, or otherwise use a party's protected records or information without the voluntary, written consent of the relevant party or individual. Protected records or information include, but are not limited to, the following:

1. Records that are made or maintained by a physician, psychiatrist, psychologist, counselor, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party; and
2. Information protected under a legally recognized privilege (e.g., attorney-client, married individuals, clergy and communicant, psychotherapist and patient, physician and patient, etc.).

Any party or witness may choose not to offer evidence and/or answer questions at the hearing, either because they do not attend the hearing, or because they attend but refuse to participate in some or all questioning. The decision-maker(s) can only rely on whatever relevant evidence is available through the investigation and hearing in making the ultimate determination of responsibility. The hearing decision-maker(s) may not draw any inference solely from a party's or witness's absence from the hearing or refusal to submit to cross-examination.

H. Joint Hearings

In hearings involving more than one Respondent and/or involving more than one Complainant, can be heard jointly if the respondent has been accused of substantially similar conduct or allegations that arise out of the same occurrence or series of events.

At the discretion of the Title IX Coordinator, investigations and/or hearings pertinent to each Respondent or complaint will be conducted separately if there is a compelling reason to do so. Charges against multiple students involved in the same incident may be heard in a single case only if each student respondent consents to such a proceeding. In joint hearings, separate determinations of responsibility will be made for each Respondent and/or for each complaint with respect to each alleged policy violation.

I. Hearing Recordings

Hearings (but not deliberations) are recorded by Winston-Salem State University for the purpose of review in the event of an appeal. The parties may not record the proceedings and no other unauthorized recordings are permitted.

The hearing decision-maker(s), the parties, their Advisors, and appropriate administrators of Winston-Salem State University will be permitted to review the recording or review a transcript of the recording, upon request to the Title IX Coordinator. No person will be given or be allowed to make a copy of the recording without the permission of the Title IX Coordinator.

J. Deliberation and Standard of Proof

The decision-maker(s) will deliberate in closed session to determine whether the Respondent is responsible for the policy violation(s) in question. A simple majority vote is required to determine the finding. The preponderance of the evidence standard of proof is used.

When there is a finding of responsibility on one or more of the allegations, the decision-maker(s), the parties, their Advisors, and appropriate administrators of Winston-Salem State University may then consider the previously submitted party impact and/or mitigation statement(s) in determining appropriate sanction(s). Each of the parties will have an opportunity to review any submitted impact and/or mitigation statement(s).

As part of that determination of sanctions and remedies, the Title IX Coordinator may, in their discretion, provide the decision-makers with information regarding previous conduct violations by the respondent.

K. Notice of Outcome

The Hearing Chair will share the outcome letter, which includes the final determination, rationale, and any applicable sanction(s), with the parties and their Advisors.

The Notice of Outcome will be shared with the parties simultaneously to the parties' WSSU issued email or any other means of delivery deemed appropriate by the Title IX Coordinator (in-person, mail, to an approved email account, etc.) Once mailed, emailed, and/or received in-person, notice will be presumptively delivered.

The Notice of Outcome will include a description of the procedural steps taken by WSSU related to the grievance procedure; the finding for each alleged policy violation; a statement of, and rationale for, the result of each allegation to the extent the WSSU is permitted to share such information under state or federal law; remedies designed to restore or preserve equal access to the education program or activity will be provided to the complainant; any sanction(s) issued which the WSSU is permitted to share according to state or federal law; and the relevant procedures and bases for appeal.

L. Sanctions/Remedies

Factors considered when determining a sanction/responsive action may include, but are not limited to:

- The nature, severity of, and circumstances surrounding the violation(s)
- The Respondent's disciplinary history

- The need for sanctions/responsive actions to bring an end to the discrimination, harassment, and/or retaliation
- The need for sanctions/responsive actions to prevent the future recurrence of discrimination, harassment, and/or retaliation
- The need to remedy the effects of the discrimination, harassment, and/or retaliation on the Complainant and the community
- The impact on the parties
- Any other information deemed relevant by the Decision-maker(s)

The sanctions and remedies will be implemented as soon as is feasible, either upon the outcome of any appeal or the expiration of the window to appeal without an appeal being requested.

i) Student Sanctions

The following are the common sanctions that may be imposed upon students singly or in combination:

- Expulsion means a permanent dismissal. A student who has been expelled from WSSU may not be admitted to another constituent institution of the University, unless and until the sanction of expulsion has been rescinded by WSSU.
- Permanent Suspension means that the student is removed from good standing and must leave the University permanently without an expectation that the student may eventually return to the WSSU campus. The student is not barred, however, from seeking admission to another UNC System university, if that university wishes to permit such application following disclosure of the student's disciplinary record at WSSU.
- Suspension for a Definite or Indefinite Period means that the student is removed from good standing and must leave the University for a definite or indefinite period. This form of suspension anticipates that the student may eventually return if applicable conditions are satisfied. Academic work completed at another institution during a period in which a student is under suspension from the University may not be transferred toward the degree, but applicable health care or insurance benefits may be continued if the health insurance premium has already been paid.
- Probation for a Definite or Indefinite Period, including probation with associated conditions or requirements as set by the Hearing Officer, means that a student may remain at the University but may be required to satisfy specified conditions or requirements, report regularly to a designated administrator, and be barred from holding any office or participating in any activity in which the student represents the University, including athletics or other competitive teams, or from participating in any University-recognized student organizations either within or outside the University community. The sanction of probation prohibits graduation until the period of probation has ended and the student has complied with all requirements.

- Other Actions: In addition to or in place of the above sanctions, the University may assign any other measures as deemed appropriate which may include the loss of privileges, residential and/or campus bans, No Contact Order, withholding or revoking a degree, restitution, educational program/project/class, housing relocation, housing termination, counseling referral, educational conversation with faculty or staff, fines, residence hall expulsion/eviction, community service, any other University sanctions, or any other appropriate measures.
- Expulsion, permanent suspension, suspension for a definite or indefinite period, and probation will be noted on a student's transcript while the sanction is in effect.

ii) Employee Sanctions

The following are the common sanctions that may be imposed upon students singly or in combination:

- Verbal or Written Warning
- Performance Improvement Plan/Management Process
- Enhanced Supervision,
- Observation, or Review
- Required Counseling
- Required Training or Education
- Probation
- Denial of Pay Increase/Pay Grade
- Loss of Oversight or Supervisory Responsibility
- Demotion
- Transfer
- Reassignment
- Delay of (or referral for delay of) Tenure Track Progress
- Assignment to New Supervisor
- Restriction of Stipends, Research, and/or Professional Development Resources
- Suspension/Administrative Leave with Pay
- Suspension/Administrative Leave without Pay
- Termination
- Other Actions: In addition to or in place of the above sanctions/responsive actions, the university may assign any other responsive actions as deemed appropriate.

iii) Remedies

When there has been a determination that the Complainant has violated the Policy, the University will consider appropriate remedies, based upon the findings and unique circumstances of each report. Remedies are measures taken to restore and preserve the Complainant's equal access to the University's educational programs, employment opportunities, or activities by addressing the effects of the conduct on the Complainant. Remedies seek to restore to the Complainant, to the extent possible, all benefits and opportunities lost as a result of the Title IX Sexual Harassment. Remedies may include, but are not limited to, adjustment of work or class assignments, location, and/or schedule or recommending a review of a negative performance or grade decision that may have resulted from the conduct that violated the Policy. Remedies need not be non-disciplinary or nonpunitive and need not avoid burdening the Respondent.

The Title IX Coordinator or designee will, in all cases, consider whether there is a need for additional or extended remedies. The Title IX Coordinator or designee is responsible for effective implementation of any remedies.

3. Title IX Coordinator, investigator, or decision-maker had a conflict of interest or bias for or against complainant or respondent generally or the individual complainant or respondent that affected the outcome of the matter.

Mere dissatisfaction with the hearing decision-maker(s) or dismissal outcome is not a valid basis for appeal. In addition, appeals are not intended to be a rehearing of the matter. The scope of the appeal will be limited to the grounds for appeal included in the written appeal submissions. In any request for an appeal, the burden of proof lies with the party requesting the appeal, because the outcome will be presumed to have been decided reasonably and appropriately.

If it is determined that the written appeal does not meet any of these criteria, the appeal will be denied without review by the appeal decision-maker(s). Once the appeal is filed, WSSU will provide written notice to the other party. If the appeal is determined to be properly filed, the other party will be given an opportunity to review and respond to the written appeal. Responses to written appeals are due five (5) business days after receipt of a copy of the appeal and are limited to 2,500 words.

If both parties have filed an appeal, the appeal documents from each party will be considered together in one appeal review process. Each party will be provided with the other party's appeal and may provide a response to the other party's written appeal. Responses to written appeals are due five (5) business days after receipt of a copy of the appeal and are limited to 2,500 words.

After reviewing all submitted materials, the appeal decision-maker(s) may: (1) affirm the outcome; (2) return the matter to the original or a new hearing decision-maker(s) with instructions to cure the procedural error, perceived conflict of interest/bias, or to consider the new evidence; (3) return the matter to the original or a new investigator with instructions to cure the procedural error, perceived conflict of interest/bias, or to consider the new evidence; (4) change the sanctions; or (5) overturn the dismissal.

All decisions are by majority vote and apply the preponderance of the evidence standard. Decisions by the appeal decision-maker(s) are by a majority vote of appeal decision-maker(s) present and participating in the appeal consideration.

The outcome (including rationale for the result) of the appeal decision-maker(s) will be made in writing to both the complainant and respondent. All decisions by the appeal decision-maker(s) are final.

DISABILITY ACCOMMODATIONS IN THE RESOLUTION PROCESS

WSSU is committed to providing reasonable accommodations and support to qualifying students, employees, or others with disabilities to ensure equal access to the Resolution Process.

Students needing such accommodations or support should contact WSSU's Department of Services for Students with Disabilities and employees should contact Human Resources, who will review the request and, in consultation with the person requesting the accommodation and the Title IX Coordinator, determine which accommodations are appropriate and necessary for full participation in the process.

APPEAL PROCEDURES

Both parties have the opportunity to appeal a determination regarding responsibility and a dismissal of a formal complaint or any allegations in the complaint to the appeal decisionmaker(s) within five (5) business days of the issuance of the decision. Appeals are submitted by completing the online appeal form that will be included in any decision letter from the hearing decision-maker(s).

If neither party requests an appeal within the five (5) business day timeline, any sanction will take effect immediately at the end of the five (5) business day appeal timeline.

Appeals are limited to 2,500 words, including attachments. Grounds for the appeal must be clearly and concisely stated, and all relevant information substantiating the grounds for appeal should be included.

The following constitute appropriate grounds for appeal:

1. the procedural irregularity that affected the outcome;
2. new evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; or

SANCTIONS STATUS DURING THE APPEAL

Any sanctions imposed as a result of the hearing are stayed (i.e., not implemented) during the appeal process. Supportive measures may be reinstated, subject to the same supportive measure procedures above.

FAILURE TO COMPLY WITH SANCTIONS AND/OR RESPONSIVE ACTIONS

All Respondents are expected to comply with the assigned sanctions, responsive actions, and/or corrective actions within the timeframe specified by the final Decision-maker(s) (including the Appeal Chair/Decision-maker(s)).

Failure to abide by the sanction(s)/action(s) imposed by the date specified, whether by refusal, neglect, or any other reason, may result in additional sanction(s)/action(s), including suspension, and expulsion/termination from the University. A suspension will only be lifted when compliance is achieved to the satisfaction of the Title IX Coordinator.

WITHDRAWAL OR RESIGNATION BEFORE COMPLAINT RESOLUTION

A. Students

Should a respondent decide not to participate in the Resolution Process, the process may proceed absent their participation. Should a student Respondent permanently withdraw from WSSU, the Resolution Process typically ends with a dismissal, as WSSU has lost primary disciplinary jurisdiction over the withdrawn student. However, WSSU may continue the Resolution process at the discretion of the Title IX Coordinator.

Regardless of whether the complaint is dismissed or pursued to completion of the Resolution Process, WSSU will continue to address and remedy any systemic issues or concerns that may have contributed to the alleged violation(s), and any ongoing effects of the alleged harassment, discrimination, and/or retaliation. The respondent who withdraws or leaves while the process is pending might not be able to return to WSSU in any capacity, if the Process is not completed.

Admissions and Security may be notified, accordingly.

If the respondent only withdraws or takes a leave for a specified period of time (e.g., one semester or term), the Resolution Process may continue and, if found in violation, that student is not permitted to return to WSSU unless and until all sanctions, if any, have been satisfied.

B. Employees

Should an employee Respondent resign with unresolved allegations pending, the Resolution Process typically ends with dismissal, as the University has lost primary disciplinary jurisdiction over the resigned employee. However, the University may continue the Resolution Process when, at the discretion of the Title IX Coordinator, doing so may be necessary to address safety and/or remedy any ongoing effects of the alleged harassment, discrimination, and/or retaliation.

Regardless of whether the matter is dismissed or pursued to completion of the Resolution Process, the University will continue to address and remedy any systemic issues or concerns that contributed to the alleged violation(s), and any ongoing effects of the alleged harassment, discrimination, and/or retaliation.

The employee who resigns with unresolved allegations pending may not be eligible for academic admission or rehire with the University, and the records retained by the Title IX Coordinator will reflect that status.

Future inquiries regarding employment references for that individual may include that the former employee resigned during a pending disciplinary matter.

INFORMAL RESOLUTION PROCESS (IRP)

The Formal Grievance/Resolution Process is WSSU's primary resolution approach unless Informal Resolution is elected by all parties and WSSU.

At the request of either the Complainant or Respondent in writing, the University may facilitate an Informal Resolution Process (IRP). The University has chosen to offer IRP as an option for parties to choose a resolution that is best for them, while still serving the safety and educational needs of the campus community. IRP may be requested any time prior to the hearing decision-maker(s) rendering an outcome letter.

The IRP process is voluntary, and both the Complainant and Respondent must consent in writing to participating in the IRP process. The University will not require as a condition of enrollment or continuing enrollment, or employment or continuing employment, or enjoyment of any other right, waiver of the right to an investigation and adjudication of formal complaints.

The Title IX Coordinator will determine whether the request for IRP is appropriate for the particular Title IX complaint. The Title IX Coordinator may deny a request for IRP if the Title IX Coordinator determines that IRP would not be appropriate for the unique allegations and circumstances, even if both the complainant and respondent consent to the request.

An IRP request must be submitted, using the IRP form provided by the Title IX Coordinator. IRP may include a broad range of strategies, including but not limited to:

- Supportive Resolution. When the Title IX Coordinator can resolve the matter informally by providing supportive measures (only) to remedy the situation
- Alternative Resolution. When the parties agree to resolve the matter through an alternative resolution mechanism including mediation, restorative practices, facilitated dialogue, facilitated agreement etc.
- Accepted Responsibility. When the Respondent accepts responsibility for violating policy, and desires to accept the recommended sanction(s) and end the Resolution Process.

IRP may be conducted by any means (in-person, virtually, email, etc.) the Title IX Coordinator determines to be appropriate, based on factors such as the nature of the complaint, the desires of the parties, and any other relevant considerations. WSSU does not offer or facilitate an IRP to resolve allegations that an employee sexually harassed a student. The Title IX Coordinator may facilitate the IRP or assign a facilitator as appropriate.

At any time prior to agreeing to a resolution in writing, the Title IX Coordinator has the right to end the IRP and each party also has the right to withdraw from the IRP and resume the formal complaint process.

As a condition of engaging in Informal Resolution, the statements made, or evidence shared, during the Informal Resolution process will not be considered in the Formal Grievance Process unless all



party's consent. The facilitator is prevented from participating in a formal resolution process as a witness (to share information about the parties' IRP), Hearing Chair, and hearing decision-maker(s).

Prior to implementing Informal Resolution, WSSU will provide the parties with written notice of the reported misconduct and any sanctions (only in the case of Accepted Responsibility) or measures that may result from participating in such a process, including information regarding any records that will be maintained or shared by WSSU.

WSSU will obtain voluntary, written confirmation that all parties wish to resolve the matter through Informal Resolution before proceeding and will not pressure the parties to participate in Informal Resolution.

WSSU maintains the right to reject any term or proposed term of the IRP agreement. WSSU may provide suggested language to be included in the agreement.

The Title IX Coordinator maintains records of any resolution that is reached, and failure to abide by the resolution agreement may result in appropriate responsive/disciplinary actions (e.g., referral for formal resolution, referral to the conduct process for failure to comply). The results or agreements resulting from an IRP are not appealable.

PUBLIC NOTIFICATIONS AND RECORDKEEPING

The University will make publicly available on its website the following materials:

- Name and contact information of the Title IX Coordinator
- The Title IX Sexual Harassment Policy and these Procedures, and
- All materials used to train Title IX Coordinators, investigators, Hearing Decisionmakers, Appeals Decision-Makers, other decision-makers under this resolution process, and facilitators of informal resolutions.

The University will maintain for a minimum period of seven (7) years records of the following:

- Each Sexual Harassment investigation, including any determination regarding responsibility and any audio or audiovisual recording, any disciplinary sanctions imposed on the Respondent, and any remedies provided to the Complainant;
- Any appeal and results of the appeal;
- Any informal resolution and results of that resolution; and
- All materials used to train Title IX Coordinators, investigators, Hearing Officer, Appeals Officers, other decision-makers under this resolution process, and facilitators of informal resolutions.

REVISION OF THE POLICY AND THESE PROCEDURES

The Policy and these procedures supersede any previous policies addressing Title IX Sexual Misconduct and Retaliation for incidents occurring on or after August 14, 2020, under Title IX and will be reviewed and updated annually by the Title IX Coordinator. The University reserves the right to make changes to this document as necessary, and once those changes are posted online, they are in effect.

During the Resolution Process, the Title IX Coordinator may make minor modifications to procedures that do not materially jeopardize the fairness owed to any party, such as to accommodate summer schedules.

If government laws or regulations change the requirements in a way that impacts this document, this document will be construed to comply with the most recent government laws or regulations.

This document does not create legally enforceable protections beyond the protections of the background state and federal laws which frame such policies and codes, generally. In the event any provision of this Policy and Procedures conflicts with applicable law, the law will supersede such provision.

Students' Code of Conduct

I. AUTHORITY OVER STUDENT CONDUCT

The university community respects certain principles that govern socially and academically acceptable standards of good conduct and behavior. All community members, including students, are expected to conduct themselves in accordance with the regulations of the university and to comply with municipal, state, and federal laws. Violations of campus or University policies, rules, or regulations, or federal, state, or local law may result in a violation of the student code of conduct and imposition of student discipline. The Students' Code of Conduct, herein referred to as the Code, provides the framework for identifying the standards of behavior and minimum due process requirements for addressing or adjudicating violations. Disciplinary measures and/or penalties shall be in accordance with procedural and substantive due process safeguards applicable to disciplinary actions as required by Section 502D (3) of The Code of The UNC Board of Governors, Policy 700.4.1, and applicable campus policies, as they may be amended from time to time. Where there is a conflict between The Code of The UNC Board of Governors and this Code of Conduct, then The Code of The UNC Board of Governors will control.

II. JURISDICTION OVER STUDENT CONDUCT

The Code of Conduct and the processes for its administration and enforcement exist for the protection and advancement of the University community's particular institutional interests. The Students' Code of Conduct applies to individual students, University affiliated student organizations, and is used to enforce University policies and regulations. The authority to enforce policies, regulations, and sanctioning decisions rests with the Chancellor and has been delegated to the Vice Chancellor for Student Affairs. A violation of federal, state, and local law may also be a violation of university regulations.

III. OFFENSES UNDER THE CODE OF CONDUCT

The following offenses listed are only examples of various offenses, which fall under the Students' Code of Conduct. Neither WSSU, nor is not intended to be exhaustive. Students are expected to exercise judgment and discretion in their actions, and are not to:

1. Furnish false or misleading information on university records or forms by commission or omission; knowingly misrepresent the facts pertaining to university procedures; furnish false information to any member of the University community; or misuse documents and keys.
2. Steal, deface or destroy property of the University; possess stolen property; or infringe on the rights or property of members of the University community.
3. Misuse access privileges to university premises including, but not limited to violate positions of trust or authority; misuse university or organizational names and images; steal or misuse university computing equipment, facilities, passwords, accounts, or information.
4. Possess or carry, whether openly or concealed, any gun, rifle, pistol, or other firearm on campus, or to a curricular or extracurricular activity sponsored by the university.
5. Possess or use weapons, included but not limited to: BB guns, air rifle, air pistol, bowie knife, dirk, dagger, slingshot, switchblade knives, blackjack, metallic knuckles, swords, bow and arrows, razors or razorblades (except solely for personal shaving), fireworks or other explosive materials in any University-owned buildings, grounds, housing units, or student activities.
6. Start fires, explode fireworks, improperly use chemicals, and/or tamper with fire-fighting equipment (including, but not limited to, hoses, sprinklers, and fire extinguishers).
7. Gamble on University-owned property including, but not limited to, buildings, streets, and parking lots.
8. Communicating threats either verbally or written to any members of the University community.
9. Engage or subject another individual, whether intentional or unintentional, in activity likely to cause physical injury, mental distress, personal indignities of a highly offensive nature; engage in fighting.
10. Engage in physical abuse, sexual harassment, harassment, non-consensual sexual acts, coerced or forced physical contact via means of intimidation, physical restraint, or violence (For more information, please refer to the Policy on Sexual Harassment and Sexual Violence, as it may be amended from time to time).
11. Engage in dating violence. Dating is violence committed by a person (1) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (2) where the existence of such a relationship shall be determined based on a consideration of the following factors (a) the length of the relationship, (b) the type of relationship, and (c) the frequency of interaction between the persons involved in the relationship. (For more information, please refer to the Policy on Sexual Harassment and Sexual Violence, as it may be amended from time to time).
12. Engage in domestic violence. Domestic violence includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.
13. Violate the Policy on Sexual Harassment and Sexual Violence, as it may be amended from time to time. (For more information, please refer to the Policy on Sexual Harassment and Sexual Violence, as it may be amended from time to time).
14. Stalk or engage in stalking or engage in a course of conduct directed at specific person that would cause a reasonable person to (1) fear for his or her safety or the safety of other or

- (2) suffer substantial emotional distress (For more information, please refer to the Policy on Sexual Harassment and Sexual Violence, as it may be amended from time to time).
15. Engage or subject another individual, whether intentional or unintentional, in activity likely to cause physical injury, mental distress, or personal indignities of a highly offensive nature, which is in connection with recruitment, initiation, or continued membership in a society, fraternity, or sorority, club, athletic team, or other similar group. Hazing for the purpose of this policy is not limited to the statutory definition. (For more information, please refer to the Hazing Policy, as it may be amended from time to time).
 16. Engage in any activity that deliberately threatens, harasses, intimidates another individual, or places an individual in reasonable fear of harm to the individual or damage to the individual's property; or has the effect of substantially disrupting the orderly operation of the individual's daily life via the use of electronic information and communication devices, to include but not be limited to: e-mail messages, instant messaging, text messaging, cellular telephone communications, internet blogs, social media sites, internet chat rooms, internet postings, and defamatory websites (For more information, please refer to Cyberbullying Policy, as it may be amended from time to time).
 17. Exhibit conduct of a lewd, indecent, obscene, conduct that disturbs the peace, or disorderly manner as defined by state statutes on the campus or at any University-sponsored event or public event while identified as a member of the University community.
 18. Enter or use University facilities without authorization, trespass, and/or misuse of restricted areas; or violate rules governing University residence facilities, including but not limited to the key policy and co-ed visitation policy (For more information, please refer to Housing and Residence Life Policy, the Guide to On-Campus Living in Housing and Residence Life, and/or the Housing and Residence Life Living Agreement).
 19. Possess, consume, and/or use alcoholic beverages on university owned property or at a student activity on campus.
 20. Possess alcohol paraphernalia included but not limited to empty alcoholic bottles, alcoholic carton, beer bong, funnels, kegs.
 21. Consume alcohol while under the statutory legal age, as it may be amended from time to time.
 22. Provide alcohol to a minor or any person not of the statutory legal age to consume alcoholic beverages.
 23. Be publicly intoxicated.
 24. Possess and/or use of controlled and/or illegal substance. If you are a student who has been prescribed any narcotic by a licensed health care professional, you may possess or use such drugs in the manner as directed by the health care professional and must possess, and provide upon request, written documentation for verification purposes. If the narcotic cannot be lawfully possessed in the State of North Carolina, then you may not possess it on campus.
 25. Share prescription medication with another individual. Such violations will be deemed and cited as "sale or distribution of the illegal substance."
 26. Possession of drug paraphernalia and/or drug residue, including but not limited to stems, seeds, powder, crystals, and scales. If you are a student who has been prescribed any narcotic by a licensed health care professional, you may possess or use such drugs in the manner as directed by the health care professional and must possess, and provide upon request, written documentation for verification purposes.
 27. Share drug or prescription medicine paraphernalia with another individual. Such violations will be deemed and cited as "sale or distribution of the illegal substance/drug paraphernalia."
 28. Possession with the intent to manufacture, sell and/or deliver any controlled substance or use narcotic drugs, whether controlled or prescribed, on or in university-owned property.
 29. Intend to purchase any controlled and/or illegal substance on, around, or in university controlled property.
 30. Disrupt university operations; obstruct freedom of movement by community members or visitors; abuse, interfere with or fail to comply in university processes including student conduct hearings/ administrative hearings; fail to comply with directions of university officials.
 31. Aid or abet the violation of The Student's Code of Conduct or assist another person in the commission of a crime or act that violates this policy.
 32. Violate local, state, and/or federal law, as they may be amended from time to time.
 33. No student shall threaten, coerce, harass or intimidate another person or identifiable group of persons, in a manner that is unlawful or in violation of a constitutionally valid University policy, while on university premises or at university-sponsored activities based in whole or in part upon any of the protected statuses included in Section 103 of The Code of The UNC Board of Governors.
 34. No student shall engage in unlawful harassment leading to a hostile environment. Unlawful harassment includes conduct that creates a hostile environment by meeting the following criteria:
 - a. Directed toward a particular person or persons;
 - b. Based in whole or in part upon any of the protected statuses included in Section 103 of
 - c. The Code of The UNC Board of Governors
 - d. Unwelcome;
 - e. Severe or pervasive;
 - f. Objectively offensive; and

- g. So unreasonably interferes with the target person's employment, academic pursuits, or participation in university-sponsored activities as to effectively deny equal access to the University's resources and opportunities.

35. In determining whether student conduct violates these provisions, all relevant facts and circumstances shall be considered. Care must be exercised in order to preserve freedoms of speech and expression, as articulated in current legal standards. Advice should be sought from campus attorneys, as appropriate.

IV. STUDENT CONDUCT PROCEEDINGS

- A. Student Conduct proceedings may be instituted against a student charged with violation of a law that is also a violation of The Students' Code of Conduct, without regard to criminal arrest, criminal charges, prosecution, or civil litigation. Proceedings under the Students' Code of Conduct are generally carried out without awaiting the conclusion of civil or criminal proceedings off campus as such proceedings have no bearing on student conduct proceedings.
- B. When a student is charged with an off-campus violation of federal, state or local laws, or the laws of another country, conduct action may be taken and sanctions may be imposed, up to and including expulsion, if the off-campus violation is misconduct that demonstrates disregard for the university community or poses a potential threat to that community.

V. NOTIFICATION AND HEARING OF CONDUCT ALLEGATIONS

- A. Allegations of Students' Code of Conduct violations will be presented to the Students' Code of Conduct, via Maxient Student Conduct System, from WSSU Campus Police or an Incident Report by residence life staff, students, faculty, and/or staff. To report an incident, use the following link to the [Maxient Student Conduct Incident Report](#). You can also find the link listed on the Office of Community Standards and Civility Homepage, which is located on WSSU's website. Incidents that violate the Code of Conduct shall be submitted as soon as possible after it takes place and factual information should be provided to support the charge.
- B. A student may be accused of a violation only with a formal charge/complaint from Director of Community Standards and Civility or Housing Director, or their respective designees, who will send notice of complaint to the student by electronic notification. A student's university assigned email shall be the method of official communication (For more information, please refer to Official Method of Communication Policy).
- C. **Minor Violations:** a minor violation is one for which the possible sanctions are less than suspension and/or expulsion.

1. Due Process Requirements for Minor Violations. Students charged with minor violations of the Student Code of Conduct will receive a notice of the complaint. This notice will:

- a. Contain the substance of the allegations.
- b. Advise the student of his/her right to a staff advisor/advocate or licensed attorney. An advisor/advocate from the University is available to assist in all aspects of the student's case. It is the student's responsibility to contact the advisor/advocate upon receipt of the notice of referral of a complaint. If a student hires or engages a licensed attorney at his/her own expense, then the student must then notify the Office of Community Standards and Civility and provide the attorney's name and contact information. The student and attorney are required to complete several forms, which will be attached to their conduct notification letter and must then be returned to the Office of Community Standards and Civility prior to the date of the scheduled Pre-hearing Conference or Administrative Hearing. Students must execute a FERPA waiver to allow the attorney access to the student's conduct information and allow the attorney to share a student's right to speak during the hearing process. The advisor/advocate/attorney will not be allowed to participate in the hearing if the required forms are not executed prior to the Pre-hearing Conference. All participating advisors/advocates/licensed attorneys will also have to conduct themselves in the same manner to which students are held. If an advisor/advocate/ or attorney becomes unruly or conducts himself or herself in a manner that is disruptive to the proceedings, he or she may be asked to leave.
- c. Advise the student to contact the Director of Community Standards and Civility or a designee regarding the allegations that the student has violated the Students' Code of Conduct.
- d. Advise the student that failure to contact the Director of Community Standards and Civility or a designee constitutes a violation of the Student's Code of Conduct.
- e. Advise the student whether the victim has requested alternative dispute resolution of the allegations and the process for alternative dispute resolution.

2. Prior to formally charging the student, the Director of Community Standards & Civility or a designee will:

- a. Consult with the Vice Chancellor of Student Affairs or University Counsel when an action is pending in state court, federal court, or court in a foreign country against a student or has been adjudicated in court to determine whether the student has concurrently violated the Students' Code of Conduct. If it is determined that the university has been impacted, then the student will be subject to

- a notification of violation in accordance with the Students' Code of Conduct.
- b. Receive and review allegations. Determine whether (1) the allegation, if proven, would constitute an offense under the Students' Code of Conduct and (2) based upon the stated allegation, is there reasonable belief that such a violation may have occurred. This screening may involve reading of the case allegations, description of the alleged conduct, or discussion with the individual(s) making the allegation, as appropriate to the situation.
 - c. If a complaint is to be pursued, then it is then referred to a hearing official or body. The student must be notified in writing of the alleged violation(s), the referral, and the hearing date. The hearing should not be scheduled for at least five (5) calendar days after the student receives the notice unless the student agrees to an earlier hearing date in writing. A committee member or the hearing official who has a conflict with bias about or interest in the case should recuse himself. If the committee member or the hearing official refuses to recuse himself, a designated university official shall make the recusal decision.
 - d. For minor violations, the student may waive the hearing and accept a sanction proposed by a designated university official. The waiver and acceptance must be in writing and signed by the student.
 - e. Determine if the alleged victim desires alternative dispute resolution of the charges.
 - f. Review other University policies affecting students and, if applicable, maintain a copy in the case file and provide a copy to any appeal body that later hears the case.
3. At the PHC, the Director of Community Standards & Civility or a university official assigned to this matter shall provide the student with:
 - a. Opportunity to review allegations
 - b. Opportunity to review student conduct code procedures.
 - c. Notice of formal charges resulting from allegations.
 - d. Notice of restrictions to be imposed, if any, to protect the alleged victim.
 - e. Notice of means of resolving formal charges through written acceptance or denial of responsibility.
 - f. Notice of alternative dispute resolution of the charges if the accuser consents.
 - g. Opportunity for advisor/advocate/licensed attorney to ask questions for clarification to give the accused student ample time to formally prepare for the hearing.
- A. A student who accepts responsibility shall be advised that:
 1. He/she has the right to provide additional information regarding the allegations but is not required to do so.
 2. The Director of Student Conduct or university official assigned to this matter shall make the determination of sanctions.
 3. The student waives his/her right to have the matter heard by a student conduct hearing body.
 4. Any sanctions imposed may be appealed to the Vice Chancellor for Student Affairs. If the allegations are a violation to the Sexual Harassment and Sexual Violence policy, then the appeal will follow the process defined by that policy.
 5. The student's acceptance of responsibility must be in writing on a form provided by the Director of Community Standards and Civility, which must contain the provisions of 1-4 above and must be signed and dated by the student, Director of Community Standards and Civility, or official assigned to this matter.
 - B. A student who denies responsibility or prefers to have the charges heard by the WSSU Student Conduct Council shall be advised that:
 1. He/she has the right to provide additional information regarding the allegations but is not required to do so during the PHC.
 2. The hearing should not be scheduled for at least five (5) calendar days after the student receives the notice unless the student agrees to an earlier hearing date in writing. The notice will include the date, time, and location of the Student Council Hearing.
 3. The student must provide an address (permanent and local) and his/her WSSU e-mail address for notice of proceedings. A student's university assigned email shall be the method of official communication.
 4. The student has a right to an advisor/advocate/licensed attorney. Licensed attorneys shall be hired at the student's expense.
 5. Student's denial of responsibility shall be in writing and/or electronic notification of the resolution or adjudication of the charges from the Director of Community Standards and Civility or university official assigned to

this matter. The notification will be sent to the contact address provided by the student and in accordance with the Official Method of Communication Policy. A student who has accepted responsibility the charges will be advised of the sanctions imposed and the student's right of appeal unless an administrative hearing is necessary to determine sanctions. If a hearing is required to impose sanctions, then student will be given notice of the date, time, and location of the hearing. The hearing should not be scheduled for at least five (5) calendar days after the student receives the notice unless the student agrees to an earlier hearing date in writing. If a hearing is held, it may occur as a meeting between the hearing committee/official and the student. It will be a closed meeting.

D. Serious Violations: A serious violation is one for which the possible sanctions are suspension and/or expulsion.

1. Due Process Requirement: Students charged with serious violations of the Student Code of Conduct will receive a notice of the complaint. This notice must be issued within a reasonable time and will:
 - a. Contain the substance of the allegations offense(s) charged, the possible sanctions, and a brief recitation of the factual allegations supporting the charge. For all charged offenses which could result in expulsion, the notice must include this possibility and must specify
 - b. that expulsion precludes matriculation at any UNC constituent institution.
 - c. Advise the student that he he/she shall be entitled to an advisor/advocate/licensed attorney. An advisor/advocate from the University is available to assist in all aspects of the student's case. It is the student's responsibility to contact the advisor/advocate upon receipt of the notice of referral of a complaint. If a student hires or engages a licensed attorney at his/her own expense, then the student must then notify the Office of Student Conduct and provide the attorney's name and contact information. The student and attorney are required to complete several forms, which will be attached to their conduct notification letter and must then be returned to the Office of Community Standards and Civility prior to the date of the scheduled Prehearing Conference for Student Conduct Council hearing. Students must execute a FERPA waiver to allow the attorney access to the student's conduct information and allow the attorney to share a student's right to speak during the hearing process. The advisor/advocate/attorney will not be allowed to participate in the hearing if the required forms are not executed prior

to the Pre-Hearing Conference. All participating advisors/advocates/licensed attorneys will also have to conduct themselves in the same manner to which students are held. If an advisor/advocate/ or attorney becomes unruly or conducts himself or herself in a manner that is disruptive to the proceedings, he or she may be asked to leave.

- d. Advise the student to contact the Director of Community Standards and Civility or a designee regarding the allegations that the student has violated the Code of Conduct.
 - e. Advise the student that failure to contact the Director of Student
 - f. Conduct or a designee constitutes a violation of Code of Conduct.
 - g. Advise the student whether the victim has requested alternative dispute resolution of the allegations and the process for alternative dispute resolution.
2. At the PHC, the Director of Community Standards and Civility or a university official assigned to this matter shall provide the student with:
 - a. Opportunity to review allegations and written evidence that will be used at the hearing and obtain a list of witnesses.
 - b. Opportunity to review student conduct code procedures.
 - c. Notice of formal charges resulting from allegations.
 - d. Notice of restrictions to be imposed, if any, to protect the alleged victim.
 - e. Opportunity for advisor/advocate/licensed attorney to ask questions for clarification to give the accused student ample time to formally prepare for the hearing.
 3. The student must provide an address (permanent and local) and his/her WSSU e-mail address for notice of proceedings. A student's university assigned e-mail shall be the method of official communication (for more information, please refer to Official Method of Communication Policy).
 4. Following the PHC, the student will receive written and/ or electronic notifications of the hearing, unless the notice of hearing has already been issued. If a hearing date is not set forth in the formal notice of the charge, written notice of the hearing date must be sent to be received by the student not less than five (5) calendar days before the proceeding is scheduled for hearing. The notice will include the date, time, and location of the Student Conduct council hearing. It will be a closed meeting. The notification will be sent to the contact address provided by the student and in accordance with the Official Method of Communication Policy.

5. Substantive Requirements: In each case there must be sufficient evidence supporting the decision and the sanction.

VI. ALTERNATE DISPUTE RESOLUTION

Upon mutual request by the accused student and the accuser, and with the consent of the Director of Community Standards and Civility or university official assigned to this matter, alternative dispute resolution, which includes, but is not limited to negotiated settlements or mediation, may be considered in lieu of formal charges for minor violations or for offenses where the sanction is no greater than a Disciplinary Warning. In those instances, the Director of Community Standards and Civility or university official assigned to this matter is authorized to select the method of alternative dispute resolution.

VII. COMPOSITION AND JURISDICTION OF STUDENT CONDUCT BODIES

A. WSSU Student Conduct Council

The WSSU Student Conduct Council shall hear all cases where a student denies responsibility for an alleged violation of the Code of Conduct or request that the case be heard by the WSSU Student Conduct Council. The WSSU Student Conduct council shall be composed of the SGA Attorney General who shall serve as chairperson from year to year for so long as he/she serves as SGA Attorney General; One (1) student, who meet the specific grade point average for that academic year and have completed at least one semester at the collegiate level; and two (2) members of the faculty and/or staff, who meet all requirements prescribed by the university.

VIII. HEARING PROCEDURE

An accused and enrolled student who fails to respond to a charge letter, does not attend the PreHearing Conference or at any time fails to respond to notification regarding the hearing process or refuses to abide by the hearing procedures, will forfeit the option of a student conduct council hearing. For minor violations, the Director of Community Standards and Civility, or a designee, without further notice, will proceed with the hearing whether or not the accused student is present. For serious violations, the Student Conduct Council will proceed without further notice to the student. If the student is found responsible, each hearing body will determine the appropriate sanction based on information available at that time. The student will be notified by mail and e-mail within ten (10) calendar days of the outcome of this review and of the student's right to appeal, if any.

Students who are not enrolled at the time of the conduct proceeding or who choose not to proceed will not be allowed to register at WSSU until resolution of the complaint of violation of the Code of Conduct. The Director of Community Standards and Civility shall notify the Office of Registrar of the pending conduct complaints. If a student attempts to transfer with an unresolved conduct matter, WSSU may notify the other institution and disclose any records associated with the complaint.

A. Hearing Officers and Bodies

Student Conduct that contradicts basic interests and policies of the university community will be addressed under hearing procedures designed to facilitate fair and impartial resolution. Hearings, whether held before a hearing officer or gull hearing panel, are unlike courts. Student conduct hearings engage in a full discussion of charges and circumstances and are not subject to the formal rules or proceedings of court. The Office of Community Standards and Civility shall designate the University Official to present testimonial and documentary evidence on behalf of the university at all hearings.

1. Student Affairs Administrative Hearings

The Director of Community Standards & Civility shall preside over all Administrative Hearings, except in matters related to residential living, in which case a designee of the Director of Community Standards & Civility shall preside. The Administrative Hearing shall not be scheduled for at least five (5) calendar days after the student/organization receives the Notice of Allegation(s) unless the student/organization agrees to an earlier hearing date in writing. Attorney and Non-Attorney advocates may participate in the proceedings as provided above.

A hearing official who has a conflict with, bias about or interest in the case should recuse himself or herself. If the committee member or the hearing official refuses to recuse himself or herself, the Assistant Dean of Students or designee shall make the recusal decision. Respondents may present testimonial and documentary evidence, provided that such evidence is relevant to the charge or other evidence presented and does not otherwise infringe the rights of other students/organizations. Likewise, university personnel may present testimonial and documentary evidence.

At the conclusion of the presentation of evidence, the presiding official shall determine based on a preponderance of the evidence whether the alleged code violation occurred. This determination must be made within 10 calendar days after the date of the Administrative Hearing. The decision must be transmitted to the student in writing within 10 calendar days of the date the decision is made, and it must contain a brief summary of the evidence upon which the decision is based.

Link for more info: <https://www.wssu.edu/about/offices-and-departments/division-of-institutional-integrity/legal-affairs/policies-and-procedures/chapter-300-undergraduate-and-graduate-students/301-general/files/documents/code-of-community-standards-civility.pdf>

CONFLICTS OF INTEREST

A committee member or hearing official who has a conflict with bias about or an interest in a case must recuse himself. If the committee member refuses to recuse himself, a designated university official will make the recusal decision. The student must also be given the opportunity to challenge a committee member or hearing official on these grounds. The decision on the challenge must be made by the committee or official within five (5) calendar days. If necessary, a substituted committee member or hearing official will be appointed. If the committee member or the hearing official refuses to recuse him/herself, the Vice Chancellor for Student Affairs shall make the recusal decision.

B. Scheduling of Hearings

2. Student Conduct Council

Hearings before the WSSU Student Conduct Councils will be scheduled in accordance with the applicable due process requirements for notice. A hearing may be postponed once for a good cause, including but not limited to illness, unavailability of witnesses or evidence, upon request of either the accused or the accusing party. This postponement will not exceed ten (10) calendar days unless there exist an extraordinary circumstance. The Chair of the hearing body shall determine whether good cause exists to postpone a case.

Licensed attorneys are statutorily authorized to participate in student conduct hearings. The attorney must comply with and remain compliant with the university's rules and regulations that govern the process. For more information, please refer to UNC Policy Manual 700.4[R], as it may be amended from time to time.

C. Attendance

Hearings shall be closed except for the accused, an advisor/advocate/licensed attorney for the accused, the accuser, the University Official presenting the case, the WSSU Student Conduct Council and witnesses or persons who have been asked to testify by either the accused or accuser. Such witnesses or persons asked to testify should be present only for the portion of the hearing that involves their testimony and questions arising from the testimony. The SGA Attorney General will preside over the hearing. The Office of Legal Affairs is available for consultation regarding procedural matters. The Vice Chancellor for Student Affairs or designee shall be available for consultation if required by the hearing panel.

D. Evidence

Evidence will be allowed if, in the judgment of the hearing panel chairperson, it bears on the facts of the case. No written statements by witnesses or others having knowledge of the allegations may be allowed in the absence of the witness unless the witness has conversed with or been interviewed by the Director of Community Standards and Civility prior to the hearing.

E. Swearing of Witnesses

In all cases, witnesses will be sworn before the WSSU Student Conduct Council Hearing begins or before a witness testifies.

F. Witnesses

The testimony of witnesses will be heard if the Chair of the hearing panel determines that the testimony is relevant to the matter being heard and the witness has first-hand knowledge of the facts of the case. Character witnesses may be allowed to testify at the end of the hearing prior to rendering a determination of the alleged violations of the Students' Code of Conduct.

At least five (5) days prior to the scheduled hearing, the accused and the accuser shall provide in writing to the Director of Community Standards and Civility or a designee the names of the witnesses they expect to call and the expected testimony of the witnesses. The Director of Community Standards and Civility or a designee shall provide the information to the Chair of the hearing body, the accused, and the accuser for review prior to the scheduled hearing.

If either party calls a witness who has not previously been identified, then the other party may challenge the witness and/or the witness's testimony at the hearing. These challenges will be reviewed by the chair and either affirmed or denied. The hearing may be continued to a later time or day to allow either the accused or the accuser the opportunity to prepare rebuttal.

In some cases, the Chair of the Student Conduct Council may, upon the request of either party, issue an internal subpoena whenever it is determined that the presence of a witness is required to determine the facts of a case and the witness refuses to appear voluntarily at a hearing. Subpoenas must be personally delivered or sent by certified mail, return receipt requested, to the addresses most recently made available to the university by those parties. WSSU students are expected to comply with subpoenas issued pursuant to this process and students who fail to comply are subject to charges and sanctions for violating the Students' Code of Conduct.

G. Multiple Students

Charges against multiple students involved in the same incident may be heard in a single case only if each student defendant consents in writing to such a proceeding.

H. Confidentiality of Proceedings

Student Conduct Council is a public body and subject to the open meeting laws of the

State of North Carolina. However, in accordance with Family Educational Rights and Privacy Act (FERPA) of 1974, conduct hearings and reviews will be closed in order to protect information made confidential under this act. All testimony and information received in a closed hearing and deliberations are considered confidential and shall not to be divulged outside the hearing. Any person violating the confidentiality of the proceeding shall be subject to charges and sanctions for violating the Students' Code of Conduct. Members of the hearing body are also subject to removal.

I. Conduct Proceedings

1. In all cases involving serious violations (suspensions/expulsions), a transcript or other verbatim record of the hearing (but not of the deliberations) will be prepared. WSSU will be responsible for the costs of this record.
2. The Chair of the hearing panel will introduce those present and will explain the hearing procedures to the parties.
3. The Chair will state the charge and state that the hearing will be recorded.
4. A designated University Official must present sufficient witnesses and/or documentary evidence to establish and in support the alleged violation.
5. The accused and/or the advisor for the accused will be provided access to copies of all documentary evidence submitted by the accuser and will have the right to question the accuser and accuser's witnesses. The hearing body may ask questions directly to the accuser and the accuser's witnesses.
6. The accused and/or the advisor/advocate/licensed attorney for the accused may respond to the charge and may present evidence in the form of documents and witnesses. The accused may testify or may elect to remain silent. No inference may be drawn from the failure of the accused to offer testimony.
7. If the accused presents evidence, the accuser and/or the designated university Official will be provided access to copies of all documents submitted and may question the witnesses, including the accused if the accused has elected to testify. The hearing body may ask questions directly to the accused, if the accused elects to testify, and the accused's witnesses.
8. The accuser and/or the designated University Official may submit evidence, including testimony, to rebut evidence presented by the accused. The accused and the hearing body may ask questions directly to any rebuttal witnesses.
9. The accuser and/or the designated University Official will be provided the opportunity to make a final statement.
10. The Chair of the hearing panel will conclude the evidentiary portion of the hearing and set a time for deliberations to begin. Upon the conclusion of the hearing, the Chair will advise all hearing participants of the obligation of confidentiality and to refrain from discussing confidential information outside of the convened meetings. Breach of this directive by any university student will constitute a separate violation of the Students' Code of Conduct.
11. Deliberations will normally continue until a decision as to whether the accused student committed the offense charged has been reached. At the conclusion of the evidence, the committee/official will determine whether the charging official has shown by a preponderance of the evidence that the student committed the offense charged. This determination must be based solely on the evidence presented at the hearing. The committee or official will also determine the appropriate sanction. Recesses or continuation of the deliberations to a later time or a later day will be granted at the discretion of the Office of Community Standards and Civility. Deliberations by the hearing panel shall not be recorded or heard before the court reporter.
12. If the hearing body finds by a preponderance of the evidence that the accused committed the offense, testimony may be heard from interested parties, including character witnesses, prior to the imposition of sanctions. The court reporter shall be present and record verbatim testimony from all parties and witnesses presenting information. The Chair will conclude this portion of the hearing and hearing body will then deliberate applicable sanctions.
13. The hearing panel will determine appropriate sanctions within the ranges specified in the definitions herein.

J. Standard of Proof

Decisions by the hearing panel shall be based on a preponderance of the evidence, which is more likely than not that the alleged violations have occurred and that the accused student was responsible for the violation

K. Decision

1. Student Conduct Council

Conduct hearing panels shall decide whether the student committed the offense charged by simple majority vote of the panelists present. The Student Conduct Council is not authorized to hear matters involving violations of Title IX.

L. Sanction Assignment

After determining that the accused student committed the offense charged, those hearing the allegations will assign a sanction. In assigning an appropriate sanction, the prior conduct history of the accused, as found in the records of the Office of Community Standards and Civility, if any exist, shall be considered. The testimony of character witnesses may be considered. Consideration may also be given to aggravating or mitigating circumstances including, but not limited to:

- Intent to act in the manner described
- Intent to violate the policy or regulation described
- Prior violations or related behavior
- Other personal circumstances that might have affected the student at the time of the infraction

The decision of the hearing panel will be in writing and include a brief statement of the evidence that supports the finding of violation of each provision of the Students' Code of Conduct and a brief statement of the evidence that supports the sanctions it determines should be imposed. The decision of the hearing panel will be in the form of a recommendation to the Vice Chancellor of Student Affairs in all suspension and expulsion cases. The Vice Chancellor of Student Affairs or his/her delegate must make the conduct determination in all suspension and expulsion cases.

The Chancellor must make the final agency decision in all suspension and expulsion cases. If an appeal follows a review or hearing, all sanctions resulting from the review or hearing are held in abeyance pending the outcome of the appeal unless the student poses a serious threat to the campus or campus community.

M. Notice of Decision

The final hearing decision must be transmitted to the student in writing within ten (10) calendar days of the date of the decision is made, and it must contain a brief summary of the evidence upon which the decision is based. Appeal rights must be specified in the decision letter as provided herein. Appeal rights include the name and address of the body or person to whom an appeal shall be directed and the time period in which the appeal shall be made.

IX. SANCTIONS

The primary purpose of sanctions in the Students' Code of Conduct is to protect the university community from behavior that is disruptive, threatening or dangerous to others, lewd, indecent and obscene, or which impairs the primary function of the university to educate students. Sanctions under the Students' Code of Conduct may be tailored to suit the circumstances of each offense. Though maximum penalties may be selected, depending on the circumstances, and based upon the Policy Violations List and Sanctions Levels attached to the Students' Code of Conduct.

In cases where alcohol and/or drugs usage are known or where the accused student exhibits extreme violent or abusive behavior, sanctions imposed may be suspended pending drug and alcohol abuse assessment and counseling. Drug or alcohol assessment or counseling may be provided via campus based or community-based resources as determined by the Director of Community Standards and Civility and/or University Counseling.

Sanctions of expulsion and suspension affect the student's academic enrollment at the university. In order that students under expulsion, suspension or limited participation in daily campus life do not contravene the terms of the sanctions, the Vice Chancellor for Student Affairs shall, in writing, notify the Vice Chancellor for Academic Affairs, Financial Aid office, Registrar, Director(s) of Housing and Residence Life, Police and Public Safety, and such other offices as are necessary to ensure that the sanction is enforced. The Vice Chancellor for Student Affairs may also impose a "No Trespassing" sanction on a student, verbally and in writing, informing the student of specific guidelines to adhere to related to visiting the campus. Other offices may be notified based upon a determined "need to know" as defined in applicable law and policy. Upon termination of such sanctions, the offices will again be notified. Information about suspension or expulsion is maintained permanently in the student's student conduct record.

If an appeal is filed, it is to the discretion of the Vice Chancellor of Student Affairs to allow the sanction to be temporarily inactive until the appeal is resolved. In circumstances where the Vice Chancellor for Student Affairs and the Chancellor determine that the continued presence of a student on campus is a danger or a threat to university property, or the student is a danger to him/herself or others, an interim suspension may be imposed immediately and shall remain in effect pending the outcome of a hearing and any appeal.

Sanctions that may be imposed are:

1. **Interim Suspension** – Temporary separation of a student from the campus when the Vice Chancellor for Student Affairs believes such separation is necessary or from a classroom when requested by a faculty member under the University's Classroom Disruption Policy.
 - a. To ensure the safety and well-being of members of the university community or preservation of university property.
 - b. To ensure the student's own physical or emotional safety and well-being.
 - c. If the students pose a definite threat to, disruption of, or interference with the normal operations of the university or its members, or one or more classes as determined by the Classroom Disruption Policy.
 - d. When a student possesses a gun on campus in violation of N.C.G.S. Sec. 14269.2(b)

Any student subject to interim suspension shall have an expedited right of appeal as provided in the appeal section of the Students' Code of Conduct.

1. **Expulsion** – Permanent separation from the university that can only be removed by written petition to the Chancellor and accompanied by supporting documentation for reinstatement. No petition for reinstatement made earlier than two (2) years from the date of the expulsion shall be considered. Expulsion is warranted in cases of falsified admission applications, possession of a firearm or any weapon of mass destruction and the illegal manufacture, sale, delivery, or possession with the intent to manufacture, sell or deliver any controlled and/or illegal substance, or in cases where the severity of the violation to the Code of Conduct is deemed offensive to the community standards and the safety of the campus community.
2. **Suspension** – Separation from the university for a definite period of time, which coincides with the official ending of an academic semester or summer session. Suspension is required for possession or use of any weapon not referenced in expulsion above and for which permission to possess has not been granted by the Chancellor, registered with the WSSU Campus Police Department and stored according to specific directions from the Vice Chancellor for Student Affairs. A second weapons offense shall result in expulsion. A first offense for simple possession of a controlled and/or illegal substance will result in suspension. Suspension is also required in cases where the severity of the violation to the Students' Code of Conduct is offensive to the community standards and safety of the campus community.
3. **Deferred Suspension** – is used for offenses found serious enough to warrant suspension, but where the specific circumstances of the case mitigate the offense or for repeated offenses of a less serious nature. Deferred Suspension is a designated period of time during which a student is given the opportunity to demonstrate the ability to abide by the community's expectations of behavior articulated in the Students' Code of Conduct. During a Deferred Suspension, the student will be officially suspended from the university, but the suspension will be deferred, meaning that the student may continue to attend classes at the time, however, the suspension will be automatically enforced for failure to complete any assigned sanctions by the deadline and/or for any subsequent violations while on the open sanction, unless the Director of Community Standards and Civility, Dean of Students, and/or Vice Chancellor for Student Affairs determines otherwise in exceptional circumstances. Students on Deferred Suspension may be limited in their abilities to represent the university on any athletic team other than intramurals, hold an office in any registered student organization, represent the university in any extracurricular activity or official function, or participate in any study abroad program. Deferred Suspension may also include the denial of specific university privileges, including but limited to, attendance at athletic functions and residence hall visitation for a designated period of time. The duration of any Deferred Suspension period and the specific restrictions imposed will be determined by the resolution body on a case-by-case basis.
4. **Disciplinary Probation** – The loss, for a specified period of time, of designated social privileges, which include, but are not limited to:
 - a. Varsity sports
 - b. Intramural sports
 - c. Band(s) and choir(s)
 - d. Cheerleading squad
 - e. Fraternities and Sororities
 - f. Participation in student organizations
 - g. Serving in a leadership capacity in any student organization
 - h. The right to represent the university in any specific activity
 - i. Residency in university housing
1. **Housing Probation** – An official notice provided in writing informing student(s) of the need to modify behavior to the Guide for Living on Campus and the terms set forth in the Housing Contract. Further violation of any policies can and will result in the revocation of student(s) housing privileges and the cancellation of student(s) housing contract. At which time student(s) will be removed from housing and responsible for securing housing off campus.
2. **Disciplinary Warning** – An official reprimand provided in writing that advises of a student's need to conform the student's behavior to the Students' Code of Conduct and further advises that any subsequent violation of the same nature by the student within a two (2) year period will automatically result in disciplinary probation.
3. **Deferred Housing Revocation** – Deferred Housing Revocation means that the student's housing contract will be officially revoked, but the revocation will be deferred, meaning that the student may continue to live in the selected residential hall, however, the revocation from the residential hall will be automatically enforced for failure to complete any assigned sanctions by the deadline and/or for any subsequent violations while on the open sanction, unless the Director of Community Standards and Civility, Dean of Students, and/or Vice Chancellor for Student Affairs determines otherwise in exceptional circumstances. Further violation of the policies can and will result in the permanent revocation of the student(s) housing privileges and the permanent cancellation of student(s) housing contract indefinitely. At which time student(s) will be removed from housing immediately, responsibly for all remaining charges/fines, and responsible for securing housing off-campus. The

duration of any Deferred Housing Revocation period and the specific restrictions imposed will be determined by the resolution body on a case-by-case basis.

4. **Administrative Mediation** – This method of resolving a dispute utilizes a third party to consult with those involved and recommends a solution which is binding on the parties. The parties involved will be held to the agreement. Should parties violate the agreement, they will be charged with Item 27: Failure to comply with the university process, in the Students' Code of Conduct, plus any additional violations.
 - a. **Restitution** – Reimbursement of any cost incurred as direct or indirect consequences of the student(s) violation of the Students' Code of Conduct.
 - b. **Community Service** – Volunteer service to an on campus or off campus department, division, faculty, or staff member for a specific number of hours within a specified period of time. Community service could be sanctioned through the Office of Career Services or the Office of Interpersonal Violence Prevention.
 - c. **Educational** – Includes referrals to the University Counseling Center, reflective essays, or participation in educational programming that addresses the violation. The referral to the University Counseling Center can be for an assessment and/or counseling for substance abuse, alcohol or illegal substance usage, they will be sanctioned with having to complete an educational session via different electronic programs (ex. AlcoholEDU program, e-Toke Marijuana Screening, e-Chug Alcohol Screening).

X. FILING AN APPEAL

A. Authority for Appeal

The state of North Carolina and the Board of Governors of the University of North Carolina System vest the authority for governance of student conduct in the Chancellor. All decisions rendered under Students' Code of Conduct are subject to review and alteration by the Chancellor of the University of the Chancellor's designee. This policy provides appeal to the Board of Trustees from a decision by the Chancellor in case of a suspension or expulsion. In accordance with The UNC Code of The Board of Governors Section 502D(3), "In the discharge of the Chancellor's duty with respect to matters of student discipline, it shall be the duty of the Chancellor to secure for every student the right of due process and fair hearing, the presumption of innocence until found guilty, the right to know the evidence and to face witnesses testifying against the student, and the right to such advice and assistance in the individual's defense as may be allowable under the regulations of the institution as approved by the Chancellor."

Any individual in need of a reasonable accommodation on the basis of a disability to obtain an extension to the appeal timeframe due to that disability should submit a request to the Director of Services for Students with Disabilities at dds@wssu.edu or (336) 750-8658.

The request must be submitted with at least 72-hour notice to allow time to secure resources appropriately and have all parties notified of the needed extension before appeal deadline. In those instances where the denial of any of these rights is alleged, it shall be the duty of the President to review the proceedings.

B. Appeal Procedure Interim Suspension

Any student subject to interim suspension will be notified by the Vice Chancellor for Student Affairs, in writing via hard copy and electronically, to the permanent/local address and the WSSU e-mail address most recently made available to the university by the student.

- The notice shall state the charge, the intent to suspend effective immediately, and the opportunity to respond in writing or by personal interview within twenty-four (24) hours of delivery of the notice to the student. Notice shall be made by hand delivery or certified mail.
- An accused student wishing to contest an interim suspension must provide a written response or request a personal interview within twenty-four (24) hours of receipt of notice of intended suspension or actual suspension from a classroom.
- After such appeal has been reviewed and/or the twenty-four (24) hour period has passed, the Vice Chancellor for Student Affairs will notify the student within twenty-four (24) hours of action on the suspension by certified or hand delivered letter.
- If the suspension is not reversed, a student may request a hearing before the WSSU Student Conduct Council to resolve all matters related to the interim suspension. Said hearing will be in compliance with the standard hearing processes but will be held within 48 hours of the decision to continue the suspension, or as soon as possible. The time frame of the incident within the academic year has to be taken into consideration. (For example: exam week, right before Christmas break, etc.).

During the interim suspension, the student shall be denied access to residence halls and the campus (including classes), and all other activities or privileges for which the student might otherwise be eligible. In the case of a classroom disruption charge, the student shall be denied access to the class that is the subject of the charge. Following the expedited hearing, the student may appeal a final decision on the merits of the case as set out below.

C. Appeal from Student Conduct Council Hearing Body

A student found responsible for an offense under the Students' Code of Conduct may appeal the recommendation of a student conduct body and/or the imposition of sanctions recommended by the student conduct body by submitting a written request for a review within then (10) calendar days of the finding. The student conduct council hearing bodies include:

- The Director of Community Standards and Civility or a designee
- The WSSU Student Conduct Council
- The Vice Chancellor for Student Affairs

D. Grounds for Appeal

1. The decision of a student conduct council body may be appealed upon the following grounds:

- Procedural error sufficient to have altered the outcome of the hearing
- Discrimination based on the student's membership in a protected class (race, creed, color, sex, identifies with the LGBTQ community, national origin, physical disability, or age over 40) as defined by Executive Order 11246
 - New or newly discovered evidence previously unavailable
 - Excessive or inappropriate sanctions
 - Decision or judgment not supported or justified by the evidence
 - Denial of due process and fair hearing, the presumption of innocence until found guilty, the right to know the evidence and to face witnesses testifying against the student, and the right to advice and assistance in the individual's defense has allowed under the regulations of the institution as approved by the Chancellor

The student must write the notice of appeal which must state at least one or the above grounds or it shall be dismissed without further action. The notice of appeal shall state the facts that support the request and the outcome desired. The student will receive, along with his/her decision letter, an appeal form that must be completed, and submitted to the Office of Community Standards and Civility in a sealed envelope within the designated timeframe.

2. An appeal to the Board of Trustees (in the case of a suspension or expulsion) or an appeal to the Board of Governors (in the case of an expulsion) is allowable only on the following grounds:

- A violation of due process, or
- A material deviation from Substantive and Procedural Standards adopted by the Board of Governors or

- Notice of appeal to the Board of Trustees or the Board of Governors must be given within ten (10) calendar days of receipt of the decision leading to the appeal.

E. Lines of Appeal

c. Appeals from Minor Violations

Any disciplinary decision, other than where the Respondent has waived his or her right to appeal, may be appealed. Appeals from matters related to housing and residential living will be heard by the Assistant Director of Housing & Residence Life. Appeals from the Director of Community Standards & Civility will be reviewed by the Assistant Dean of Students or designee.

d. Appeals for the Sanction of Suspension

Except where the Respondent has waived his or her right to appeal, appeals for a sanction of suspension may be made to the 1) Assistant Dean of Students, then to the 2) Associate Vice Chancellor/Dean of Students and end with the Associate Provost/Vice Chancellor for Student Affairs.

e. Appeals for the Sanction of Expulsion

Except where the Respondent has waived his or her right to appeal, appeals for a sanction of expulsion may be made to the 1) Assistant Dean of Students, then to the 2) Associate Vice Chancellor/Dean of Students, then the 3) the Associate Provost/Vice Chancellor for Student Affairs.

Link: https://www.wssu.edu/about/offices-and-departments/division-of-institutional-integrity/legal-affairs/policies-and-procedures/chapter-300-undergraduate-and-graduate-students/301-general_files/documents/code-of-community-standards-civility.pdf

F. Authority of Appeal Body

The body hearing an appeal may:

- Render a decision on the record, upholding the previous decision, referring the matter back to the lower body for further proceedings, or decision the outcome of the case.
- Hear the case de novo.
- Go outside the existing record and secure additional evidence.

G. Response Time

Student appeals must be received within ten (10) calendar days from the date that the written decision or sanctions is provided, or attempted to be delivered, to the student through any delivery method where a receipt can be verified. Failure to submit the appeal within this time limit will render the original decision final and conclusive. An extension of time may be requested in writing within the ten-day limit, but it is within the discretion of the person deciding the appeal to grant or deny such request.

XI. MAINTENANCE OF VERBATIM RECORD

A Transcript or other verbatim record shall be made of each hearing before a panel and shall be preserved so long as the possibility of appeal remains open. Following this period, the verbatim record and any written record remains the property of the university and may be reviewed by the accused, by appointment, for the purposes of appeal or by the appeal body reviewing the decision and imposition of sanctions. A request for review of the verbatim record shall be made to the Director of Community Standards and Civility who shall be responsible for the maintenance of the verbatim record and all other hearing records.

XII. STUDENT CONDUCT PROCEEDING RECORDS

All records concerning the Students' Code of Conduct violation hearings under this procedure shall be held in the Office of Community Standards and Civility. Medical, psychological, or other assessment related records and materials shall remain in the files of the agency professional responsible for assessment or counseling procedures and shall not be considered a part of the student's educational record. All student records shall be protected according to the provisions of the FERPA of 1974.

XIII. REQUEST TO REVIEW EDUCATIONAL RECORDS

Students who wish to contest information contained in the student conduct proceeding records, including a request for removal of information from the record, must address such requests in writing to the Vice Chancellor of Student Affairs, who shall review the request and notify the student of any actions related to the contention or request.

XIV. SPECIAL CASES

Charges against multiple students involved in the same incident may be heard in a single case only if each student defendant consents to such a proceeding.

Pursuant to the Campus Security Act and Title IX, in cases of alleged sexual assault, the complainant and the respondent are entitled to have the same opportunities to have others present during a disciplinary proceeding.

Pursuant to the FERPA of 1974, victims of crimes of violence must be notified of the results of the disciplinary proceeding of the alleged assailant. Results mean the name of the student assailant, the violation charged or committed, the essential findings supporting the conclusion that the violation was committed, the sanction, if any, imposed, the duration of the sanction, and the date the sanction was imposed.

When a student with a disability is charged with an offense, the university shall assure that all requirements of Section 504 of the Rehabilitation Act and the American with Disabilities Act are met.

SEX OFFENDER REGISTRATION

Campus Sex Crimes Prevention Act 35 CFR 68.46(b)(12)

In accordance with the "Campus Sex crimes Prevention Act" (CSCPA) of 2000, which amends the Jacob Wetterling Crimes against Children and Sexually Violent Offender Registration Act and the Jeanne Clery Act, the Winston-Salem State University Campus Police Department provides links to the Forsyth County Sheriff's Department Sex Offender website and the North Carolina Sex Offender and Public Protection Registry.

This act requires institutions of higher education to issue a statement advising the campus community where to obtain law enforcement information provided by the State concerning registered sex offenders. The Campus Sex Crimes Prevention Act also requires sex offenders to register and to provide notice to each institution if they are employed, have a vocation or are a student at a place of higher education. North Carolina law requires sex offenders that have been convicted of certain offenses to register with their county sheriff. Information about offenders is then entered into the Registry database by the sheriff's office and transmitted to the NC SBI.

Note:

The NC SBI collects information submitted by the sheriffs in all 100 counties in the state and makes it available to the public via the Sex Offender and Public Protection Registry website.

The Forsyth County Sheriff's Department is responsible for maintaining the database in Winston-Salem.

Sex offenders must go to the Sheriff's Department every 3 to 6 months depending on the degree in which they were charged to verify their address. The Sheriff's Department by statute can also perform random address checks of sex offender within the county to ensure compliance with the laws. Sex offenders must notify the Sheriff's Department when they start the school semester, end the school semester, are contracted to work on campus or at one of the institutions satellite locations, work fulltime, part time, or volunteer for Winston-Salem State University. Sex Offenders planning to work fulltime, part time, or do contract work at an educational facility are required by law to notify the Forsyth County Sheriff's Department within 3 days of their arrival to Forsyth County. Failure to do so is a Class F Felony, G.S.14208.11

Citizens wishing to see a list of sex offenders up to a 5-mile radius of campus can go to the [Forsyth County Sex Offenders webpage](#) to receive notifications when a sex offender moves into the area. The number to the Forsyth County Sheriff's Department sex offender registry unit is (336) 917-7003.

The website for other state registries is listed below:

[FBI Sex Offender Registry website](#)

[National Sex Offender Registry](#)

[NC Sex Offender and Public Protection Registry](#)



Annual Fire Safety Report

Winston-Salem State University takes Fire Safety very seriously and continues to enhance its programs to the university community through education, engineering, and enforcement. The Higher Education Opportunity Act enacted on August 14, 2008, requires institutions that maintain on-campus student housing facilities to publish an Annual Fire Safety Report that contains information about campus fire safety practices and standards of the institution. The following report details all information required by this act for Winston-Salem State University.

DEFINITIONS

TERM	DEFINITION
On-Campus Student Housing	Any student housing facility that is owned or controlled by the institution or is located on property that is owned or controlled by the institution or is located on property that is owned or controlled by the institution and is within the reasonably contiguous geographic area that makes up the campus.
Fire	Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.
Fire Safety System	Any mechanism or system related to the detection of fire, the warning is resulting from a fire or the control of a fire. This may include: <ul style="list-style-type: none"> • Sprinkler systems or other fire extinguishing systems • Fire detection devices • Standalone smoke alarms • Devices that alert one to the presence of a fire • Smoke controlled and reduction mechanisms • Fire doors and walls that reduce the spread of a fire

FIRE INCIDENT REPORTING

Students, faculty, and staff are instructed to call 911 to report a fire emergency.

Non-emergency reports (i.e., evidence that something has burned) should be made to Police and Public Safety at (336) 750-2911.

ON-CAMPUS RESIDENCE HALLS FIRE SAFETY SYSTEMS

Winston-Salem State University has been a leader in ensuring the safety of students, faculty, staff, and visitors who live and work in university operated residences. Automatic sprinkler systems and fire alarm systems are recognized engineered building features that help to provide for a living environment that supports and enhances the life safety of building occupants. All University operated residence halls and apartments are equipped with automatic sprinkler systems, smoke detectors, and building fire alarm systems to provide early detection and warning of a possible fire emergency. WSSU maintains and tests all fire alarms and automatic fire suppression systems in accordance with the appropriate National Fire Protection Association Standard to ensure system readiness and proper operation in the event of a fire emergency.

FIRE/LIFE SAFETY PROVISIONS

RESIDENCE HALL	FIRE ALARM MONITORING	RESIDENTIAL SPRINKLER EQUIPPED	SMOKE DETECTORS	EVACUATION PLANS	NUMBER OF FIRE DRILLS IN 2021
Atkins Hall	Communication Center	Yes	Yes	Yes	2
Brown Hall	Communication Center	Yes	Yes	Yes	2
Foundation Heights Hall	Security Innovations	Yes	Yes	Yes	2
Gleason-Hairston Terrace (GHT)	Security Innovations	Yes	Yes	Yes	2
H. Douglas Covington Hall	Security Innovations	Yes	Yes	Yes	2
Martin-Schexnider Hall (MSX)	Security Innovations	Yes	Yes	Yes	2
Moore Hall	Communications Center	Yes	Yes	Yes	2
Rams Commons 1 Hall *	Security Innovations	Yes	Yes	Yes	1
Rams Commons 2 Hall *	Security Innovations	Yes	Yes	Yes	1
Rams Commons 3 Hall **	Security Innovations	Yes	Yes	Yes	1
Rams Commons 4 Hall **	Security Innovations	Yes	Yes	Yes	1
Wilson Hall ***	Communications Center	Yes	Yes	Yes	0

*Rams Commons Buildings 1 and 2 were off-line from October 22, 2020 - July 28, 2021, for construction.

**Rams Commons Buildings 3 and 4 were off-line from May 26, 2021 – November 16, 2022.

Students did occupy these buildings Fall 2021.

***Wilson Hall was used as the primary COVID-19 quarantine and isolation space from August 2021 - December 2022.

RULES AND POLICIES GOVERNING RESIDENCE HALLS

(From Department of Housing and Residence Life Guide to Living on Campus)

PORTABLE ELECTRICAL APPLIANCES ELECTRICAL APPLIANCES/EQUIPMENT

The residential facilities have limits on the capabilities of their electrical systems. Overloading these systems presents fire and safety hazards. Furthermore, electrical heating elements are dangerous when used in residence hall rooms or apartment units. The following guidelines govern the use of electrical appliances, outlets, and power strips in residence hall rooms or apartment units:

- Any electrical appliance with an exposed heating element is prohibited.
- Power strips may be used under the following conditions:
 - Only one power strip is permitted to connect an appliance with an electrical outlet (strips may not be used in a series). Only grounded power strips may be used with appliances.
 - Power strips with built-in breakers are required when the number of outlets needed is greater than the outlets in the student's rooms.
 - Privately owned air conditioners are not permitted.
 - Resident-owned refrigerators are allowed in the residence hall if they do not exceed 4.0 cubic feet.
 - Other appliances such as radios, lamps, computers, TVs, electric razors, hairdryers, hair curlers, fans, and clocks are permitted. Students must recognize that the use of several of these items at the same time from the same outlet may cause a breaker to fail.
 - All electrical equipment and cords must be kept in safe operating condition.
 - Irons may be used only with ironing boards. Never should a student use an iron on the floor of a room, top of a bed, ad desk, or a dresser top.
 - Electrical cords cannot be run under carpets.

COOKING/FOOD PREPARATION

Electrical or gas cooking appliances such as grills, popcorn poppers, hot plates, toasters, toaster ovens, electric frying pans, deep fryers, drip coffee makers that have a hot plate element are not permitted in rooms. The University will confiscate any hazardous appliances, and violators will be assessed a fine. Fire safety and sanitation requirements prohibit cooking in any area within residence halls except kitchenettes and kitchens, which are specifically designed for such use. Never leave a kitchen unattended while cooking. Standalone microwaves or other cooking devices are not allowed in apartment unit bedrooms. In addition, outdoor or indoor grills are not allowed within the facility. A microwave is available in the designated kitchen areas or rooms in each building. If a student wants to have a microwave in their personal room, the only option for them is to rent or purchase a Micro Fridge unit from [Standards for](#)

[Living](#). All other microwaves are not permitted and will be confiscated. Also, see "Refrigerator Policy" below.

REFRIGERATOR POLICY

Students living in Atkins, Brown, Martin-Schexnider, Moore, and Wilson Hall are not provided refrigerators in their student rooms. If roommates want to have a refrigerator in their room, they have two options:

- Option #1: Students in the above halls bringing their own refrigerators (4.0 cubic feet or less) will be required to pay a usage fee of \$30 for the academic year. This \$30 fee will be applied once students register their refrigerators. Upon registration, students will be issued a sticker for the current academic year that must be placed on the refrigerator. We encourage you to purchase Energy Star refrigerators.
- Option #2: Students may rent a Micro Fridge from our partners at Standards for Living. While microwaves are available in common areas for use, students are not allowed to have standalone microwaves in their rooms. In 2011, Housing and Residence Life initiated the rental program through Standards for Living that allowed energy star microwave refrigerator combo for students (Micro Fridge, TM). This is also the only way students in Atkins, Brown, Martin-Schexnider, and Wilson can possess a microwave in their room if they so choose. If students rent a Micro Fridge from standards for Living, they will not be assessed the refrigerator usage fee as these units are highly efficient.

*Covington Hall will provide one fridge for each room. Additional fridges will not be allowed.

Note: Failure to register an appliance of this sort will result in a penalty of \$100.

Students staying in Foundations Heights, Rams Commons, and Gleason-Hairston Terrace Hall will have kitchenettes and kitchens with large refrigerators installed by housing, large enough to serve the needs of all students in the suite. Refrigerators take a lot of energy to run, and energy costs have been increasing.

Students who choose to bring their own personal refrigerator will be required to register their refrigerator for a \$50 academic year fee. Students who rent a Micro Fridge from [Standards for Living](#) will not be required to pay a registration fee as these meet the energy standards established by the University.

SMOKING

Smoking of any kind is prohibited in all residence halls and within 100 feet of any campus building. In June of 2014, the University Board of Trustee policy also banned e-cigarettes. Students are not allowed to have hookahs or other smoking apparatus in residence halls.

OPEN FLAMES

Open Flames Candles, wax sculptures, incense, fireworks (all types, including sparklers) are considered to be open flame items and, therefore, a fire hazard. These items are prohibited on the grounds and residential facilities. Possession of items violating this policy will result in immediate confiscation and a fine.

FIRE AND LIFE SAFETY POLICY

University Group Policy #800.10

EXECUTIVE SUMMARY

Winston-Salem State University (WSSU) voluntarily engages in a compliance program with the Occupational Safety and Health Act of North Carolina. This program is designed to provide a safe and healthy working, teaching, and learning environment, as well as an atmosphere of safety and health awareness. This policy identifies responsibilities for compliance, implementation, prevention through planning and activities related to assuring all campus buildings maintain a high degree of life safety for building occupants. The Environmental Health & Safety (EHS) Director shall develop and implement procedures pertinent to assuring a high degree of life safety in the prevention of fire-related incidents.

POLICY STATEMENT

WSSU holds the safety of its community in the highest regard with respect to its function as an employer and an institution of higher learning. This policy includes elements consistent with established laws, regulations, and activities consistent with best practices in relation to fire prevention and safety of life.

GUIDELINES

Any questions relating to fire and life safety matters should be brought to the attention of the EHS Director or his/her designee.

University buildings are equipped with fire detection and/or fire suppression systems. Residence halls shall be equipped with both fire identification and fire suppression systems in accordance with the NC Fire Code and the NFPA Life Safety Code applicable to the time in which the building was completed.

Incendiary devices that are likely to cause fires are prohibited in university buildings. Devices that have a history of or have been proven to spontaneously combust are prohibited in all University buildings. In certain cases, electric-powered devices (e.g., space heaters) may be permitted, provided such devices are evaluated and approved by the EHS Director or his/her designee. Open flames of any type are prohibited in any University building.

ROLES AND RESPONSIBILITIES

The EHS Director shall develop and implement procedures pertinent to assuring an environment that is free from conditions likely to lead to fires and both the identification and elimination of university conditions that can or are likely to adversely impact life safety in any University occupied building. Such procedures shall be in accordance with the most current edition of the National Fire Protection Association's Life Safety Code.

APPLICABILITY

This policy is applicable to the campus of Winston-Salem State University.

COMPLIANCE

WSSU shall comply with all applicable federal and state safety regulations, including but not limited to Occupational Safety and Health Act, NC State Building Code, the National Fire Protection

Association, and the NC Fire Code, as these may be amended from time to time.

Tampering with, disengaging, impeding, or otherwise disabling any fire detection device is strictly prohibited in any University building.

Violators will be subject to discipline by the body responsible for student discipline or disciplinary action deemed appropriate within the guidelines administered by any authority regulating discipline pertinent to employees of the State of North Carolina. Violators may also be subject to penalties or criminal prosecution.

Tampering with, disengaging, impeding, or otherwise disabling any fire detection device is strictly prohibited in any university building.

Violators will be subject to discipline by the body responsible for student discipline or disciplinary action deemed appropriate within the guidelines administered any authority regulating discipline pertinent to employees of the State of North Carolina. Violators may also be subject to penalties or criminal prosecution.

POLICY REGARDING FIRE SAFETY EDUCATION AND TRAINING PROGRAMS

Educational programs are presented throughout the year to staff and students, so they are aware of university rules and safe practices. These programs include identification and prevention of fire hazards, actual building evacuation procedures and drills, specific occupant response to fire emergencies, and hands-on use of fire extinguishers.

On an annual basis (prior to the start of the Fall semester), EHS provides training to Housing & Residence Life staff on fire and life safety procedures. Staff is instructed on procedures in the event of a fire, how to assist during fire drills, and fire extinguisher usage. Fire drills are performed in each residence hall, no less than once per semester, the Fall and Spring of each year. Periodically, supplemental training is provided on fire and life safety from the City of Winston-Salem Fire Department. Special emphasis is given to fire detection devices, maintaining access to means of egress, and cooking safety. A focal point for EHS is to stay abreast of advances in the field of fire safety (with a special focus on fire safety in the residence life sector) as well as trends pertaining to occupant safety. When available, as a way to observe National Fire Safety month, the City of Winston-Salem Fire Department will hold a Q & A session with Housing & Residence Life staff or provide hands-on sessions relative to an emerging topic associated with residential fire safety. Additionally, Resident Assistants and other Housing & Residence Life staff provide fire safety training to residence hall students during the first-floor meeting of the academic year, which occurs shortly after move-in.

University Police Officers are also trained in procedures for initial response to fire incidents occurring at university facilities. Officers provide assistance in building evacuation and extinguishment/confinement of small fires.

General safety and fire safety information is available to students, faculty, and staff on the [EHS Webpage](#).

FIRE EVACUATION PROCEDURES

General Campus Emergency Procedures: Fire/Explosion

Definition: A fire or explosion involving the structural components of various campus buildings.

Introduction: Fires and explosions, whether accidental or intentional, are a common threat on university campuses. Should you be in an area of campus where a fire or explosion has occurred, the following procedures should be followed to protect yourself and others.

PROCEDURES:

IF YOUR SMOKE DETECTOR GOES OFF, IF YOU SEE A FIRE, SMELL SMOKE, OR WITNESS AN EXPLOSION:

- Remain calm and get out. Do **not** use an elevator!
- If you see smoke under the door, find another way out.
- Feel the door with the back of your hand before you open it. If it is hot, find another way out.
- Drop to the floor to avoid smoke and fumes. Crawl to safety.
- If your clothes catch fire, STOP where you are, DROP to the ground, and ROLL over and over to smother the flames.
- Call 9-1-1 or campus police (336) 750-2911
- Notify firefighters on the scene if you suspect someone may be trapped inside the building.

IF YOU ARE TRAPPED DURING A FIRE:

- Wet and place cloth material around and under the door to prevent smoke from entering.
- Close as many doors as possible between you and the fire.
- Be prepared to signal someone outside, but do not break glass until absolutely necessary as smoke may be drawn into the room.

IF CAUGHT IN SMOKE:

- Drop to the floor and crawl toward an exit.
- Stay as low as possible.
- Take shallow breaths through your nose and use a shirt or towel as a filter.

HOUSING & RESIDENCE LIFE FIRE SAFETY EVACUATION RESIDENCE HALL PROTOCOL

Housing and Residence Life's Fire Safety Evacuation Protocol will divide buildings into zones, so no matter how many staff are available to help can organize the evacuation effectively and efficiently.

Zone 1: Area by the main front desk with high traffic in the area

Zone 2: (Safety Area) Outside of the building for a safe area at least 100 feet away from the building

Zone 3: Stairwell on 1st floor

Zone 4: Basement stairwell if applicable

Zone 5: Additional crowd control from additional exits

Need to check rooms with any students with disabilities requiring assistance getting out of the building with elevators disengaged by fire alarms.

After the all-clear, the residence will use the stairs to return to their rooms to allow anyone needing the elevators to have priority access to them and not to overload the elevators, causing a malfunction.

RESIDENCE HALL EVACUATION SITES

Atkins Hall	Area past stop sign on the side of Martin-Schexnider Hall
Brown Hall	Convene in the grass area at the top of Whitaker Gym
Foundation Heights Hall	Gaines Gymnasium
Gleason-Hairston Terrace Hall	Wellness Center back of the building
H. Douglas Covington Hall	Parking Lot N and the Courtyard
Martin-Schexnider Hall	Clock tower in the middle of campus
Moore Hall	Clock tower in the middle of campus
Rams Commons Hall	Rams 1: Grass area behind Rams 1 near Vargrave Street Rams 2: Courtyard area towards Rams 4 and handicap parking lot if needed Rams 3: Courtyard area heading closer to Rams 1 and Wilson parking lot Rams 4: Courtyard near Rams 2 or handicap parking lot
Wilson Hall	Parking lot in front of Wilson Hall behind the gate towards RAMS Commons

FIRE DRILLS

Fire drills are conducted in all on-campus residence halls once per semester during the school year to allow occupants to become familiar with and practice their evacuation skills. The drills are conducted by the Environmental Health & Safety (EHS) department with assistance from the following Housing & Residence Life staff: Area Coordinators, Graduate Hall Directors, and Resident Advisors, and Campus Police.

PLANS FOR FUTURE IMPROVEMENTS IN FIRE SAFETY AT WSSU

Fire safety improvements are continuous and include infrastructure improvements, upgraded equipment installations, and continued fire safety training initiatives.

Annual Disclosure of Crime and Fire Statistics

CLERY ACT CRIME STATISTICS

As a result of due diligence, WSSU identified necessary corrections to its crime statistics disclosures. Revisions to the Annual Fire Safety and Security Report are indicative of the University's continued efforts to assure the most accurate information is available in adherence to the law and spirit of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, or the Clery Act. The revised statistics include changes to statistics highlighted in yellow.

CRIME CATEGORY	CRIME	YEAR	ON CAMPUS	ON CAMPUS STUDENT HOUSING	NONCAMPUS	PUBLIC PROPERTY	UNFOUNDED
Primary Crimes	Murder/Non-Negligent Manslaughter	2020	0	0	0	0	0
		2021	0	0	0	0	0
		2022	0	0	0	0	0
	Negligent Manslaughter	2020	0	0	0	0	0
		2021	0	0	0	0	0
		2022	0	0	0	0	0
	Robbery	2020	0	0	0	0	0
		2021	0	0	0	0	0
		2022	1	0	0	0	0
	Aggravated Assault	2020	0	0	0	0	0
		2021	0	0	0	4	1
		2022	6	3	1	0	0
	Burglary	2020	24	19	1	0	0
		2021	6	3	2	0	2
		2022	6	5	3	0	0
Motor Vehicle Theft	2020	8	0	0	0	1	
	2021	0	0	2	0	0	
	2022	0	0	0	0	1	
Arson	2020	0	0	0	0	0	
	2021	0	0	0	0	0	
	2022	0	0	0	0	0	
Sex Offenses	Rape	2020	4	4	0	0	1
		2021	3	3	1	0	0
		2022	4	3	0	0	0
	Fondling	2020	2	1	0	0	0
		2021	2	1	0	0	1
		2022	9	7	0	0	0
	Incest	2020	0	0	0	0	0
		2021	0	0	0	0	0
		2022	0	0	0	0	0
	Statutory Rape	2020	0	0	0	0	0
		2021	0	0	0	0	0
		2022	0	0	0	0	0

CRIME CATEGORY	CRIME	YEAR	ON CAMPUS	ON CAMPUS STUDENT HOUSING	NONCAMPUS	PUBLIC PROPERTY	UNFOUNDED
VAWA Offenses	Dating Violence	2020	11	10	0	0	0
		2021	15	11	1	0	0
		2022	17	11	3	0	0
	Domestic Violence	2020	0	0	0	2	0
		2021	1	1	0	0	0
		2022	0	0	0	0	0
	Stalking	2020	2	2	0	0	0
		2021	2	1	0	0	0
		2022	5	2	0	0	0
Arrests	Liquor Law Violations	2020	1	1	0	0	0
		2021	1	1	0	0	0
		2022	2	2	0	0	0
	Drug Abuse Violations	2020	4	4	0	0	0
		2021	4	2	0	2	0
		2022	10	10	0	0	0
	Illegal Weapons Possession	2020	0	0	0	0	0
		2021	6	3	0	3	0
		2022	3	2	0	0	0
Disciplinary Referrals	Liquor Law Violations	2020	12	12	0	0	0
		2021	10	7	0	0	0
		2022	9	9	0	0	0
	Drug Abuse Violations	2020	68	47	0	0	0
		2021	59	43	1	0	0
		2022	37	27	2	0	0
	Illegal Weapons Possession	2020	5	5	0	0	0
		2021	4	1	0	0	0
		2022	3	1	0	0	0

CRIME CATEGORY	CRIME	YEAR	ON CAMPUS	ON CAMPUS STUDENT HOUSING	NONCAMPUS	PUBLIC PROPERTY	UNFOUNDED
Hate Crimes	Murder/Non-Negligent Manslaughter	2020	0	0	0	0	0
		2021	0	0	0	0	0
		2022	0	0	0	0	0
	Negligent Manslaughter	2020	0	0	0	0	0
		2021	0	0	0	0	0
		2022	0	0	0	0	0
	Robbery	2020	0	0	0	0	0
		2021	0	0	0	0	0
		2022	0	0	0	0	0
	Aggravated Assault	2020	0	0	0	0	0
		2021	0	0	0	0	0
		2022	0	0	0	0	0
	Burglary	2020	0	0	0	0	0
		2021	0	0	0	0	0
		2022	0	0	0	0	0
	Motor Vehicle Theft	2020	0	0	0	0	0
		2021	0	0	0	0	0
		2022	0	0	0	0	0
	Arson	2020	0	0	0	0	0
		2021	0	0	0	0	0
		2022	0	0	0	0	0
	Rape	2020	0	0	0	0	0
		2021	0	0	0	0	0
		2022	0	0	0	0	0
	Fondling	2020	0	0	0	0	0
		2021	0	0	0	0	0
		2022	0	0	0	0	0
	Incest	2020	0	0	0	0	0
		2021	0	0	0	0	0
		2022	0	0	0	0	0
	Statutory Rape	2020	0	0	0	0	0
		2021	0	0	0	0	0
		2022	0	0	0	0	0
Larceny/Theft	2020	0	0	0	0	0	
	2021	0	0	0	0	0	
	2022	0	0	0	0	0	
Simple Assault	2020	0	0	0	0	0	
	2021	0	0	0	0	0	
	2022	0	0	0	0	0	
Intimidation	2020	0	0	0	0	0	
	2021	1 - Sexual Orientation	0	0	0	0	
	2022	1 - Race	0	0	0	0	
Destruction/Damage/Vandalism	2020	0	0	0	0	0	
	2021	0	0	0	0	0	
	2022	0	0	0	0	0	

ON-CAMPUS STUDENT HOUSING FACILITY FIRE SAFETY SYSTEM

RESIDENTIAL FACILITY NAME/ADDRESS	CALENDAR YEAR	TOTAL FIRES IN EACH BUILDING	FIRE NUMBER	CAUSE OF FIRE	NUMBER OF INJURIES THAT REQUIRED TREATMENT AT A MEDICAL FACILITY	NUMBER OF DEATHS RELATED TO FIRE	VALUE OF PROPERTY DAMAGE CAUSED BY FIRE
Atkins Hall 625 Cromartie St.	2020	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2022	0	N/A	N/A	N/A	N/A	N/A
Brown Hall 810 Victory Cir.	2020	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2022	0	N/A	N/A	N/A	N/A	N/A
Covington Hall 1635 Cromartie St.	2020	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2022	0	N/A	N/A	N/A	N/A	N/A
Foundation Heights 890 Victory Cir.	2020	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2022	0	N/A	N/A	N/A	N/A	N/A
Gleason-Hairston Terrace 734 S. Martin Dr.	2020	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2022	0	N/A	N/A	N/A	N/A	N/A
Martin-Schexnider 775 Welcome Ln.	2020	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2022	0	N/A	N/A	N/A	N/A	N/A
Moore Hall 815 Welcome Ln.	2020	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2022	0	N/A	N/A	N/A	N/A	N/A
Rams Commons #1 550 S. Martin Luther King Jr.	2020	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2022	0	N/A	N/A	N/A	N/A	N/A
Rams Commons #2 610S. Martin Luther King Jr.	2020	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2022	0	N/A	N/A	N/A	N/A	N/A
Rams Commons #3 365 Rams Commons Dr.	2020	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2022	0	N/A	N/A	N/A	N/A	N/A
Rams Commons #4 345 Rams Commons Dr.	2020	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2022	0	N/A	N/A	N/A	N/A	N/A
Wilson Hall 650 Wilson Hall Dr.	2020	0	N/A	N/A	N/A	N/A	N/A
	2021	0	N/A	N/A	N/A	N/A	N/A
	2022	0	N/A	N/A	N/A	N/A	N/A



WINSTON-SALEM
STATE UNIVERSITY

1892