S.C.S.U. Main Campus

M. Maceo Nance Boulevard Gate Campus Entrance

2021 ANNUAL SECURITY AND FIRE SAFETY REPORT

JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND CAMPUS STATISTICS ACT (20 USC§1092 (F)) CLERY CRIME STATISTICS 2018-2020

2021 ANNUAL
SECURITY AND FIRE SAFETY REPORT

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MESSAGE FROM THE CHIEF OF POLICE

Welcome to South Carolina State University!

I would like to welcome all new and returning students and employees to South Carolina State University. As members of the SCSU campus community, we all share the responsibility of maintaining a safe and healthy environment. Your safety while at South Carolina State University and within the University community is the primary concern of the University Police Department

The South Carolina State University Police Department practices the philosophy of Community Oriented Policing and is operational 24 hours a day, seven days a week providing law enforcement services. Our police officers and dispatchers meet or exceed the standards established by the South Carolina Law Enforcement Division (SLED) Uniform Crime Reporting (UCR), South Carolina Incident-Based Reporting System (SCIBRS), National Incident-Based Reporting (NIBRS), Law Enforcement Officer 1 (LEO 1) South Carolina Criminal Justice Academy Standards and Training, and the Campus Safety & Security Reporting Handbook distributed by U.S. Department of Education. Our personnel are uniquely trained to provide the finest law enforcement services to a diverse University community.

This report is available to the public as well as our campus community to provide statistical information required by law. This document can be accessed on the University Web Page at http://police.scsu.edu/. A hard copy can be obtained at University Campus Police Complex, Student Affairs Office in the Kirkland W. Green Student Center on Geathers Street, and the Office of Clery Act Compliance in Suite 152 Crawford/Zimmerman Building on Pinckney Street. If you have questions or concerns regarding any information in this brochure, please contact the University Police Department at (803) 536-7188, or come by the South Carolina State University Campus Police Complex on 828 Goff Avenue, Orangeburg, South Carolina 29115 the main campus.

Sincerely,

Joseph D. Nelson, Chief of Police

2021 Annual Security and Fire Safety Report

THE ANNUAL SECURITY AND FIRE SAFETY REPORT (ASFR)

South Carolina State University is committed to the safety and security of all members of the community. This document has been compiled by the Clery Act Compliance Committee on behalf of the university in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, also known as the Clery Act. This report contains Clery Act crime statistics from the previous three years, occurring within Clery Act designated geography; current policies and procedures for issuing campus alerts to the community with information necessary to make informed decisions about their health and safety; educational programs and campaigns to promote the awareness of dating violence, domestic violence, sexual assault and stalking; policies for institutional disciplinary action procedures; safety and security related policy statements; information about the daily crime log; and missing student notification procedures for students residing in main campus housing facilities. The annual fire safety report contains policy statements and fire statistics associated with each main campus residential facility, including the number of fires, cause of fires, injuries, deaths, and estimated property damage.

The full text of this report may be accessed at http://police.scsu.edu/. You will find links to this report at http://police.scsu.edu/. This report is prepared in cooperation with the local law enforcement agencies surrounding our main campus and off campus sites, the Residential Life or Housing Office, the Human Resources Office, the Brooks Health Center, and Counseling Self-Development Center. Each entity provides the University Police Department with information on crimes that may have been reported to their office each year for inclusion in our annual crime statistics as well as updated information on their educational efforts and programs to comply with the Clery Act.

Campus crime, arrest and referral statistics include those reported to the SCSU Police Department, designated campus officials and local law enforcement agencies (when available). A procedure is in place to capture the statistics for crimes reported anonymously to designated campus officials (see anonymous Crime Reporting).

Each semester, a safety message is sent via e-mail to all enrolled students, faculty and staff that includes the website to access this report. New students and employees are advised how to access this report during new student/employee orientations. Prospective students and employees can access the report via the University Police Department website, or the SCSU website. Copies of the report may also be obtained at the University Police Department Headquarters located at 828 Goff Avenue, Orangeburg, South Carolina 29115 on the main campus or by calling (803)536-7188.

HOW TO REPORT A CRIME OR OTHER EMERGENCIES ON CAMPUS

Crimes, suspicious activity, safety hazards, or campus emergencies (including medical and fire emergencies), should be reported directly to the University Police Department as soon as possible by dialing (803)536-7188 (from a campus phone, dial 67188) from any phone. Campus elevators are also equipped with emergency phones. Most classrooms are equipped with campus phones that can be used to summon assistance or report crimes. For non-emergencies, contact the University Police at (803)536-8200 (from a campus phone, dial 68200). To report a crime to local authorities

you may contact the Chief of Police (803)533-3803 or local law enforcement Orangeburg City Public Safety (803)531-4654, (803)533-5900, (803)533-5901 or Orangeburg County Sheriff's Office (803) 531-4647; extreme emergencies dial 9-1-1 (emergency). To report a crime or other emergency occurring in the community surrounding SCSU, contact the Orangeburg City Public Safety or Orangeburg County Sheriff's Office by dialing 9-1-1.

You may also report a crime in person by coming to the University Police headquarters located at 828 Goff Avenue, Orangeburg, South Carolina 29115 on the main campus.

WE ENCOURAGE ACCURATE AND PROMPT CRIME REPORTING

Faculty, staff, students and visitors are encouraged to promptly report any criminal activity directly to the University Police Department. This facilitates a timely response, thorough criminal investigation, and the ability for us to make timely warning and emergency notification to the University community if necessary. We understand that in some cases the victim of a crime may feel uncomfortable contacting the police, may not want the police involved, may not desire criminal prosecution, or may want to remain anonymous. If you do not want to report a crime directly to the University Police or need assistance in doing so, you may also report a criminal offense to the following designated campus officials or Campus Security Authorities (CSA):

Title IX Coordinator:
Office of Equal Opportunity
Alexander B. Sutler
(803) 516-4549
Lowman Hall, First Floor
asutler@scsu.edu

Director, Counseling & Self-Development
Dr. Cherilyn Taylor Minniefield (803) 536-7245
Counseling Center
ctaylo37@scsu.edu

Director, Brooks Health Center
Mrs. Pinkey Carter
(803) 536-7055
pcarter@scsu.edu

Director of Judicial Affairs;
Director of Residential Life & Housing-
Mrs. Cammy Grate
(803)516-4510
Azalea Building, First Floor
cgrate2@scsu.edu

The Director of Human Resources
Mr. Ron York
(803) 536-8412
ryork1@scsu.edu

Director of Athletics
Mr. Stacey Danley
(803) 533-3743
Nix Hall
sdanley@scsu.edu

A procedure is in place to capture crime statistics reported to these designated campus officials or Campus Security Authorities (CSA's) for inclusion in our annual crime statistics, and to issue a timely warning or emergency notification if appropriate.

ANONYMOUS CRIME REPORTING

Crimes can be reported anonymously by calling Crime Stoppers at (803)536-8200 or via the Crime Stoppers link on the Department's web page at: http://police.scsu.edu/. The University Police, will accept confidential and anonymous reports of crimes for inclusion in the annual statistical report. It is our goal to provide assistance wherever a report is made and to make sure we include the crime in our annual Safety and Security report. The counselors at Counseling Self-Development Center will inform their clients of the procedures to report crime to the University Police Department on a voluntary or confidential basis, should they feel it is in the best interest of the client. A procedure is in place to anonymously capture crime statistics disclosed confidentially during such a session.

REMOTE SCSU CAMPUSES / LOCATIONS

The University Police Department does not provide security at remote SCSU sites. All emergencies and crimes at these sites should be reported to the designated police agencies listed below.

Elloree City Police Department
2719 Cleveland St.
PO Box 28
Elloree, SC 29047
(803)897-2821

Orangeburg County Sheriff's Office
(803) 531-4647

Charleston Police Department
180 Lockwood Boulevard
Charleston, SC 29403
(843) 577-7434

The University Police Department should be notified, after the local police agencies, so that we can ensure you have received the appropriate service.

We also contact the responsible law enforcement agency each year to determine if any crimes were reported for inclusion in our annual crime statistics. Depending on the circumstances, University Police may conduct a concurrent investigation into the incident.

OFF CAMPUS CRIMINAL ACTIVITY

The Orangeburg City Public Safety and the Orangeburg County Sheriff's Office has primary jurisdiction for the public and private property that adjoins SCSU. The University Police Department shares concurrent jurisdiction with these agencies for the community immediately surrounding the University, and routinely patrols the area. The University Police Department has a mutual aid agreement with the Orangeburg City Public Safety and the Orangeburg County Sheriff's Office and the local law enforcement agencies surrounding our off-campus sites. University police officers have direct radio communication with the city police, and often respond to incidents that occur off campus in the area surrounding the University, including the locations of officially recognized student organizations. SCSU owns or controls several residential properties located off the main campus in the adjacent area surrounding the campus. The University Police Department is responsible for law enforcement services at those locations. For reporting purposes, crime statistics for these locations are considered on-campus residential facilities in our Annual Safety and Security Report.

University Police officers work closely with allied agencies to assist each other with incidents involving University community members. When a student, faculty or staff member is involved in an off-campus offense, University police officers may assist in the investigation in cooperation with local, state or federal law enforcement.

The Orangeburg City Public Safety, the Orangeburg County Sheriff's Office, and other local agencies routinely work and communicate with the University police in cases involving serious incidents and crime trends that might involve the University community.

CAMPUS SECURITY AUTHORITIES (CSA)

A Campus Security Authority is a person who has significant responsibility for student and campus activities or to whom crimes are likely to be reported.

The U.S. Department of Education identifies Campus Security Authorities by the function of a position. The positions that are campus security authorities are professional staff in a dean of student's office, including leaders in student affairs and housing; staff in the student center or student union building; staff in the student activities office; faculty or staff advisors to student organizations; resident assistants/advisors, resident and/or community directors; students who monitor access to dormitories or other facilities; coordinator of Greek affairs; athletic directors (ADs) and coaches, including assistant ADs and assistant coaches; contract security officers; event security staff; administrators at branch/satellite/separate campuses; and a physician in a campus health center, a counselor in a campus counseling center, or a victim advocate in a campus rape crisis center if they are identified by your school as someone to whom crimes should be reported or if they have significant responsibility for student and campus activities.

A written request for statistical information is made on an annual basis to the following Campus Security Authorities and may be included in the annual report if it meets all reporting requirements established by the Clery Act.

- The Vice President for Student Affairs and all campus security authorities who work for him/her.
- The Vice President for Business and Finance and all campus security authorities who work for him/her.
- The Provost and all campus security authorities who work for him/her.
- The Director of Human Resources and all campus security authorities who work for him/her.
- The Director of Judicial Affairs and all campus security authorities who work for him/her.
- The Director of Residence Life and all campus security authorities who work for him/her.
- The Director of Health and Counseling Services and all campus security authorities who work for him/her.
- The Deans of All Academic Departments and all campus security authorities who work for him/her.
- The Athletic Director and all campus security authorities who work for him/her.

The collection of crime statistics for South Carolina State University is the responsibility of the University Police Department. This office reviews all incident reports for accuracy and compliance with reporting guidelines established by the South Carolina Law Enforcement Division (SLED) and the FBI. Incidents of crime are entered daily into a computerized database and forwarded to SLED on a monthly basis. This Uniform Crime Reporting (UCR) allows the public to compare incidents of reported crime between law enforcement agencies.

If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is "unfounded" and will not be included in the statistics. Only sworn or commissioned law enforcement personnel may "unfound" a crime (this does not include a district attorney who is sworn or commissioned). Note that the recovery of stolen property, the low value of stolen property, the refusal of the victim to cooperate with the prosecution or the failure to make an arrest does not "unfound" a legitimate offense. Also, the findings of a coroner, court, jury or prosecutor do not "unfound" offenses or attempts that law enforcement investigations establish to be legitimate.

TIMELY WARNING POLICY

If the Chief of Police or designee determines that a situation exists either on or off campus that constitutes a serious or continuing threat to students and employees, the University Police Department will issue a campus-wide "timely warning" notice. The timely warning notice will then be forwarded to the Public Relations Director and disseminated to the University community. It is our policy to disseminate these notices via the University Police website, University IT, posting notices on bulletin boards, exterior doors of campus buildings and residence halls, and notifying the student newspaper and/or local media. Once all the relevant information is received, these notices will be posted as soon as possible.

MULTI-HAZARD EMERGENCY RESPONSE AND EVACUATION PLAN

In the event of a significant emergency or dangerous situation that may involve an immediate or ongoing threat to the health and safety of the University community, the University will immediately notify the University community or the appropriate section of the University community that may be affected by the situation. The University's partial or total response to the situation will be dictated by the type and magnitude of the emergency. Upon initial response, the University Police Chief or designee will determine whether or not the incident involves a significant emergency or dangerous situation warranting immediate notification. A decision about the content and method of initial communication may be made solely by University Police Chief or designee as first responders or through a coordinated effort among University Police, the campus Public Relations Director, and campus administration (President and/or Vice Presidents). The University Police Chief or designee, working with the campus Public Relations Director will then initiate the emergency notification, unless issuing a notification will, in the judgment of the first responders (including, but not limited to: University Police, Environmental Health and Safety, The Orangeburg City Public Safety/Fire Department, the Orangeburg County Sheriff's Office) compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. The University has multiple systems in place for communicating an emergency situation to the University community. In most situations, multiple communication tools will be utilized by the University to ensure effective dissemination of information to as many affected individuals as possible.

As an additional part of the University's emergency preparedness effort, the University conducts emergency drills each semester. Drills may be announced in advance or unannounced. Announced drills are communicated to the University community via a variety of sources, including the Rave Guardian app system and IT website.

The University publicizes its emergency response and evacuation procedures in conjunction with at least one test per calendar year, and documents for each test, a description of the exercise, the date, time and whether it was announced. Additionally, Department of Safety coordinators receive refresher training in advance of each drill to prepare them to assist with evacuation of building occupants and notification to University Police of existing hazards. Faculty, staff and students are regularly reminded to report an emergency, crime or suspicious activity 24 hours a day to the University Police Department. The University community is also reminded each semester via a variety of sources, including the IT website, and Public Relations Office publications of the importance of having a plan for what to do before, during, and after an emergency. This includes becoming familiar with campus emergency procedures, building evacuation routes, and evacuation assembly points, located on the Emergency Information website.

EMERGENCY RESPONSE PROCEDURES AND POLICY

The campus emergency procedures plan outlines measures to enhance the protection of lives and property through effective use of university and campus community resources. Whenever an emergency affecting the campus reaches proportions that cannot be handled by routine measures, the President or his designees may declare a state of emergency, and these contingency guidelines may be implemented.

There are two general types of emergencies that may result in the implementation of this plan. These are: (1) large-scale disorder, and (2) large-scale natural/man-made disaster. Since an emergency may be sudden and without warning, these procedures are designed to be flexible in order to accommodate contingencies of various types of magnitudes.

Police Officers have received training in Incident Command and Emergency Response Procedures. Officers work together with staff, local emergency agencies and emergency management officials to minimize and manage the on-campus crisis as well as crisis situations that occur in the surrounding community that effect the campus community.

Test and drills are conducted periodically to ensure that procedures and policies are followed and evaluated for necessary updates in procedures and policies. These procedures follow the guidelines as stated in the Clery Act.

Procedures for emergency response and evacuations plan can be viewed in the campus Safety and Emergency Response Manual which is published on the campus website www.scsu.edu .

NOTIFICATION TO COMMUNITY IN REFERENCE IMMEDIATE THREAT

It is the responsibility of the University Police Department to ensure the overall safety of the SC State University campus. Immediate threats to the campus shall be reported to the Chief of Police of The University Police Department to confirm and determine the magnitude of the threat and the measures needed to notify the SC State University community. Notification to the community of the immediate threat shall be given in collaboration with the Office of External Affairs and Communications and UCITS department without delay. Communications utilizing e-mail, text, audible siren, loud speaker, campus telecommunication lines, and the Rave Guardian app Campus Emergency Notification System, immediate notification will enable students and employees to better protect themselves and save lives. If the immediate threat poses a serious threat to the surrounding community, notification of the threat will be relayed to local agencies (Orangeburg City Public Safety, Orangeburg County Sheriff's Office, and or depending on the type of threat the Orangeburg County Emergency Management).

Rave Guardian emergency text system is utilized to disseminate the text messages to mobile devices or email messages of registered, validated users. Participation in the Rave Guardian app system is voluntary to students, faculty, staff, parents, and community affiliates. To register please visit UCITS website or do the following:

• Go to http://www.scsu.edu/currentstudents/campusnotifications.aspx
• Follow the instructions for creating an account
a. Enter username
b. First and last name
c. Enter password

d. Enter mobile number and identity of carrier

EMERGENCY RESPONSE AND EVACUATION DRILLS

It is the campus policy to conduct mandatory fire and evacuation drills each semester for residential facilities. Emergency response and evacuation plan can be viewed in the Safety and Emergency Response Manual on the SC State University web site www.scsu.edu. These drills are conducted by the University Police Department in cooperation with the Orangeburg City Public Safety Department. The emergency and evacuation drills ensure that students and staff are aware of the emergency exits in their residence facility and locations of evacuation assembly areas. The drills inform others in the buildings of the evacuation and that it is being evacuated. This will assist in training others on fire and safety issues that ultimately save lives. The drills are also monitored and evaluated to determine if procedures need to be improved or changed to achieve the goal of knowing what to do in an emergency situation.

RESIDENTIAL LIFE

Currently, SC State University has six residential housing facilities. These residence halls on campus, house students enrolled at SC State University. They are Mitchell Hall, Hugine Suites, Battiste Hall, Williams Hall, Truth Hall, and Earl Hall. As a student housed on campus, you have a tremendous opportunity to learn more about yourself, other cultures, and the world around you while living on campus. By living on campus, you have the convenience of living near classrooms and the opportunity to participate in student activities and campus programs (Residential Life, SCSU Student Handbook).

The Residence Life Coordinator along with the Residence Staff, provide a stable environment and assist students with daily housing needs. They also provide opportunities for students to grow. Students will improve and develop social skills that will help them to communicate with other students from various cultures and states.

All students are to keep in mind that they are to list any items such as cell phones, televisions, laptops and desk top computers, and any other electronic item, on the Student Inventory Forms that can be obtained from the residence counselors in each residential building.

Soft Quiet Hours are not intended to impede on any student's freedom. The spirit of Soft Quiet Hours is to ensure the safety of our student body and our campus as whole by taking certain proactive measures. The goal of Soft Quiet Hours is to revitalize and uphold the firm standard of respect and integrity in the Bulldog Community. If at any time, the Soft Quiet Hours policy is dishonored students and guest will be addressed accordingly.

1. All students must carry their SC State ID card on their person at all times and must display their SC State ID to all necessary campus officials when requested (Residence Security Officers, Gate Guardsperson, Campus Police, etc.)

2. At no time after dusk should any resident or guest be found loitering on campus. This includes hanging in front of Residence Halls, around the premises, on the balcony or in breezeways. Campus sponsored events that will require outdoor participation will be taken into consideration when they occur. However, students are not to abuse these privileges.

3. At 12 midnight Sunday-Thursday (Friday-Saturday 1am) visitation ends. Residents returning to other residence halls should proceed directly to their rooms. Guest should quickly return to their means of the transportation and depart campus immediately. Loitering will be prohibited. Residents are responsible for the behaviors of their guest.

4. All persons who desire to enter campus after "Soft Curfew" has begun each evening, must possess their SC State ID

5. At 3am all doors to residence halls including the main entrance will be locked.

6. All residents who are in route to another destination once "Soft Curfew" begins are to do so expeditiously. Generally, there is a curfew that is enforced on the campus 7 days a week. Campus visitation on campus grounds ends at 10 pm (includes off campus students) and a campus curfew is in effect at 12 midnight until day light hours. On the weekends (Friday and Saturday nights) the curfew begins at 1 am. Certain areas of the campus are also off limits after 10 pm. The curfew is implemented as a way of securing the campus from any unwanted intrusion or disturbance on campus. It is also another safety measure to keep students safe. Further information of the campus curfew can be viewed in the Student Handbook on the SCSU website.

MEDICAL

There is a medical facility on campus to access medical needs of students attending classes on campus. The health center is nurse directed with a MD, NP, PA, RN and LPN present to assess and treat acute/ episodic illnesses. The campus medical facility is not designed to house patients overnight. Transportation will be provided to the nearest medical treatment center if needed from Emergency Medical Technicians. The health center is open Monday-Friday, 8:30am – 5:00pm. For medical emergencies after 5:00pm call the Emergency Medical System (EMS) @ 911; dial 803-536-7055 or contact the Office of Public Safety at 803-536-7188.

PARKING RULES & REGULATIONS

The campus parking rules & regulations have been developed with the goal of achieving a safer and more efficient utilization of the available parking spaces as well as a safer and more orderly control of vehicular traffic on campus.

All motor vehicles using SC State University parking facilities during Fall Semester, Spring Semester, and Summer Sessions must have a permanent decal or temporary permit. Vehicles that

do not have a Parking Permit (Decal) are not allowed to park on the main campus (this includes All Employees, Undergraduate Students, Graduate Students, Continuing Education Students, Distant Learning Students, etc) due to limited parking area.

Further details of the parking rules & regulations can be viewed in the Student Handbook or University Police website; www.scsu.edu.

MEDIA

All information that is media worthy is to be relayed to the Office of External Affairs and Communications or Public Relations with the approval of your department head. All inquiries of events or incidents that occur on campus from outside entities are to be referred to the Office of External Affairs and Communications or Public Relations and/or to the President's Office at 803-533-3681 or 803-536-8543.

STUDENT ORGANIZATIONS ESTABLISHED ON CAMPUS

South Carolina State University does have officially recognized student organizations whose members are housed off campus.

SOUTH CAROLINA STATE UNIVERSITY POLICE DEPARTMENT:
YOUR COMMUNITY POLICING AGENCY

Safety and Security are coordinated by the University Police Department, located at 828 Goff Avenue, Orangeburg, South Carolina 29115 on the main campus. The Department has a force of 13 sworn police officers and 15 non-sworn support employees. The University Police Department has primary police jurisdiction on University property, and is responsible for reporting and investigating all crimes and traffic accidents, first respondents to medical emergencies, enforcement of state laws and local ordinances, and all other incidents requiring police assistance. Criminal cases are forwarded through our investigations unit to South Carolina Law Enforcement Division (SLED) Uniform Crime Reporting (UCR) Office. The Patrol Division conducts foot, vehicular and bicycle patrols on campus and in the residential communities, 24 hours a day. In addition to the Patrol Division, the University Police Department has an Investigations Unit, Records Office, Crime Preventions Office, Communications Center and Parking & Vehicle Registration Office. Our Communications Center is staffed 24 hours a day by state certified police/dispatchers. It includes an emergency line for communication during emergency notifications (803)539-2701 capable of radio communication with all Orangeburg County law enforcement agencies. Our computer systems allow officers, investigators, dispatchers and records personnel to access federal, state and local law enforcement databases and enter case information into those systems.

The University Police Department ensures the safety of the President, students, employees, and visitors and overall campus on a daily basis. This allows students to experience university life as fully as the campus rules and regulations would allow University Police Officers enforce campus rules and regulations as well as the state law. Officers shall do all in their power to render assistance to any person needing help. They will also investigate crimes committed on the campus and

apprehend person(s) who violate the law. When, in any instance, jurisdiction or the assistance of an investigation does not lie within the University Police Department; Officers shall make every effort to make referral to the proper authority.

The Chief of the University Police Department is responsible to the Vice President for Student Affairs for the operation of the University Police Department and the University's safety and security. The University Police Department is located at 828 Golf Avenue or dial (803)536-7188 or (803)516-4111.

TRAINING

University Police Officers are Law Enforcement Officer 1 (LEO 1) certified through the South Carolina Criminal Justice Academy and are commissioned State Constables by the Governor's Office with full arrest powers and state-wide authority. Officers receive yearly update training on various laws and issues that may concern the campus community.

Parking Enforcement Officers and Security Officers are employees working to assist Police Officers with the security of the campus. Dispatchers are certified through the state of South Carolina and assist the officers with technical and communication support. Duties and operation of the University Police Department can be reviewed in the Student Handbook or on the SCSU web site www.scsu.edu.edu .

The Mission of The South Carolina State University Police Department is to:

- Protect persons through proactive law enforcement and promote a safe and secure environment.
- Address issues that impede or disrupt the orderly operation of the academic process.
- Protect University property by initiating police action (enforcing laws/regulations, arresting offenders) and the education of the community concerning crime prevention methods.
- Mitigate liability and hazards to the University

South Carolina State University Police Department's Values Are:

Service to the Campus Community
We value the opportunity to provide service in a manner which is fair, courteous, responsive and efficient. An attitude of respect for the protection of the worth, dignity, and the rights of all we serve is the foundation of our department.

Integrity
We value candor, honesty and ethical behavior in the members of our department. We are committed to uphold our positions of trust by maintaining the highest ethical standards as set forth in the law enforcement code of ethics.

Responsibility – Accountability
We value the need for effective use of our resources and openness in our department's communication with our University community. We will be responsible for our actions and ensure that our behavior earns the support and trust of all segments of the public.

Professionalism
We value the spirit of professionalism, having a clear sense of commitment, perspective and direction. It is developed by creating an empowering environment that encourages teamwork, innovation and constant evaluation of ourselves.

Excellence
We strive for personal and professional excellence. We have a commitment to improve our University community and earn their trust, respect and support through active partnership, involvement and service.

Safety on Campus, Our Community
South Carolina State University strives to:

- Create and maintain an environment for learning that promotes respect for and appreciation of scholarship, freedom, human diversity, and the cultural mosaic of the Orangeburg Community.
- Promote excellence in instruction and intellectual accomplishment and provide broadly accessible higher education for residents of the region and state, as well as the nation and the world.

The University Police Department participates in delivering the University mission and strives to create a safe environment conducive to academic excellence. Even though the University Police work closely with neighboring police agencies and employ security measures to reduce and prevent crime, we believe security is everyone's responsibility, and we need your assistance. SCSU is a community of more than 3,000 students, faculty and staff located in the City and County of Orangeburg. We maintain a collaborative and reporting relationship with the police agencies. We do stay in contact with the police agencies in the area and will intervene if a security issue arises.

INFORMATION ON REGISTERED SEX OFFENDERS

The State of South Carolina provides an online database of registered sex offenders within the state. Information concerning registered sex offenders may be obtained on line at SLED State Sex Offender Registry. www.sled.state.sc.us or the Community Notification website at http://sheriffalerts.com .

Sex offenders who are required to register in the State of South Carolina must provide notice as required under State law, of each institution of higher learning in the State at which the person is employed, carries on a vocation, volunteer's services or is a student.

The South Carolina law requires any person convicted and deemed a sex offender must register with the Sheriff's office in the county in which he/she resides. If the offender moves to another county, he or she must register within 10 days of establishing residence.

The State Law Enforcement Division (SLED) maintains a system for making certain that registered sex offenders' information is available on the website. This web address allows you to search for offenders by name, city, county, or zip code.

The registry is available for public access on the SLED State Sex Offender Registry.

SCSU'S POLICIES AND PROCEDURES REGARDING TITLE IX, INCLUDING SEXUAL HARASSMENT AND SEXUAL VIOLENCE

Below, please find important information regarding SCSU's policies and procedures relating to Title IX, including sexual harassment and sexual violence. SCSU wants to provide you with information and necessary tools in the event that you or someone you know experiences sexual harassment or sexual violence. To learn more about SCSU's policies and procedures relating to sexual harassment and sexual violence, as well as information on awareness and prevention.

SCSU'S STATEMENT OF NONDISCRIMINATION

South Carolina State University does not discriminate on the basis of sex, gender, gender identity, sexual orientation, or handicap/disability in its education programs or activities. Title IX of the Education Amendments of 1972, and certain other federal and state laws, prohibit discrimination on the basis of sex, gender, sexual orientation, or handicap/disability in employment, as well as all education programs and activities operated by the University (both on and off campus), and protect all people regardless of their handicap/disability, gender or gender identity from discrimination, which includes sexual harassment and sexual violence.

THE UNIVERSITY'S POLICIES AND PROCEDURES:

The University prohibits Harassment of any kind, including, Sexual Harassment and Sexual Violence, Domestic Violence, Dating Violence, and Stalking. Such behavior violates both law and University policy. The University shall respond promptly and effectively to all reports of Discrimination, Harassment and Retaliation, and shall take appropriate action to prevent, correct, and when necessary, discipline behavior that violates this policy. Policies and Procedures regarding the Clery Act, Title IX, VAWA/Campus SaVE Act, and related sex discrimination, sexual harassment and sexual violence legislation can be found at the web addresses listed below:

- Implementation of Title IX, VAWA/Campus SaVE Act, and Related Sex Discrimination, Sexual Harassment and Sexual Violence Legislation

- Student Conduct Procedures

- SCSU Rights and Options for Victims of Sexual Violence, Dating Violence, Domestic Violence and Stalking
- SCSU Title IX and Sexual Violence Informational Booklet

Sex Discrimination means an adverse action taken against an individual because of gender or sex (including sexual harassment, sexual violence, domestic violence, dating violence, and stalking) as prohibited by Title IX; Title IV; VAWA/Campus SaVE Act.

Sexual Harassment, a form of Sex discrimination, is unwelcome verbal, nonverbal or physical conduct of a sexual nature that includes, but is not limited to Sexual Violence, sexual advances, requests for sexual favors, and indecent exposure, where:

- Submission to, or rejection of, the conduct is explicitly or implicitly used as the basis for any decision affecting a student's academic status or progress, or access to benefits and services, honors, programs, or activities available at or through the University; or
- Such conduct is sufficiently severe, persistent or pervasive that its effect, whether or not intended, could be considered by a reasonable person in the shoes of the student, and is in fact considered by the student, as limiting the student's ability to participate in or benefit from the services, activities or opportunities offered by the University; or
- Submission to, or rejection of, the conduct by a University employee is explicitly or implicitly used as the basis for any decision affecting a term or condition of employment, or an employment decision or action; or
- Such conduct is sufficiently severe, persistent or pervasive that its effect, whether or not intended, could be considered by a reasonable person in the shoes of the University employee or third party, and is in fact considered by the University employee or third party, as intimidating, hostile or offensive.
- Sexual Harassment also includes acts of verbal, non-verbal or physical aggression, intimidation or hostility based on gender or sex-stereotyping, even if those acts do not involve conduct of a sexual nature.

Sexual Violence is a form of Sexual Harassment and means physical sexual acts, such as unwelcome sexual touching, Sexual Assault, Sexual Battery, Rape, Domestic Violence, Dating Violence, and Stalking (when based on gender or sex) perpetrated against an individual against his or her will and without consent or against an individual who is incapable of giving consent due to that individual's use of drugs or alcohol, status as a minor, or Disability. Sexual Violence may include physical force, violence, threat, or intimidation, ignoring the objections of the other person, causing the other person's intoxication or incapacitation through the use of drugs or alcohol, or

taking advantage of the other person's incapacitation (including voluntary intoxication). Men as well as women can be victims of these forms of Sexual Violence. Unlawful sexual intercourse with a minor (statutory rape) occurs even if the intercourse is consensual when the victim is under 18 years old, because the victim is considered incapable of giving legal consent due to age.

Sexual Assault is a form of Sexual Violence and is an attempt, coupled with the ability, to commit a violent injury on the person of another because of that person's gender or sex.

Sexual Battery is a form of Sexual Violence and is any willful and unlawful use of force or violence upon the person of another because of that person's gender or sex.

Rape is a form of Sexual Violence and is non-consensual sexual intercourse that may also involve the use of threat of force, violence, or immediate and unlawful bodily injury or threats of future retaliation and duress. Any sexual penetration, however slight, is sufficient to constitute rape. Sexual acts including intercourse are considered non-consensual when a person is incapable of giving consent because s/he is incapacitated from alcohol and/or drugs, is under 18 years old, or if a mental disorder or developmental or physical disability renders the person incapable of giving consent. The accused's relationship to the person (such as family member, spouse, friend, acquaintance or stranger) is irrelevant. (See complete definition of Consent below.)

Consent means an informed, affirmative, conscious decision by each participant to engage in mutually agreed-upon sexual activity.

- Consent must be ***voluntary***, and given without coercion, force, threats, or intimidation. Consent requires positive cooperation in a particular sexual act, or expression of intent to engage in that sexual act through the exercise of free will.

- Consent can be ***withdrawn or revoked***. Consent to one form of sexual activity (or one sexual act) does not constitute consent to other forms of sexual activity (or other sexual acts). Consent to sexual activity given on one occasion does not constitute consent to sexual activity on another occasion. The fact that two people are or were in a dating or sexual relationship does not constitute consent to engage in sexual activity. There must always be mutual and affirmative consent to engage in sexual activity. Consent to a sexual act may be withdrawn or revoked at any time, including after penetration. The victim's request for the perpetrator to use a condom or birth control does not, in and of itself, constitute consent. Once consent is withdrawn or revoked, the sexual activity must stop immediately.

- Consent cannot be given by a person who is ***incapacitated***. For example, a person cannot give consent if s/he is unconscious or coming in and out of consciousness. A person is incapacitated if s/he lacks the physical and/or mental ability to make informed, rational judgments. Examples of incapacitation include unconsciousness, sleep and blackouts.

Whether an intoxicated person (as a result of using alcohol or other drugs) is incapacitated depends on the extent to which the alcohol or other drugs impact the person's decision-making capacity, awareness of consequences, and ability to make fully informed judgments. A person with a medical or mental disability may also lack the capacity to give consent.

- Being intoxicated by drugs or alcohol does not diminish a person's responsibility to obtain consent from the other party before engaging in sexual activity. Factors to be considered include whether the person knew, or whether a reasonable person in the accused's position should have known, that the victim did not give, or revoked, consent; was incapacitated; or was otherwise incapable of giving consent.

- Sexual intercourse with a minor is never consensual when the victim is under 18 years old, because the victim is considered incapable of giving legal consent due to age.

Domestic Violence is a form of Sexual Violence and is abuse committed against someone who is a current or former spouse, current or former cohabitant, someone with whom the abuser has a child, someone with whom the abuser has or had a dating or engagement relationship, or a person similarly situated under South Carolina domestic or family violence law. Cohabitant means two unrelated persons living together for a substantial period of time, resulting in some permanency of relationship. Factors that may determine whether persons are cohabiting include, but are not limited to (1) sexual relations between the parties while sharing the same living quarters, (2) sharing of income or expenses, (3) joint use or ownership of property, (4) whether the parties hold themselves out as husband and wife, (5) the continuity of the relationship, and (6) the length of the relationship.

Dating Violence is a form of Sexual Violence and is abuse committed by a person who is or has been in a social or dating relationship of a romantic or intimate nature with the victim. This may include someone the victim just met; i.e., at a party, introduced through a friend, or on a social networking website.

Stalking means a repeated course of conduct directed at a specific person (when based on gender or sex) that places that person in reasonable fear for his/her or others' safety, or to suffer substantial emotional distress.

COMPLAINTS PROCEDURES:

- Students who would like to file a complaint of sex discrimination, including sexual harassment, sexual violence; domestic violence, dating violence, and stalking can do so at the University Police Department or with a university employee (CSA).

- Employees who would like to file a complaint of sex discrimination, including sexual harassment, sexual violence, domestic violence, dating violence, and stalking can do so at the University Police Department or with a university employee (CSA).

- Other parties who would like to file a complaint of sex discrimination, including sexual harassment, sexual violence, domestic violence, dating violence, and stalking can do so at the University Police Department or with a university employee (CSA).

CONFIDENTIALITY – KNOW YOUR OPTIONS

The University encourages victims of Sexual Violence, Dating Violence, Domestic Violence, or Stalking (collectively Sexual Violence) to talk to someone about what happened, so you can get the support you need and so SCSU can respond appropriately. All employees, with the exception of University-employed physicians, professional counselors, sexual assault and domestic violence counselors and advocates, are required to report incidents of Sexual Violence (including the identities of both the victim and alleged perpetrator) to the Title IX Coordinator so the University can take immediate action to protect the victim, and take steps to correct and eliminate the cause of Sexual Violence. Before talking to a university employee, it is important to understand university policy relating to confidentiality and their obligation, if any, to report the incident to the Title IX Coordinator.

PRIVILEGED AND CONFIDENTIAL COMMUNICATIONS

Physicians, psychotherapists, professional, licensed counselors, and clergy who work or volunteer on or off campus, and who provide medical or mental health treatment or counseling (including those who act in that role under their supervision) may not report any information about an incident of Sexual Violence to anyone else at the University, including the Title IX Coordinator, without the victim's consent. A victim can seek assistance and support from physicians, psychotherapists, professional, licensed counselors, and clergy without triggering a University investigation that could reveal the victim's identity or the fact of the victim's disclosure. *However, see limited exceptions below regarding when health care practitioners must report to local law enforcement agencies. Health care practitioners should explain these limited exceptions to victims, if applicable.*

Sexual assault and domestic violence counselors and advocates who work or volunteer on or off campus in sexual assault centers, victim advocacy offices, women's centers, and health centers (including all individuals who work or volunteer in these centers and offices, as well as non-professional counselors or advocates, and those who act in that role under their supervision) may talk to a victim without revealing any information about the victim and the incident of Sexual Violence to anyone else at the University, including the Title IX Coordinator, without the victim's consent. A victim can seek assistance and support from these counselors and advocates without

triggering a University investigation that could reveal his/her identity or that a victim disclosed an incident to them. *However, see limited exceptions below regarding when sexual assault and domestic violence counselors and advocates must report to local law enforcement agencies. Counselors and advocates should explain these limited exceptions to victims, if applicable.*

The University will be unable to conduct an investigation into a particular incident or pursue disciplinary action against a perpetrator if a victim chooses to (1) speak only to a physician, professional counselor, clergy member, sexual assault counselor, domestic violence counselor or advocate; and (2) maintain complete confidentiality. Even so, these individuals will assist victims in receiving other necessary protection and support, such as victim advocacy, disability, medical/health or mental health services, or legal services, and will advise victims regarding their right to file a Title IX complaint with the University and a separate complaint with local or University police. If a victim insists on confidentiality, such professionals, counselors and advocates will likely not be able to assist the victim with: University academic support or accommodations; changes to University-based living or working schedules; or adjustments to course schedules. A victim who at first requests confidentiality may later decide to file a complaint with the University or report the incident to the police, and thus have the incident fully investigated. These counselors and advocates can provide victims with that assistance if requested by the victim. These counselors and advocates will also explain that Title IX includes protections against retaliation, and that the University will not only take steps to prevent retaliation when it knows or reasonably should know of possible retaliation, but will also take strong responsive action if it occurs.

Exceptions: Under South Carolina law, any health practitioner employed in a health facility, clinic, physician's office, or local or state public health department or clinic is required to make a report to local law enforcement if he or she provides medical services for a **physical condition** to a patient/victim who he or she knows or reasonably suspects is suffering from (1) a wound or physical injury inflicted by a firearm; or (2) any wound or other physical injury inflicted upon a victim where the injury is the result of assaultive or abusive conduct (including Sexual Violence, Domestic Violence, and Dating Violence).

This exception does not apply to sexual assault and domestic violence counselors and advocates. Health care practitioners should explain this limited exception to victims, if applicable.

Additionally, under South Carolina law, all professionals described above (physicians, psychotherapists, professional counselors, clergy, and sexual assault and domestic violence counselors and advocates) are mandatory child abuse and neglect reporters, and are required to report incidents involving victims under 18 years of age to local law enforcement. These professionals will explain this limited exception to victims, if applicable.

Finally, some or all of these professionals may also have reporting obligations under South Carolina law to (1) local law enforcement in cases involving threats of immediate or imminent harm to self or others where disclosure of the information is necessary to prevent the threatened danger; or (2) to the court if compelled by court order or subpoena in a criminal proceeding related to the Sexual Violence incident. If applicable, these professionals will explain this limited exception to victims.

REPORTING TO UNIVERSITY OR LOCAL POLICE

If a victim reports to local or University Police about Sexual Violence, the police are required to notify victims that their names will become a matter of public record unless confidentiality is requested. If a victim requests that his/her identity be kept confidential, his/her name will not become a matter of public record and the police will not report the victim's identity to anyone else at the University, including the Title IX Coordinator. University Police will, however, report the facts of the incident itself to the Title IX Coordinator being sure not to reveal to the Title IX Coordinator victim names/identities or compromise their own criminal investigation. The University is required by the federal Clery Act to report certain types of crimes (including certain sex offenses) in statistical reports. However, while the University will report the type of incident in the annual crime statistics report known as the Annual Security Report, victim names/identities will not be revealed.

REPORTING TO THE TITLE IX COORDINATOR AND OTHER UNIVERSITY EMPLOYEES

In all cases, the University strongly encourages victims to report Sexual violence directly to the campus Title IX Coordinator. When a victim tells the Title IX Coordinator or another University employee about a Sexual Violence incident, the victim has the right to expect the University to take immediate and appropriate steps to investigate what happened and to resolve the matter promptly and equitably. Most University employees have a duty to report Sexual Violence incidents when they are on notice of it. As detailed above in the Privileged and Confidential communications section of this report, all University employees except physicians, licensed counselors, sexual assault counselors and advocates, must report to the Title IX Coordinator all relevant details about any Sexual Violence incidents of which they become aware. The University will need to determine what happened – and will need to know the names of the victim(s) and the perpetrator(s), any witnesses, and any other relevant facts, including the date, time and specific location of the incident.

To the extent possible, information reported to the Title IX Coordinator or other University employees will be shared only with individuals responsible for handling the University's response to the incident. The University will protect the privacy of individuals involved in a Sexual Violence incident except as otherwise required by law or University policy. A Sexual Violence report may result in the gathering of extremely sensitive information about individuals in the campus community. While such information is considered confidential, University policy regarding access

to public records and disclosure of personal information may require disclosure of certain information concerning a report of sexual violence. In such cases, efforts will be made to redact the records, as appropriate, in order to protect the victim's identity and privacy and the privacy of other involved individuals. Except as detailed in the section on Privileged and Confidential Communications above, no University employee, including the Title IX Coordinator, should disclose the victim's identity to the police without the victim's consent or unless the victim has also reported the incident to the police.

If a victim requests of the Title IX coordinator or another University employee that his/her identity remain completely confidential, the Title IX Coordinator will explain that the University cannot always honor that request and guarantee complete confidentiality. If a victim wishes to remain confidential or request that no investigation be conducted or disciplinary action taken, the University must weigh that request against the University's obligation to provide a safe, non-discriminatory environment for all students, employees and third parties, including the victim. Under those circumstances, the Title IX Coordinator will determine whether the victim's request for complete confidentiality and/or no investigation can be honored under the facts and circumstances of the particular case, including whether the University has a legal obligation to report the incident, conduct an investigation or take other appropriate steps. Without information about a victim's identity, the University's ability to meaningfully investigate the incident and pursue disciplinary action against the perpetrator may be severely limited.

The Title IX Coordinator will inform the victim of the initiation of an investigation prior to starting an investigation and will, to the extent possible, only share information with people responsible for handling the University's response to the incident. The Title IX Coordinator will remain mindful of the victim's well-being, and will take ongoing steps to protect the victim from retaliation or harm, and work with the victim to create a safety plan. Retaliation against the victim, whether by students, employees or third parties, will not be tolerated. The University and Title IX Coordinator will also:

- Provide interim remedies requested by the victim, if they are reasonably available, regardless of whether the victim chooses to report Sexual Violence to campus or local police;
- Assist victims in accessing available victim advocacy, academic support, counseling, disability, medical/health or mental health services, and legal assistance both on and off campus;
- Provide security and support, which could include issuing a no-contact order, helping arrange a change of campus-based living or working arrangements or course schedules (including for the perpetrator pending the outcome of the investigation) or adjustments for assignments, tests, or work duties; and

- Inform victims of their right to report a crime to University or local police – and provide victims with assistance if desired.

The University will not require a victim to participate in any investigation or disciplinary proceeding if the victim does not wish to participate. The University will not generally notify parents or legal guardians of a Sexual Violence report unless the victim is under 18 years old or the victim provides the University with written permission to do so.

Under South Carolina law, and pursuant to University policy, all University employees, including the Title IX Coordinator, are mandatory child abuse and neglect reporters and should explain to victims less than 18 years of age that they are required to report the Sexual Violence incident to the police. However, the identity of the person who reports and the report itself are confidential and disclosed only among appropriate agencies.

Because the University is under a continuing legal obligation to address the issue of Sexual Violence campus-wide, Sexual Violence reports (including non-identifying reports) may also require the University to consider broader remedial action – such as increased monitoring, supervision or security at locations where the reported Sexual Violence occurred; increased education, training and prevention efforts, including to targeted population groups; climate assessments/victimization surveys; and/or revision of policies and practices.

The Office of the Ombudsman, if available on a specific campus, provides confidential, neutral and informal dispute resolution services, provides information about University policies and procedures, and makes referrals. However, in Sexual Violence cases, South Carolina law mandates that the Ombudsman as well as all other University employees (except for physicians, licensed counselors, sexual assault counselors and advocates as discussed in the Privileged and Confidential Communications section of this policy above) report Sexual Violence incidents to the Title IX Coordinator.

If the University determines that the perpetrator poses a serious and immediate threat to the campus community, a designated Campus Security Authority under the Clery Act may be called upon to issue a timely warning to the community. Any such warning will not include any information that identifies the victim.

OPTIONS FOR REPORTING:

If a person would like to report an incident of sexual harassment or sexual violence, there are both on-campus and off campus options available.

- ***Right to pursue a university discipline charge:*** To do so, you should report the crime to a campus official such as the Title IX Coordinator. Your complaint of sex discrimination will be investigated pursuant to university policies. If the complaint is against a student,

the disciplinary process will be followed. University proceedings provide a prompt, fair and impartial investigation and resolution and the investigations are conducted by officials who receive annual training. Sanctions for violations of university policy relating to Sex Discrimination and Sexual Violence include suspension, expulsion, and termination of employment. For links to the Executive Orders, please see above.

- ***Right to pursue criminal charges (in cases involving Sexual Violence), whether or not you pursue university disciplinary charges:*** You can pursue criminal charges by contacting the police directly or if you would like their assistance, the Title IX coordinator, Brooks Infirmary Health Services, the Counseling Self-Development Center or Residential Life Office can assist the employee or student in reporting to campus or local law enforcement.

- ***Right to Report Sexual Violence without Pursuing Charges:*** Counseling and other support services and resources are still available to you even if you choose not to pursue charges. Regardless of what option a person chooses, the university will discuss interim measures and the availability of permanent accommodations including changing academic, living, transportation, and working situations. The University will maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures. If you wish to have a temporary "no contact" order in place, you can request one from the Title IX Coordinator. A "no contact" order applies to campus only. In some situations, you may also be able to obtain a protective order that extends off-campus through a local court.

Policy prohibits retaliation against a person who reports Sex Discrimination, Sexual Harassment or Sexual Violence, or someone who assists someone with a report of such conduct, or participates in any manner in an investigation or resolution of a complaint.

WHAT TO DO IF SOMEONE REPORTS SEXUAL HARASSMENT OR SEXUAL VIOLENCE TO YOU

If a student or someone you know reports experiencing sexual harassment or sexual violence, here are some things you can do to assist them:

- ***Listen.*** If someone discloses sexual violence to you, it means they trust you enough to share this incredibly difficult story. Just listening with compassion can be incredibly helpful.

- ***Believe.*** Rather than asking a lot of questions, just let the person know that you believe them and will support them as best as you can. Avoid asking questions like "Why did you go with them?" or "Did you fight back?" Questioning the person's behavior could

make the person feel as though the sexual violence was their fault, even though it wasn't and even if that's not your intent. Focus on offering the person support and providing options so they can decide what is best.

- **Give options.** Sexual violence is a crime of power and control. In order to give a sense of control back to the person, allow them to carefully choose what option is best. They may not make the same decision you might make; however, only they can decide what a healthy process is for themselves. You can help them explore their options by suggesting available resources – medical, legal, on-campus, off-campus, friends, family, counselors, or any other support you can think of

- **Encourage the Person to Contact the Title IX Coordinator.** We encourage people who experience sexual violence to contact the Title IX Coordinator. The Title IX Coordinator can provide information relating to university policies and procedures, as well as information relating to rights and options. The Title IX Coordinator will also discuss any reasonable interim remedies that are available. (See below for contact information for the Title IX Coordinator)

SCSU's primary concern is the safety of its campus community members. The use of alcohol and/or drugs never makes the victim at fault for sexual discrimination, harassment or violence. Victims should not be deterred from reporting incidents of sexual violence out of a concern that they may be disciplined for related violations of drug, alcohol or other university policies. Except in extreme circumstances, victims of sexual violence shall not be subject to discipline for related violations of the Student Conduct Code or university policy.

WHO TO CONTACT

Title IX requires SCSU to designate a Title IX Coordinator to monitor and oversee overall Title IX compliance. The Title IX Coordinator is available to explain and discuss: your right to file a criminal complaint (sexual assault and sexual violence); the university's complaint process, including the investigation process; how confidentiality is handled; available resources, both on and off campus; and other related matters.

Title IX Coordinator:
Office of Equal Opportunity
Alexander B. Sutler
(803) 516-4549
Lowman Hall, First Floor
asutler@scsu.edu

SEXUAL VIOLENCE EDUCATION, PREVENTION AND RESPONSE

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

- Are culturally relevant, including of diverse communities and identities, sustainable, responsive to community needs and informed by research, or assessed for value, effectiveness or outcome, and

- Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

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

a. Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct;

b. Defines using definitions provided both by the Department of Education as well as state law what behavior constitutes domestic violence, dating violence, sexual assault, and stalking;

c. Defines what behavior and actions constitute consent to sexual activity in the State of South Carolina and/or using the definition of consent.

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

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

f. Provide an overview of information contained in the Annual Security Report in compliance with the Clery Act.

The University has developed an annual education campaign consisting of presentations that include the distribution of educational materials to incoming students and new employees during their respective orientation programs. The University Police

Department, Brooks Infirmary Health Services, the Counseling Self-Development Center or Residential Life or Housing Office, Department of Intercollegiate Athletics, Human Resources Office, all offer ongoing prevention and awareness programs.

Literature on dating violence, domestic violence, sexual assault, and stalking awareness and prevention is available through the University Police Department, Brooks Infirmary Health Services, the Counseling Self-Development Center or Residential Life or Housing Office, Department of Intercollegiate Athletics, Human Resources Office.

WHAT IF I OBSERVE AN ACT OR POTENTIAL ACT OF SEXUAL VIOLENCE

Bystanders play a critical role in the prevention of sexual and relationship violence. They are individuals who observe 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. If you or someone else is in immediate danger, dial (803)536-7188 (if you are on campus 67188) and get to a place of safety if appropriate.

- Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or needs help, ask if they are ok.
- Confront people who secluded, 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 of 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 legal assistance.

RISK REDUCTION

With no intent to blame the victim and recognizing that only rapists are responsible for rape, 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 cab 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 (local authorities can be reached by calling 9-1-1 in most areas of the U.S.).
- 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 the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.
- Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
- If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 9-1-1 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others)
- 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 enough 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 then 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.

PROCEDURE FOR REPORTING INCIDENTS OF SEXUAL VIOLENCE

The University has procedures in place that serve to be sensitive to those who report sexual assault, domestic violence, dating violence and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance and other on and/or off campus services. Students who are victims of sexual violence have the option to change their academic and/or on-campus living situations if such changes are reasonably available. The University will make such accommodations (when reasonably available) regardless of whether the victim chooses to report the crime to the University Police or local law enforcement.

After an incident of sexual violence at South Carolina State University, the first priority of the victim is to get to a place of safety. The victim should then obtain necessary medical treatment as soon as possible. The closest hospital to South Carolina State University is The Regional Medical Center (TRMC) (803)395-2200 or the Family Health Center Urgent Care Facility (803)531-8960, for immediate assistance or intervention.

If you become the victim of a sexual violence on or off campus:

- GET to a safe place

- CONTACT the University Police Department at (803)536-7188 (if you are on campus 67188) or local law enforcement by dialing 9-1-1
- DO NOT shower, bathe, douche, smoke, eat, drink, brush teeth, gargle, use the toilet, change or destroy clothing
- DO NOT clean or straighten up the area
- SEEK medical attention
- SEEK emotional support from the County Crisis Center (CASA)

The University Police Department strongly advocates that a victim of sexual violence report the incident in a timely manner to the Department by calling (803)536-7188 (if you are on campus 67188) or local law enforcement by dialing 9-1-1. Time is a critical factor for evidence collection and preservation.

Filing a police report will:

- Ensure that a victim of sexual violence receives the necessary forensic medical examination and tests, at no expense to the victim.
- Provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, smoke, eat, drink, brush teeth, gargle, use the toilet, change clothing or clean bed/linen/area prior to a forensic exam).
- Assures that the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.
- Aid the victim in obtaining an emergency protective order or a restraining order if appropriate.

When a victim of sexual violence contacts the University Police Department, the police will conduct a criminal investigation and, with the victim's consent, contact on and/or off campus resources who can provide support and guidance. Investigation of complaints of sexual violence may be pursued through the criminal justice system. If the alleged perpetrator is a student, the University's Office of Judicial Affairs will also pursue an investigation through the student judicial process.

A victim of sexual violence may also report the incident to the following University officials, who will assist the victim in obtaining needed services and in notifying the University Police Department or local law enforcement if the victim desires:

- **Title IX Coordinator:**
  Office of Equal Opportunity
  Alexander B. Sutler
  (803) 516-4549
  Lowman Hall, First Floor
  asutler@scsu.edu

- **Director, Counseling & Student Development, Dr. Cherilyn Taylor Minniefield**
  (803) 536-7245
  Counseling Center
  ctaylo37@scsu.edu

- **Director, Brooks Health Center**
  Mrs. Pinkey Carter
  (803) 536-7055
  pcarter@scsu.edu

- **Director of Judicial Affairs; Director of Residential Life & Housing, Mrs. Cammy Grate**
  (803)516-4510
  Azalea Building, First Floor
  cgrate2@scsu.edu

- **The Director of Human Resources, Mr. Ron York**
  (803) 536-8412
  ryork1@scsu.edu

- **Director of Athletics**
  Mr. Stacey Danley
  (803) 533-3743
  Nix Hall
  sdanley@scsu.edu

As time passes, evidence of a sexual violence incident may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, prosecution or obtaining a protective order related to the incident more difficult. Adult victims may present by a variety of methods including: a phone call to a sexual assault / domestic violence hotline; a phone call to 911; or by a report to a medical professional or facility listed above.

Individuals will be counseled on their options for reporting of the incident and directed to a facility listed above for an exam and collection of physical evidence. Patients who chose the non-investigative reporting option will be responsible for their own transportation to a facility if they do not want law enforcement involvement. The evidence will be kept by the appropriate law enforcement agency for a period of 18 months from the date of the exam. Should the patient later decide to proceed with a criminal justice system investigation, the examining facility will notify the law enforcement agency with jurisdiction of the incident and the appropriate advocacy agency. The victim will be notified that they will be contacted by law enforcement and examination of physical evidence may proceed at this time. Should the patient/victim not initiate an investigative report during this time period the evidence will be destroyed per agency guidelines.

When a student or employee reports to the institution that the student or employee has been a victim of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, the institution will provide the student or employee a written explanation of the student's or employee's rights and options entitled: ***"Rights and Options for***

Victims of Sexual Violence, Dating Violence, Domestic Violence and Stalking". Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, a representative from the University will help guide the victim through the available options and support and provide a written explanation of their rights. "Victim" as used in the South Carolina Constitution is defined as "a person who suffers direct or threatened physical, psychological, or financial harm as a result of the commission or attempted commission of a crime or delinquent act. The term 'victim' also includes the person's spouse, parents, children, siblings, or guardian, and includes a lawful representative of a crime victim who is deceased, a minor, or physically or psychologically incapacitated.

Various treatment options are available from the University through the Counseling Self-Development Center Services, the Brooks Health Center Services, and the Employee Assistance Program. SCSU's Counseling Self- Development Center can also assist students with information and referral services to off-campus treatment providers.

CAMPUS INVESTIGATION OF REPORTS OF SEXUAL VIOLENCE

The University has formal written procedures that provide for a campus investigation of reports of sexual violence, written findings sent to the accuser and the accused. The procedure for SCSU employees and third parties is separate from, but similar to the procedure for SCSU students. Your campus Title IX Coordinator can explain these procedures in detail.
At the conclusion of the University's complaint procedure, any employee or student found to have violated University policy against sexual violence will be subject to discipline. Discipline would be administered consistent with applicable collective bargaining agreements (for employees), University policies and legal requirements. As the victim, you are not required to participate in any University disciplinary procedure and may choose not to be a part of it.

Disciplinary procedures for sexual violence will:

- Provide a prompt, fair, and impartial process and resolution.
- Be conducted by officials who receive annual training on sexual violence and how to conduct a hearing process that protects the safety of victims and promotes accountability resolution.
- Provide the accuser and the accused the same opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice resolution.
- Simultaneously inform the accuser and the accused in writing of:
    - The outcome of the disciplinary proceeding; The University's procedures for the accused to appeal the results of the disciplinary proceeding;

- Any change to the disciplinary results that occurs prior to the time such results become final; and
- When disciplinary results become final.

COMPLAINT PROCEDURES

The SCSU has adopted and published complaint procedures that provide for prompt and equitable resolution of Sex Discrimination complaints, including Sexual Harassment, Sexual Violence, Domestic Violence, Dating Violence, and Stalking.mRegardless of whether an employee, a student or a third party ultimately files a complaint under the applicable complaint procedure, if a campus knows or has reason to know about possible Sex Discrimination, Sexual Harassment, Sexual Violence, Domestic Violence, Dating Violence, and Stalking, it must review the matter to determine if an investigation is warranted. When warranted, all such investigations must be prompt, thorough and impartial. The campus must then take appropriate steps to eliminate the Sex Discrimination, Sexual Harassment, Sexual Violence, Domestic Violence, Dating Violence, and/or Stalking, prevent its recurrence, and remedy its effects.

STUDENT DISCIPLINARY PROCEEDING/INVESTIGATION

Whenever it appears that the Student Conduct Code has been violated, an oral or written complaint should be directed to the student conduct administrator as soon as possible after the event takes place. The student conduct administrator shall promptly: investigate each complaint submitted; determine whether it is appropriate to charge a Student with violation of the Student Conduct Code; and consider whether the University should implement an interim suspension, withdrawal of consent to remain on Campus, no contact orders concerning one or more members of the University community, or other Interim Remedies for the protection of any Complainant/victim or witnesses. Investigations shall be concluded within 60 Working Days after a complaint has been made.
Complaints by Students alleging Sex Discrimination, Sexual Harassment, Sexual Violence, Domestic Violence, Dating Violence, and Stalking against other Students shall be filed and investigated. The Title IX Coordinator shall notify the student conduct administrator of the status of any such complaint or appeal, as well as the investigation results (including findings and any Interim Remedies afforded to the Complainant/victim), so that the student conduct administrator may determine whether to initiate student conduct proceedings.

Complaints by SCSU employees or Third Parties (e.g., vendors, auxiliary employees or Campus visitors), alleging Sex Discrimination, Sexual Harassment, Sexual Violence, Domestic Violence, Dating Violence, and Stalking against Students shall be filed and investigated. The Title IX Coordinator shall notify the student conduct administrator of the status of any such complaint or appeal, as well as the investigation results (including findings and any Interim Remedies afforded to the Complainant/victim), so that the student conduct administrator may determine whether to initiate student conduct proceedings.

Within 10 Working Days after the student conduct administrator receives the Investigator's findings, the student conduct administrator shall notify the Student in writing that a conference has been scheduled or that the Student is directed to promptly schedule a conference with the student conduct administrator.

In cases involving allegations of Sex Discrimination, Sexual Harassment, Sexual Violence, Domestic Violence, Dating Violence, and Stalking, the student conduct administrator shall offer the Complainant/victim the opportunity to meet with the student conduct administrator separately, prior to the conference. The conference and any meetings with the Complainant/victim shall occur within 20 Working Days after the student conduct administrator receives the Report and findings.

The student conduct administrator shall promptly notify the Title IX Coordinator of the outcome of the conference with the Student charged. If the case does not proceed to hearing, the Title IX Coordinator shall at that time:

- Notify the Complainant/victim of the outcome of the conference, including any sanction that relates directly to the Complainant. Victims of crimes of violence, including sex offenses, shall also receive notice.
- Take any appropriate further steps to address the effects of any hostile environment resulting from the Discrimination, Harassment or Retaliation.
- Identify and address any remaining systemic or other patterns of Discrimination, Harassment or Retaliation at the Campus.

The student conduct administrator shall issue a notice of hearing promptly after the conference. In cases involving allegations of Sex Discrimination, Sexual Harassment, Sexual Violence, Domestic Violence, Dating Violence, and Stalking, notice shall also be provided to the Complainant and the HR Director or the Title IX Coordinator. The notice of hearing shall be issued within five Working Days after the conference has concluded.

The hearing is closed to all persons except the student conduct administrator; the Student charged; the Complainant/victim in cases of Sex Discrimination, Sexual Harassment, Sexual Violence, Domestic Violence, Dating Violence, and Stalking; their respective advisors; appropriate witnesses while they are testifying; a support person to accompany alleged victims of Sex Discrimination, Sexual Harassment, Sexual Violence, Domestic Violence, Dating Violence, and Stalking while they are testifying; the hearing officer; and one person to assist the hearing officer in recording the hearing. The Student charged, any Complainant, and any witnesses shall attend the hearing in person unless the student conduct administrator permits an exception (e.g., participation via videoconference or telephone). A police or security officer may also be present if deemed appropriate or necessary by the vice president for Student Affairs or hearing officer. The

University will cooperate in providing University witnesses wherever possible, provided that they are identified at least five working days before the hearing.

After the hearing, the hearing officer shall make findings of fact and conclusions about whether the Student charged violated the Student Conduct Code. The standard of proof the hearing officer shall use is whether the University's charge is sustained by a preponderance of the evidence. It is the University's burden to show that it is "more likely than not" that the Student violated the Student Conduct Code.

The hearing officer shall submit a written Report of findings and conclusions to the president, along with any recommended sanctions, recommendations regarding restricting the Student's contact with, or physical proximity to, the Complainant or other persons. The Report shall be submitted within 10 working days after the hearing. Both the accuser and the accused must be informed of the outcome of any institutional disciplinary proceeding that is brought alleging a sex offense

The president shall review the hearing officer's Report and issue a final decision. The president may impose the recommended sanctions, adopt a different sanction or sanctions, reject sanctions altogether, or refer the matter back for further findings on specified issues. If the president adopts a different sanction than what is recommended by the hearing officer, the president must set forth the reasons in the final decision letter. The president's final decision letter shall be issued within 10 working days after receipt of the hearing officer's Report. The president shall send his or her decision electronically to the Student charged at the University-assigned or other primary e-mail address linked to the Student's University account. In cases involving crimes of violence, including Sexual Violence, Domestic Violence, Dating Violence, or Stalking, both the Complainant-victim and the Student charged shall be simultaneously informed in writing of:

- The outcome of any disciplinary proceedings that arise from such allegations;
- Any change to the results that occurs prior to the time that such results become final; and
- When such results become final

This information is given only to the student charged and Complainant/victim, and includes the name of the student charged, any violation found to have been committed, and any sanctions imposed on the student charged. The University may also notify any other alleged victim of the final results regardless of whether or not the charges are sustained. Compliance with this paragraph does not constitute a violation of the Family Educational Rights and Privacy Act (FERPA). For the purpose of this paragraph, the outcome of a disciplinary proceeding means only the institution's final determination with respect to the alleged sex offense and any sanction that is imposed against the accused.

CAMPUS, CIVIL, AND CRIMINAL CONSEQUENCES OF COMMITTING ACTS OF SEX DISCRIMINATION, SEXUAL HARASSMENT, AND SEXUAL VIOLENCE

Individuals alleged to have committed Sexual Violence may face criminal prosecution by law enforcement and may incur penalties as a result of civil litigation. In addition, employees and students may face discipline/sanctions at the University. Employees may face sanctions up to and including dismissal from employment, per established SCSU policies and provisions of applicable collective bargaining agreements. Students and employees charged with Sex Discrimination, Sexual Harassment or Sexual Violence will also be subject to discipline, pursuant University policies, and will be subject to appropriate sanctions.

- ***Possible sanctions for employee***s: Sanctions up to and including dismissal from employment may be imposed in accordance with current collective bargaining agreement, if applicable.

- ***Possible sanctions for students***

  - o The following possible sanctions may be imposed for violations of the student conduct code:

    - Restitution;
    - Loss of Financial Aid;
    - Educational and Remedial Sanctions;
    - Denial of Access to Campus or Persons;
    - Disciplinary Probation;
    - Suspension;
    - Expulsion;
    - Multiple Sanctions;
    - Administrative Hold and Withholding a Degree;
    - Interim Suspension: A president may impose an interim suspension where there is reasonable cause to believe that separation of a Student is necessary to protect the personal safety of persons within the University community or University Property, and to ensure the maintenance of order. Violation of any condition of interim suspension shall be grounds for expulsion.

EDUCATION OF MEMBERS OF THE CAMPUS COMMUNITY

Campus security and fire safety procedures are discussed during new student orientation. The SC State University Police (SCSU PD), the Office of Residence Life, and the Title IX Coordinator, participate in forums, town hall meetings, and programs in residence halls to address students and to explain campus security, public safety, and fire safety measures and procedures at SCSU. Members of SCSU Police Department conduct crime prevention and general security and safety awareness presentations when requested by various community groups, including students and employees of SCSU. During these presentations, the following information is typically provided: crime prevention tips; statistics on crime at SCSU; fire safety information; information regarding campus security procedures and practices, including encouraging participants to be responsible for their own security/ safety and for the security/ safety for others on campus. In addition, SCSU PD organizes and sets up crime prevention and education display tables which are staffed by an officer(s) at various locations throughout the year. This activity provides an opportunity for SCSU PD staff to hand out safety-related information, as well as to answer individual questions. New employee orientation includes the distribution of crime prevention and fire safety materials to all new employees. During the 2013-2014 academic year, SCSU PD conducted several presentations and set up and crime prevention tables at various events on campus. Programs conducted by various departments include general crime prevention and security awareness programs, such as safety education forums, programs and discussions about topics such as alcohol abuse, domestic violence, self-defense, fire safety, emergency response and evacuation procedures, sexual assault prevention, active shooter training and theft prevention.

SCSU PD provides an on campus safety escort service using patrol cars and foot patrol which are available seven days a week, 24 hours a day to students, staff, faculty, and visitors who request it by calling (803)536-7188, (non-emergency) or (803)516-4111.

SCSU PD utilizes a campus-wide computerized monitoring system to monitor a comprehensive network of intrusion, panic, and fire alarm systems through Simplex Systems. SCSU PD also has the capabilities to monitor various buildings and areas on campus through a state-of-the art surveillance camera system.

VICTIM ASSISTANCE SERVICES

If a SCSU community member becomes the victim of a crime, SCSU PD offers direct services, assistance, and referrals through the SCSU Counseling Center and or the SCSU PD's Victim Advocate. These offices provide assistance to victims/survivors of a crime by assisting them in obtaining the services they need to work through and better understand their options.

RESPONSIBILITIES OF THE CAMPUS COMMUNITY

Members of the campus community must assume responsibility for their own personal safety and the security of their personal property. The following precautions provide guidance.

- Report all suspicious activity to the SCSU Police Department immediately.
- Never take personal safety for granted.
- Try to avoid walking alone at night. Use the SCSU PD escort service.
- Limit your alcohol consumption, and leave social functions that get too loud, too crowded, or that have too many people drinking excessively. Remember to call SCSU PD or 911 for help at the first sign of trouble.
- Carry only small amounts of cash.
- Never leave valuables (wallets, purses, books, phones, etc.) unattended.
- Carry your keys at all times and do not lend them to anyone.
- Lock up bicycles and motorcycles. Lock car doors and close windows when leaving your car.
- Always lock the door to your residence hall room, whether or not you are there. Be certain that your door is locked when you go to sleep, and keep windows closed and locked when you are not at home.
- Do not leave valuables in your car, especially if they can be easily noticed.
- Engrave serial numbers or owner's recognized numbers, such as a driver's license number, on items of value.
- Inventory your personal property and insure it appropriately with personal insurance coverage.

NOTIFICATION OF MISSING STUDENTS AND PROCEDURE

According to HEA Missing Person Procedure it is required that all students who reside on university property supply a "missing person's contact". This contact will be notified only in the event that a residential student is identified as missing.

Notification procedures are as follows:

a. The institution will notify the person designated in the student's files as the "missing person contact" within 24 hours of the determination.

b. If deemed necessary the institution may notify local law enforcement authorities prior to the student's designated "missing person contact" of all situational and personal information and evidence within 24 hours of the determination.

c. If the student if under 18 or not an emancipated youth the institution will notify the custodial parent or legal guardians immediately upon the determination.

All “missing person contact” information will be stored and maintained in The Office of Residence Life.

A student may be reported missing through a variety of ways and by any member of the University faculty, staff, other students, parents or a concerned friend. Therefore it is important that reporting procedures are widely disseminated so that all members of the campus community understand who to contact if they believe a student is missing or has an unexplained absence. These procedures are campus coordinated and results will be shared with the Orangeburg Public Safety Department and the Orangeburg County Sheriff’s Office if a formal report is needed.

A person reporting the disappearance of a student should provide as much accurate information as is available, including the name and residence of the student, the reasons why the student’s absence is unusual, and the date/time of last contact with that student. The first responder from SCSU PD will immediately notify the Chief of Police, who will then notify the University President and Vice President of Student Affairs. The Office of Student Affairs will make timely notification to parents or guardians.

If the student is missing under suspicion or unusual circumstances, such as a forcible abduction, the Orangeburg City Public Safety Department and the Orangeburg County Sheriff’s Office shall immediately be notified.

The University Police Department will conduct the missing person investigation, including entering the missing person’s information into the Missing Person System in the National Crime Information Center database, coordinate with other law enforcement agencies, and notify the appropriate parent, guardian or registered contact person (if applicable) within 24 hours of determining the person is missing.

ALCOHOL, DRUGS AND WEAPONS POLICIES

SCSU complies with the Drug Free Workplace Act of 1990 and the Higher Education Act Section 120a. University police officers actively enforce laws regulating the use of alcoholic beverages and underage drinking. SCSU is committed to maintaining a safe and healthy environment for the campus community. Alcohol and other drugs should not interfere with the University’s educational mission. All SCSU students, faculty members, staff members, and administrators are subject to University policy and local, state and federal laws regarding the possession, distribution, or use of alcohol or illegal drugs.

The unlawful manufacture, distribution, dispensing, possession or use of alcohol and illegal drugs on the University campus, at any University-sponsored event off campus or in the surrounding community is prohibited. The use of alcoholic beverages must be in compliance with University policy and the law. University policy and local ordinances prohibit the possession of open alcohol containers and consumption of alcoholic beverages in public and may result in criminal

prosecution and/or University disciplinary actions. Under South Carolina law the possession, transportation, and/or consumption of alcohol is strictly limited to persons 21 years of age or older. Possession, transportation, and/or consumption of alcohol by individuals less than 21 years of age are strictly prohibited, and may result in criminal prosecution and/or University disciplinary actions. Alcoholic beverages must be in a sealed container, concealed and not in plain view when transported in the residential communities. Residents of the residential halls under the age of 21 are not permitted to host guests or residents of any age who are in possession of alcohol in their room/apartment. The University's Alcohol Abuse and Illegal Drugs policy may be accessed in the Student Handbook.

The University Police Department strictly enforces federal and state laws, as well as the University's zero-tolerance policy, for the possession, use or sale of illegal drugs. Violators are subject to University discipline, criminal prosecution and removal from the University. Students found in violation of University alcohol, drug and weapons policies may be subject to disciplinary probation, suspension or expulsion. Employees in violation of the University alcohol and drug policies may be subject to corrective action, dismissal or be required to participate fully in an approved counseling or rehabilitation program. Applicable legal sanctions under local, state and federal law for the unlawful use, possession or distribution of illicit drugs and alcohol range from probation, diversion, imprisonment in the county jail for less than one year, to imprisonment in state prison.

Driving under the influence is a serious offense. Persons suspected of driving under the influence will be booked into county jail, and their license confiscated. South Carolina law prohibits persons less than 21 years old from driving with any measurable alcohol in their system. Violators will be cited and their license confiscated. Students arrested for driving under the influence are also subject to the University judicial process.

The University recognizes that alcohol and drug dependency is an illness, and a health problem. Individual assessment, treatment and referral services are available through Counseling and Self-Development Center Services. Excessive use of alcohol and other drugs is a serious health problem in itself, but alcohol and drug abuse can also contribute to a host of other physical and mental health problems such as unwanted pregnancy, violent behavior, HIV infection and other sexually transmitted diseases and psychological depression. Alcohol diversion programs are available from The Counseling and Self-Development Center Services. Drug and alcohol abuse prevention and education workshops are available to individuals, groups and organizations through the University Police Department, the Counseling and Self-Development Center Services, and the Brooks Health Center Services.

Firearms and other dangerous weapons of any kind are not permitted on campus or in the residential communities. The use, possession, or sale of firearms or any other dangerous weapon

is strictly prohibited on campus by University policy and State law. The possession or usage of any weapons, such as, but not limited to, rifles, shotguns, ammunition, handguns, air guns, BB guns, stun guns, and other firearms; bowie knives, daggers, switchblade knives, metallic knuckles; explosives such as dangerous chemicals, on University owned or controlled property or at University sponsored or supervised activities is specifically prohibited unless authorized by the University Chief of Police and the Vice President for Student Affairs. Penalty for violating the policy may include, but will not be limited to, disciplinary expulsion.

The possession or use of items that resemble guns, knives or other weapons is prohibited. Penalty may include, but will not be limited to, disciplinary suspension.

The possession or use of firecrackers, propelled missiles, or other fireworks is prohibited. Penalty may include, but will not be limited to, disciplinary suspension for one semester and a fine.

All policies are found in the SCSU Student Handbook.

FEDERAL CAMPUS SEXUAL ASSAULT VICTIMS' BILL OF RIGHTS

In cases of sexual assault on campus:

- Survivors shall be notified of their options to notify law enforcement.
- Accuser and accused must have the same opportunity to have others present at any disciplinary proceeding.
- Both parties shall be informed of the outcome of any disciplinary proceeding.
- Survivors shall be notified of counseling services.
- Survivors shall be notified of options for changing academic, employment, transportation, financial aid, immigration, and living situations.

The Campus Sexual Assault Victims' Bill of Rights was signed into law by President George Bush in July of 1992. This law requires that all colleges and universities (both public and private) participating in federal student aid programs afford sexual assault victims certain basic rights. The "Campus Sexual Assault Victims' Bill of Rights" exists as a part of the campus security reporting requirements—commonly known as the Jeanne Clery Act from The Clery Center for Security on Campus.

On March 7, 2013, President Barack Obama signed a bill that strengthened and reauthorized the Violence Against Women Act (VAWA). Included in the VAWA legislation were amendments to the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act which afford additional rights to campus victims of sexual harassment, including sexual assault, dating or domestic violence, gender-based harassment and bullying, and stalking.

A (student or employee) victim or survivor of sexual harassment, including sexual assault, dating or domestic violence, gender-based harassment or bullying, and stalking shall be afforded the following rights:

- Victim's or survivor's option to decline to notify authorities.
- Accuser and accused are entitled to the same opportunities to have others present at any disciplinary proceeding or related meeting including an advisor of their choice.
- Both parties shall be notified simultaneously of the outcome of any disciplinary hearing, procedures to appeal, any change of results prior to final results, and final results.
- Written notification to victims or survivors about victims' or survivors' rights, options, and assistance the school is required to provide, including the institution's obligation to arrange appropriate accommodations for academic, counseling, health services, legal advocacy and assistance filing criminal reports, housing and transportation, financial aid assistance, immigration and visa assistance, help with employment concerns, and various other on-campus and off-campus needs.
- Information regarding how the institution will protect the confidentiality of victims or survivors, including how publicly available record keeping will be accomplished without the inclusion of identifying information about the victim or survivor, to the extent permitted by law.
- Written notification to students and employees about existing resources and services on campus and within the local community, including counseling, medical and mental health services, immigration and visa assistance, employment, financial aid assistance, and legal services.

FILING A COMPLAINT AGAINST THE UNIVERSITY

Students have the right to **file a complaint** against the university with the U.S. Department of Justice and/or U.S. Department of Education Office for Civil Rights.

SECURITY AWARENESS AND CRIME PREVENTION PROGRAMS

Even though the University Police Department works closely with neighboring police agencies and employs security measures to reduce and prevent crime, we believe security is everyone's responsibility. Each semester the Chief of Police sends an e-mail message to students, faculty and staff encouraging them to take responsibility for the safety and security of the campus community. It includes how to report a crime or suspicious activity, and personal safety strategies to enhance their safety. New students and employees are advised of the campus security procedures and personal safety strategies during new student/employee orientations. Information on safety and security is provided to students and employees regularly through seminars, videos, bulletins, and

crime alerts, posters, brochures and the University student newspaper. Timely notice warnings include risk reduction strategies to enhance personal safety and protect property.

As part of the Department philosophy, University Police Department along with Counseling and Self-Development Services, Residential Life Office, and the Brooks Health Services present crime prevention and emergency response workshops to faculty, staff and student groups several times each semester. Topics include personal safety awareness, rape and sexual assault awareness and prevention, active shooter response, property protection strategies, workplace violence prevention, drug and alcohol abuse, anti-drunk driving preventions, and combating underage drinking. Workshops, group presentations and written materials are provided to on-campus housing residents each semester, focusing on community responsibilities and needs within the student living environment. We encourage participation in our crime prevention programs and ask for your assistance in keeping our community safe.

Important Phone Numbers

Police Department	(803) 536-7188
Student Affairs	(803) 516-4966
Residence Life	(803) 536-7239
Counseling	(803) 536-7245
SCSU Health Center	(803) 536-7053
	(803) 536-7055
Rape Crisis Center	(803) 541-1245
Regional Medical Center	(803) 533-2200
Orangeburg Public Safety	(803) 531-4654

APPENDIX

SEX OFFENSE DEFINITIONS

As per the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program.

Sex Offenses – Forcible

Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

Forcible Rape
The carnal knowledge of a person, forcibly and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

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

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

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

Sex Offenses – Non-Forcible
Unlawful, non-forcible sexual intercourse.

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

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

Aggravated Assault: an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

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, etc.

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

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned-including joy riding).

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

Manslaughter by Negligence: The killing of another person through gross negligence.

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, violence, and/or causing the victim fear.

Larceny: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

Vandalism: To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

Weapon Law Violations: The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

Drug Abuse Violations: Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone's); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

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

Offense Definitions Relating To Hate/Bias Related Crime Statistics As Per The UCR Hate Crime Reporting Guidelines

Simple Assault: An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious serve or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, sever laceration or loss of consciousness.

Intimidation: To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

ANNUAL DISCLOSURE OF CRIME STATISTICS

The Clery Act crime statistics enclosed occurred during Jan. 1 to Dec. 31, 2017, 2018, and 2019. This report meets all reporting requirements as set forth in the Clery Act. Criminal statistics are updated by Oct. 1 of each year and include data from the three previous calendar years. It is the university's policy to ensure that crime on campus is accurately reported and analyzed for the development of new programs that will aid in crime prevention. Crime statistics for public property adjacent to the university are requested from and provided in part by other local, state and federal law enforcement agencies whose jurisdictions incorporate the immediate campus and/or non-campus properties and facilities. Statistics regarding certain law violations resulting in campus disciplinary actions are collected institutional departments and individuals designated as Campus Security Authorities.
Crime statistics are reported pursuant to the guidelines as specified in the Clery Act, as defined under the FBI Uniformed Crime Reporting procedures, and separated by the following geographical areas:

- On campus
- On-campus residence facilities
- Public property
- Non-campus properties: university-owned, leased, or controlled property located other than on the main or branch campuses

SC State will indicate in the "unfounded" category any crime that has been fully investigated by a law enforcement agency and the investigating agency has determined, based on the results of the investigation and evidence, that the crime report is false or baseless and therefore "unfounded." Hate crimes are collected in compliance with the Clery Act. A hate crime is a criminal offense committed against a person or property, which is motivated in whole or in part by the offender's bias. Hate crime includes any offense in the following group: murder and non-negligent manslaughter, sex offenses, including rape, fondling, incest, statutory rape, robbery,

aggravated assault, burglary, motor vehicle theft, arsons, larceny-theft, simple assault, intimidation, destruction/damages/vandalism of property. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, gender identity, religion, disability, sexual orientation, ethnicity, or national origin.

Crime statistics concerning this campus and others can also be found on the Department of Education website. The statistics below are being provided as part of SC State's commitment to safety and security of our campus and facilities, and to comply with the Clery Act.

CLASSIFICATION OF CRIME

In accordance to the Federal Bureau Investigations (FBI) and the Uniform Crime Reporting Guidelines. Crime data is gathered from campus reports and reports from surrounding law enforcement agencies in the following classifications: Murder/ Non-Negligent manslaughter, Negligent Manslaughter, Forcible and Non-Forcible Sex offenses and aggravated Assault. There could be more than one victim reported for each of these crime categories.'

Only one offence could be reported for the following crime category: Burglary, Robbery, vandalism, larceny and Arson. In the case of Motor vehicle Theft there could only be one case reported as a statistic. Cases reported involving Alcohol, Drugs, Illegal Weapons violation and only one arrest can be reported on the statistic report.

Disciplinary Actions are also reported in the statistic report. Students whom the Vice President of Student Affairs refer to Judicial Affairs for disciplinary action, violating campus rules and regulations or certain laws are also listed on the statistic report.

Hate crimes are reported in related categories while other reported crimes include crimes involving vandalism, intimidation, larceny, and simple assault. Hate crimes are defined as various crimes (as assault or defacement of property) when motivated by hostility to the victim as a member of a group (as one based on color, creed, gender, or sexual orientation). The law requires the statistic to be reported as a hate crime.

2020 Campus Safety and Security Survey

Screening Questions

1. Does your institution provide On-Campus Student Housing Facilities?	
○	**No.**

⊙	**Yes.** (If Yes is selected, you must enter the number of student housing facilities below and enter Fire Statistics for each facility.)		
			Last Year
	Number of On-campus Student Housing Facilities:	29	30

2. Does your institution have any noncampus buildings or properties?			
⊙	**Yes**	○	**No**

Criminal Offenses - On campus

For each of the following criminal offenses, enter the number reported to have occurred On Campus.			
	Total occurrences On campus		
Criminal offense	**2020**	2019	2018
a. Murder/Non-negligent manslaughter	**0**	0	0
b. Manslaughter by Negligence	**0**	0	0
c. Rape	**0**	1	0
d. Fondling	**0**	0	0
e. Incest	**0**	0	0
f. Statutory rape	**0**	0	0
g. Robbery	**1**	1	8
h. Aggravated assault	**0**	2	3
i. Burglary	**15**	2	17
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)	**0**	2	1
k. Arson	**0**	0	1

Criminal Offenses - On-campus Student Housing Facilities

Of those criminal offenses reported to have occurred On Campus, enter the number that occurred in On-campus Student Housing Facilities.			
	Total occurrences in On-Campus Student Housing Facilities		
Criminal offense	**2020**	2019	2018
a. Murder/Non-negligent manslaughter	**0**	0	0
b. Manslaughter by Negligence	**0**	0	0
c. Rape	**0**	1	0
d. Fondling	**0**	0	0
e. Incest	**0**	0	0
f. Statutory rape	**0**	0	0
g. Robbery	**1**	0	6
h. Aggravated assault	**0**	2	2
i. Burglary	**10**	0	16
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)	**0**	0	0
k. Arson	**0**	0	1

Criminal Offenses – Noncampus

For each of the following criminal offenses, enter the number reported to have occurred in or on Noncampus buildings or property.			
	Total occurrences in or on Noncampus buildings or property		
Criminal offense	**2020**	2019	2018
a. Murder/Non-negligent manslaughter	**0**	0	0
b. Manslaughter by Negligence	**0**	0	0
c. Rape	**0**	0	0
d. Fondling	**0**	0	0
e. Incest	**0**	0	0
f. Statutory rape	**0**	0	0
g. Robbery	**0**	0	0
h. Aggravated assault	**0**	0	0
i. Burglary	**0**	0	0
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)	**0**	0	0
k. Arson	**0**	0	0

Criminal Offenses - Public Property

For each of the following criminal offenses, enter the number reported to have occurred on Public Property.			
	Total occurrences on Public Property		
Criminal offense	**202**	2019	2018
a. Murder/Non-negligent manslaughter	**0**	0	0
b. Manslaughter by Negligence	**0**	0	0
c. Rape	**0**	0	0
d. Fondling	**0**	0	0
e. Incest	**0**	0	0
f. Statutory rape	**0**	0	0
g. Robbery	**0**	0	0
h. Aggravated assault	**0**	0	0
i. Burglary	**0**	0	0
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)	**0**	0	0
k. Arson	**0**	0	0

Hate Crimes - On campus

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred On campus. Then break down each total by category of bias (e.g., race, religion).

Criminal offense	Occurrences of Hate crimes								
	2018 Total	Category of Bias for crimes reported in 2018							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0	0
f. Statutory rape	0	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0	0
h. Aggravated assault	0	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0	0
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)	0	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0	0
l. Simple assault	0	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0	0
o. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0	0	0

Criminal offense	**Occurrences of Hate crimes**								
	2019 Total	**Category of Bias for crimes reported in 2019**							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0	0

f. Statutory rape	0	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0	0
h. Aggravated assault	0	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0	0
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)	0	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0	0
l. Simple assault	0	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0	0
o. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0	0	0

	Occurrences of Hate crimes								
Criminal offense	**2020 Total**	**Category of Bias for crimes reported in 2020**							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0	0
f. Statutory rape	0	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0	0
h. Aggravated assault	0	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0	0
j. Motor vehicle theft	0	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0	0
l. Simple assault	0	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0	0
o. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0	0	0

Hate Crimes - On-campus Student Housing Facilities

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred in On-Campus Student Housing Facilities. Then break down each total by category of bias (e.g., race, religion).

	Occurrences of Hate crimes								
Criminal offense	2018 Total	Category of Bias for crimes reported in 2018							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National origin
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0	0
f. Statutory rape	0	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0	0
h. Aggravated assault	0	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0	0
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)	0	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0	0
l. Simple assault	0	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0	0
o. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0	0	0

	Occurrences of Hate crimes								
Criminal offense	2019 Total	Category of Bias for crimes reported in 2019							
		Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National origin
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0	0

f. Statutory rape	0	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0	0
h. Aggravated assault	0	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0	0
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)	0	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0	0
l. Simple assault	0	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0	0
o. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0	0	0

	Occurrences of Hate crimes								
Criminal offense	**2020 Total**	**Category of Bias for crimes reported in 2020**							
		Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National origin
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0	0
f. Statutory rape	0	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0	0
h. Aggravated assault	0	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0	0
j. Motor vehicle theft	0	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0	0
l. Simple assault	0	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0	0
o. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0	0	0

Hate Crimes – Noncampus

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred in or on Noncampus buildings or property. Then break down each total by category of bias (e.g., race, religion).									
	Occurrences of Hate crimes								
Criminal offense	**2018 Total**	**Category of Bias for crimes reported in 2018**							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National origin
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0	0
f. Statutory rape	0	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0	0
h. Aggravated assault	0	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0	0
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)	0	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0	0
l. Simple assault	0	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0	0
o. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0	0	0

	Occurrences of Hate crimes								
Criminal offense	**2019 Total**	**Category of Bias for crimes reported in 2019**							
		Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National origin
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0	0
f. Statutory rape	0	0	0	0	0	0	0	0	0

g. Robbery	0	0	0	0	0	0	0	0	0
h. Aggravated assault	0	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0	0
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)	0	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0	0
l. Simple assault	0	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0	0
o. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0	0	0

	Occurrences of Hate crimes								
Criminal offense	**2020 Total**	**Category of Bias for crimes reported in 2020**							
		Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National origin
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0	0
f. Statutory rape	0	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0	0
h. Aggravated assault	0	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0	0
j. Motor vehicle theft	0	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0	0
l. Simple assault	0	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0	0
o. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0	0	0

Hate Crimes - Public Property

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred on Public Property. Then break down each total by category of bias (e.g., race, religion).

Criminal offense	Occurrences of Hate crimes								
	2018 Total	**Category of Bias for crimes reported in 2018**							
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National origin
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0	0
f. Statutory rape	0	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0	0
h. Aggravated assault	0	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0	0
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)	0	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0	0
l. Simple assault	0	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0	0
o. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0	0	0

Criminal offense	Occurrences of Hate crimes								
	2019 Total	**Category of Bias for crimes reported in 2019**							
		Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National origin
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0	0

f. Statutory rape	0	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0	0
h. Aggravated assault	0	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0	0
j. Motor vehicle theft (Do not include theft *from* a motor vehicle)	0	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0	0
l. Simple assault	0	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0	0
o. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0	0	0

	Occurrences of Hate crimes								
Criminal offense	**2020 Total**	**Category of Bias for crimes reported in 2020**							
		Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National origin
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0	0
f. Statutory rape	0	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0	0
h. Aggravated assault	0	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0	0
j. Motor vehicle theft	0	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0	0
l. Simple assault	0	0	0	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0	0
o. Destruction/damage/ vandalism of property	0	0	0	0	0	0	0	0	0

VAWA Offenses - On Campus

For each of the following crimes, enter the number reported to have occurred On Campus.			
	Total occurrences On Campus		
Crime	**2020**	2019	2018
a. Domestic violence	**2**	0	0
b. Dating violence	**2**	2	0
c. Stalking	**0**	0	0

VAWA Offenses - On-campus Student Housing Facilities

For each of the following crimes, enter the number reported to have occurred in On-campus Student Housing Facilities.			
	Total occurrences in On-campus Student Housing Facilities		
Crime	**2020**	2019	2018
a. Domestic violence	**1**	0	0
b. Dating violence	**2**	2	0
c. Stalking	**0**	0	0

VAWA Offenses – Noncampus

For each of the following crimes, enter the number reported to have occurred in or on Noncampus buildings or property.			
	Total occurrences in or on Noncampus buildings or property		
Crime	**2020**	2019	2018
a. Domestic violence	**1**	1	0
b. Dating violence	**0**	0	0
c. Stalking	**0**	0	0

VAWA Offenses - Public Property

For each of the following crimes, enter the number reported to have occurred on Public Property.			
	Total occurrences on Public Property		
Crime	**2020**	2019	2018
a. Domestic violence	**0**	0	0
b. Dating violence	**0**	0	0
c. Stalking	**0**	0	0

Arrests - On campus

Enter the number of Arrests for each of the following crimes that occurred On Campus.			
Do NOT include drunkenness or driving under the influence in Liquor law violations.			
	Number of Arrests		
Crime	**2020**	2019	2018
a. Weapons: carrying, possessing, etc.	**2**	5	9
b. Drug abuse violations	**1**	19	10
c. Liquor law violations	**0**	0	0

Arrests - On-campus Student Housing Facilities

Of those Arrests for crimes that occurred On Campus, enter the number of crimes that occurred in On-campus Student Housing Facilities for each of the following categories.			
Do NOT include drunkenness or driving under the influence in Liquor law violations.			
	Number of Arrests		
Crime	**2020**	2019	2018
a. Weapons: carrying, possessing, etc.	**2**	5	5
b. Drug abuse violations	**1**	11	7
c. Liquor law violations	**0**	0	0

Arrests – Noncampus

Enter the number of Arrests for each of the following crimes that occurred in or on Noncampus buildings or property.			
Do NOT include drunkenness or driving under the influence in Liquor law violations.			
	Number of Arrests		
Crime	**2020**	2019	2018
a. Weapons: carrying, possessing, etc.	**0**	0	0
b. Drug abuse violations	**0**	0	0
c. Liquor law violations	**0**	0	0

Arrests - Public Property

Enter the number of Arrests for each of the following crimes that occurred on Public Property.			
Do NOT include drunkenness or driving under the influence in Liquor law violations.			
	Number of Arrests		
Crime	**2020**	2019	2018
a. Weapons: carrying, possessing, etc.	**0**	0	0
b. Drug abuse violations	**0**	0	0
c. Liquor law violations	**0**	0	0

Disciplinary Actions - On Campus

Enter the number of persons referred for disciplinary action for crimes that occurred On Campus for each of the following categories. Do not include disciplinary actions that were strictly for school policy violations. If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.			
Do NOT include drunkenness or driving under the influence in Liquor law violations.			
	Number of persons referred for Disciplinary Action		
Crime	**2020**	2019	2018
a. Weapons: carrying, possessing, etc.	**2**	16	14
b. Drug abuse violations	**4**	88	122
c. Liquor law violations	**0**	6	18

Disciplinary Actions - On-campus Student Housing Facilities

Enter the number of persons referred for disciplinary action for crimes that occurred in On-campus Student Housing Facilities for each of the following categories. Do not include disciplinary actions that were strictly for school policy violations. If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.			
Do NOT include drunkenness or driving under the influence in Liquor law violations.			
	Number of persons referred for Disciplinary Action		
Crime	**2020**	2019	2018
a. Weapons: carrying, possessing, etc.	**2**	16	8
b. Drug abuse violations	**4**	88	115
c. Liquor law violations	**0**	6	17

Disciplinary Actions – Noncampus

Enter the number of persons referred for disciplinary action for crimes that occurred in or on Noncampus buildings or property for each of the following categories. Do not include disciplinary actions that were strictly for school policy violations. If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.			
Do NOT include drunkenness or driving under the influence in Liquor law violations.			
	Number of persons referred for Disciplinary Action		
Crime	**2020**	2019	2018
a. Weapons: carrying, possessing, etc.	**0**	0	0
b. Drug abuse violations	**0**	0	0
c. Liquor law violations	**0**	0	0

Disciplinary Actions - Public Property

Enter the number of persons referred for disciplinary action for crimes that occurred on Public Property for each of the following categories. Do not include disciplinary actions that were strictly for school policy violations. If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.			
Do NOT include drunkenness or driving under the influence in Liquor law violations.			
	Number of persons referred for Disciplinary Action		
Crime	**2020**	2019	2018
a. Weapons: carrying, possessing, etc.	**0**	0	0
b. Drug abuse violations	**0**	0	0
c. Liquor law violations	**0**	0	0

Unfounded Crimes

Of those crimes that occurred On Campus, in On-campus Student Housing Facilities, on or in Noncampus property or buildings, and on Public Property, enter the number of crimes that were unfounded.
The total number of unfounded crimes should include all criminal offenses, hate crimes, domestic violence, dating violence, or stalking incidents that have been unfounded. Arrests and disciplinary actions cannot be unfounded.

If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is "unfounded". Only sworn or commissioned law enforcement personnel may unfound a crime.

Count unfounded crimes in the year in which they were originally reported.

	Number		
	2020	2019	2018
a. Total unfounded crimes	**0**	0	1

ANNUAL FIRE SAFETY REPORT

The University Police Department and the Clery Compliance Coordinator's Office publish the annual Fire Safety Report for the SCSU residential community. The report includes:

- A description of each on-campus student housing facility;
- The number of fire drills conducted during the reporting year;
- Campus policies or rules on portable electronic appliances, smoking, and open flames in a student housing facility;
- Campus procedures for evacuating student housing in the event of a fire;
- The policies regarding fire safety education and training programs provided to the student and employees (including the procedures that students and employees should follow in the case of a fire);
- The titles of each person or organization to whom students and employees should report that a fire occurred; and
- Plans for future improvements in fire safety, if any.

A copy of the annual Fire Safety Report can be obtained from The University Police Department and the Clery Compliance Coordinator's Office in Crawford/Zimmerman Building, or in person at their office located at University Police Department Headquarters located at 828 Goff Avenue, Orangeburg, South Carolina 29115 on the main campus or by calling (803)536-7188

IF A FIRE OCCURS IN A SCSU BUILDING:

Community members should immediately notify University Police at (803)536-7188, (non-emergency) or (803)516-4111. SC State University Police will initiate a response and the department will make contact with the Orangeburg City Public Safety (Fire Department) and will summon them immediately. If a member of the SC State community finds evidence of a fire that has been extinguished, and the person is not sure whether University Police have already responded, the community member should immediately notify SC State University Police to investigate and document the incident. For example, if a housekeeper finds evidence of a fire in a trash can in the hallway of a residence hall, he/she should not touch the trashcan and should report the incident to SC State University Police immediately and wait for an officer's response. The officer will document the incident prior to removing the trashcan. Fire alarms alert community members of potential hazards and community members are required to heed their warning and evacuate buildings immediately upon hearing a fire alarm in a facility. Use the nearest stairwell and/or exit to leave the building immediately. Do not use the elevator. Community members should familiarize themselves with the exits in each building. The Fire Marshall can levy fines and penalties to individuals who fail to evacuate a building promptly – but a more important reason for evacuating is for safety! When a fire alarm is activated, the elevators in most buildings will stop automatically.

Occupants should use the stairs to evacuate the building. If you are caught in the elevator, push the emergency phone button. The emergency phones in elevators on campus typically ring to the SC State University Police dispatcher or to a security desk. After a false alarm in a residential facility, an email message is distributed to building residents, typically the next business day, informing them of the cause of the activation and the reason for the evacuation. The purpose of

providing follow-up information is to use those instances as a teaching moment to point out the reason for the alarm activation, the evacuation routes, and instructions and guidelines for evacuations.

SC State University Police Department publishes this fire safety report as part of its annual Clery Act Compliance document, via this brochure, which contains information with respect to the fire safety practices and standards for SC State University. This report includes statistics concerning the number of fires, the cause of each fire, the number of injuries and deaths related to a fire, and the value of the property damage caused by a fire.

FIRE PROTECTION EQUIPMENT/SYSTEMS

A majority of SCSU buildings are equipped with automatic fire detection and alarm systems that are constantly monitored by BVS Systems, the Orangeburg City Public Safety Department, and the SC State University Police Department.

PROCEDURES FOR STUDENTS/EMPLOYEES IN THE EVENT OF A FIRE

- Pull the fire alarm.
- Call (803)536-7188, (non-emergency) or (803)516-4111
- Feel doors - do not open a warm door.
- If possible, evacuate immediately.
- Move quickly to the nearest outside exit and proceed to the evacuation assembly point.
- If smoke is present, stay low to the floor.
- If you are trapped, use the red placard to attract attention by sliding it under the door.

Do Not:

- Use elevators
- Move toward smoke or obvious fire.
- Attempt to fight the fire unless you are properly trained and can do so safely.

EVACUATION OF PERSONS WITH DISABILITIES

- Individuals with mobility impairments who may be on an upper floor should be directed to a stairwell exit closest to an elevator to wait for emergency personnel.
- SC State University employees are not required to lift or carry a person with mobility impairment.

PLANS FOR FUTURE IMPROVEMENTS

SC State University continues to assess and upgrade fire safety equipment as an ongoing process to ensure that all equipment meets National Fire Safety standards. Future improvements will be made as needed as part of the ongoing assessment process.

HEALTH AND SAFETY INSPECTIONS

The Office of Residence Life performs residence hall Health and Safety (H&S)
Inspections several times throughout the fall, spring, and summer semesters. The H&S inspections are primarily designed to find and eliminate safety violations. Students are required to read and comply with the Student Handbook which includes the H&S inspections and all other rules and regulations for residential buildings. The inspections include, but are not limited to, a visual examination of electrical cords, sprinkler heads, smoke detectors, fire extinguishers and other life safety systems.

In addition, each room will be examined for the presence of prohibited items (e.g., sources of open flames, such as candles; non-surge protected extension cords; halogen lamps; portable cooking appliances in non-kitchen areas; etc.) or prohibited activity (e.g., smoking in the room; tampering with life safety equipment; possession of pets; etc.). This inspection will also include a general assessment of food and waste storage and cleanliness of the room. Prohibited items will be immediately disabled with a locking device or confiscated and donated/ discarded if found, without reimbursement. The following is a list of prohibited items and are considered a violation of University policy.

- Candles
- Non-surge protected extension cords
- Halogen lamps
- Incense
- Lanterns/Oil lamps
- Flammable liquids
- Burners and other objects with an open flame in non- kitchen areas
- Hot plates, rice cookers, crock pots, waffle irons, and popcorn poppers in non-kitchen areas
- Toasters/Toaster ovens in non-kitchen areas
- Sandwich makers/grills in non-kitchen areas
- Microwaves or refrigerators that are not provided by SC State University
- Space heaters
- Live holiday decorations (holiday trees, garlands, etc.)
- Fireworks and explosives

FIRE SAFETY TIPS

Buildings are equipped with a variety of features that are designed to detect, stop and/or suppress the spread of a fire.

A door can be the first line of defense against the spread of smoke or fire from one area to another. Some doors, such as fire doors in corridors or stairwells of residence halls, are designed to stand up to fire longer than those of an individual room. It is important that these doors are CLOSED for them to work. Additionally, if a door has a device that automatically closes the door, it should NOT be propped open.

Sprinklers are 98% effective in preventing the spread of fire when operating properly.

DO NOT obstruct the sprinkler heads with materials like clothing hanging from the piping.

Smoke detectors cannot do their job if they are disabled or covered by the occupant, which is a violation of SC State University Policy.

Almost three-fourths of all fires that are caused by smoking material are the result of a cigarette being abandoned or disposed of carelessly. Smoking is NOT PERMITTED in or around any SCSU building.

A daily fire log is available for review at
the University Police Department building, from 9 a.m. – 5 p.m. Monday through Friday, excluding holidays. The information in the fire log typically includes information about fires that occur in residential facilities, including the nature, date, time, and general location.

This report contains information related to fire safety in campus housing at South Carolina State University (SCSU), in accordance with the requirements of the Higher Education Opportunity Act of 2008. This report is created annually and published by the Fire Safety Division, relying on information provided by collaborative partners, including but not limited to, the SCSU Police Department, SCSU Housing and the City of Orangeburg public Safety.

The SCSU Police Department maintains the incident reporting log pertaining to campus incidents and responses. It is available at the Campus Police Department's Headquarters 24 hours a day, 7 days a week. For an up-to-date incident response report please contact the SCSU Police Department.

This report is based upon information for the period of January 1 through December 31, 2013

FIRE SAFETY SYSTEMS – RESIDENCE HALLS AND SUPPORT FACILITIES

Battiste Hall

The Battiste Hall complex is a residence hall facility, comprised of one building having six floors. The rooms are connected by an open covered breezeway. The fire systems consist of a fire alarm, a sprinkler system, fire extinguishers and stand pipes. The fire alarm system is activated by smoke detectors located in common areas and pull stations throughout the building. The individual room smoke detectors are a standalone type only notifying the room occupants. The fire sprinkler system is located throughout the building on all floors and the standpipe connections are located near each stairwell on all floors. Currently the fire alarm and sprinkler systems are monitored by a third party monitoring company that reports alarms to the City of Orangeburg Public Safety and the Campus Police Department.

Earle Hall

The Earle hall complex is a residential hall facility, comprised of one building having three floors. The fire systems consist of a fire alarm, fire extinguishers and a sprinkler system. The fire alarm system is activated by pull stations and smoke detectors located in the common areas and standalone smoke detectors are located in the living quarters. The sprinkler system and fire extinguishers are located throughout the building. Currently the fire alarm and sprinkler systems are monitored by a third party monitoring company that reports alarms to the City of Orangeburg Public Safety and the Campus Police Department. This facility is currently off-line.

Hugine Suites

The Hugine Suites complex is a residence hall complex, comprised of fourteen buildings; addressed A-J with the A buildings labeled A-1, A-2 and A-3. All these buildings are three levels with a common open breezeway. The only exception to this is the A buildings which holds some office and leisure areas on the first floors but has an enclosed entrance area. In all buildings the fire systems consist of a fire alarm, a sprinkler system and fire extinguishers. The fire alarm system is activated by smoke detectors and pull stations throughout the building. The sprinkler system is located in all rooms and common areas. The exterior areas have a dry system. Currently the fire alarm and sprinkler systems are monitored by a third-party monitoring company that reports alarms to the City of Orangeburg Public Safety and the Campus Police Department. The fire extinguishers are located in the common areas of each floor.

Mitchell Hall

The Mitchell Hall complex is a residence hall facility, comprised of one building having three floors. The fire systems consist of a fire alarm and fire extinguishers. The fire alarm is activated by pull stations and smoke detectors located in the common areas of the building and standalone style smoke detectors are located in the rooms. The fire extinguishers are located throughout the building. The fire alarm is monitored by a third party monitoring company that reports alarms to the City of Orangeburg Public Safety and the Campus Police Department.

Truth Hall

The Truth Hall complex is a residence hall facility, comprised of one building having fourteen floors and a basement area. The fire systems consist of a fire alarm, suppression sprinklers, standpipe connections and fire extinguishers. The fire alarm system consists of pull stations and smoke detectors located in the common areas and standalone smoke detectors located in the living quarters. The sprinkler system is located throughout the building and two stand pipe connections are located on each floor opposite the stairwell entrance walls. The fire extinguishers are located throughout the building. Currently the fire alarm and sprinkler systems are monitored by a third

party monitoring company that reports alarms to the City of Orangeburg Public Safety and the Campus Police Department. This facility is currently off-line.

Williams Hall

The Williams Hall complex is a residence hall facility, comprised of one building having three floors. The fire systems consist of a fire alarm and fire extinguishers. The fire alarm system is activated by smoke detectors and pull stations throughout the building. Fire extinguishers are placed throughout the building.

Brooks Health Center

The Brooks Health Center complex is a medical support facility, comprised of one building having a single floor. The fire systems consist of smoke detectors and fire extinguishers. The smoke detectors are the standalone style and located throughout the building. The fire extinguishers are located throughout the building.

Kirkland Student Center

The Kirkland Student Center is an assembly and recreational hall, comprised of one building having a single floor. The fire systems consist of standalone smoke detectors, kitchen hood suppression and fire extinguishers. The smoke detectors and fire extinguishers are located throughout the building. The kitchen hood suppression system is located in the restaurant kitchen area. The smoke detectors and hood suppression is a local system.

Washington Dining Hall

The Washington Dining Hall complex is a dining facility, comprised of one building having a single floor. The fire systems consist of a fire alarm, a sprinkler system, kitchen hood suppression and fire extinguishers. The fire alarm is activated by smoke detectors and pull stations located throughout the building. The hood suppression systems are located in the rear of the kitchen area. The sprinkler system and fire extinguishers are located throughout the building. Currently the fire alarm and sprinkler systems are monitored by a third party monitoring company that reports alarms to the City of Orangeburg Public Safety and the Campus Police Department.

FIRE SAFETY & EVACUATION PROCEDURES FOR HOUSING

The "**Fire Safety Manual**", which is available on the SCSU Fire Safety webpage, discusses the DO's and Don'ts of fire safety. The "Bulldog guide to Living", which is available through the Housing Office, also discusses safety measures and the fines associated with tampering with Life Safety equipment.

Fire

1. Do not panic and remain calm.

2. Remove persons in immediate danger of the fire. If not already closed, close the door to the room affected.

3. If the room is smoky, get on your hands and knees (or stomach) and crawl to the door.

4. Feel door knob, if it is hot do not open door, if it is cool then open the door slowly.

5. If the hallway is smoky, stay next to the wall and count the doors as you crawl to the exit.

6. Activate the nearest fire alarm pull station and call the Fire Department at 911. Give the location and kind of fire.

7. Calmly notify other occupants in the area.

8. Do not prop open doors to the exit stairways.

9. If possible, attempt to extinguish the fire with the fire extinguisher provided in your area.

10. Once out of the building, do not return to the building for any reason. All students and faculty should meet at a predetermined location.

Never use the elevator in the event of a fire, fire alarm, or any type of emergency situation. The power may fail and the occupants can become trapped inside.

FIRE DRILLS

Fire drills in residence halls are conducted twice a semester per building. The first drill is conducted before 9PM during the week typically when the majority of the students are in a residence hall. This drill is also conducted within the first two weeks of the start of the semester. This drill is conducted unannounced by the Fire Marshal at random. Once the alarm is activated the event is timed. Once a time limit is reached or individuals stop exiting a building the building and rooms are then checked to make sure everyone has exited the building. If no one is found inside the building a brief discussion on fire safety and evacuation procedures is conducted with the members that exited. If an individual is found inside a building during an active alarm, their name and room number is documented. The individuals that did not exit are then counseled on the need to exit and fined $200.00 towards their housing account. The second drill is conducted afterhours at random during the semester following the same guidelines.

PERSONS RESPONSIBLE TO RECEIVE/REPORT OCCURRENCES

Students, staff, faculty and guest on campus that receives information of a fire occurrence, shall immediately report that information to the University Police Department. In the event that the fire is occurring now, 911 should be called immediately to make a report.

FIRE SAFETY EDUCATION & TRAINING PROGRAMS

Housing and the Fire Safety Division conduct annual training to include fire extinguisher usage, evacuation procedures, fire drills, emergency management and basic first response.

Fires – Summary

Summary of Fires									
	2020			2019			2018		
Name of Facility	Fires	Injuries	Deaths	Fires	Injuries	Deaths	Fires	Injuries	Deaths
Earle Hall									
Williams Hall	0	0	0	1	0	0	0	0	0
Truth Hall				0	0	0	0	0	0
Battiste Hall	0	0	0	0	0	0	0	0	0
Mitchell Hall	0	0	0	0	0	0	0	0	0
Queens Village A									
Queens Village B									
Queens Village C									
Queens Village D									
Queens Village E									
Queens Village F									
Queens Village G									
May I Hall									
Mays II Hall				0	0	0	0	0	0
Hugine Suites A1 Bldg.	0	0	0	0	0	0	0	0	0
Hugine Suites B Bldg.	0	0	0	0	0	0	0	0	0
Hugine Suites C Bldg.	0	0	0	0	0	0	0	0	0
Hugine Suites D Bldg.	0	0	0	0	0	0	1	0	0
Hugine Suites E Bldg.	0	0	0	0	0	0	0	0	0
Hugine Suites F Bldg.	0	0	0	0	0	0	0	0	0
Hugine Suites G Bldg.	0	0	0	0	0	0	1	0	0
Hugine Suites H Bldg.	0	0	0	0	0	0	0	0	0
Hugine Suites I Bldg.	0	0	0	0	0	0	0	0	0

Hugine Suites J Bldg.	0	0	0	0	0	0	0	0	0
Hugine Suites K Bldg.	0	0	0	0	0	0	0	0	0
Hugine Suites L Bldg.	0	0	0	0	0	0	0	0	0
Hugine Suites A2 Bldg.	0	0	0	0	0	0	0	0	0
University Village 100 Bldg.	0	0	0	0	0	0	1	0	0
University Village 200 Bldg.	0	0	0	0	0	0	0	0	0
University Village 300 Bldg.	0	0	0	0	0	0	0	0	0
University Village 400 Bldg.	0	0	0	0	0	0	0	0	0
University Village 500 Bldg.	0	0	0	0	0	0	0	0	0
University Village 600 Bldg.	0	0	0	0	0	0	0	0	0
University Village 700 Bldg.	0	0	0	0	0	0	0	0	0
University Village 800 Bldg.	0	0	0	0	0	0	0	0	0
University Village 900 Bldg.	0	0	0	0	0	0	0	0	0
Hugine Suites Pump Fire Pump Room (Building)	0	0	0	0	0	0	0	0	0
Nix Hall							0	0	0
Rowe Hall							0	0	0
Total	**0**	**0**	**0**	**1**	**0**	**0**	**3**	**0**	**0**

2021
South Carolina State University

Division of Student Affairs

P. O. Box 7516
Orangeburg, SC 29117

803/536-7188
www.scsu.edu/CampusPolice