

# Warren Wilson College



**Annual Security  
And  
Fire Safety Report  
2017**

# Warren Wilson College

## *Vision Statement*

Warren Wilson College will lead the nation toward a new model for liberal arts education through the innovation of its Triad educational program, the quality of its academic engagement, the fulfillment of its sustainability principles, the depth of its commitment to diversity, the vitality of its community, and its nurturing of individual well-being.

### **Introduction**

The Warren Wilson College combined Annual Security Report and Fire Safety Report can be viewed on the Warren Wilson website. This combined report contains information regarding campus security and personal safety, including topics such as crime prevention, fire safety, campus safety authority, crime reporting policies, disciplinary procedures, and other matters of importance related to security and safety on campus. This report also contains information about crime statistics for the three previous calendar years concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned or controlled by Warren Wilson College, and on public property within or immediately adjacent to and accessible from the campus.

## **A Message from the Vice President for Student Life**

As our mission statement describes, Warren Wilson College is a community. In practical terms, “community” means that we depend on everyone’s consistent use of good judgment and concern for the rights of others. Community requires us to act with honesty, civility, empathy, and integrity. Some actions infringe on the rights of others or directly undermine the kind of community Warren Wilson College strives to be and those behaviors are prohibited by our College policies. All members of our community are expected to follow local, state, and federal laws.

Our community demands that we each take responsibility for our own behavior and the behavior of those around us. If someone does something that you believe is wrong or inappropriate, we suggest that you talk to them about it if possible. Explain how such behavior affects you and others and suggest alternatives. If that is not effective and/or the behaviors create a dangerous, threatening or uncomfortable environment for you, the student involved or others, then report the behavior to an RA, CL, or AC, the Vice President, Public Safety, or other employees so that an intervention can take place.

### **Preparing the Annual Security Report**

The Residence Life and Public Safety departments prepare this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. Assistant Director of Public Safety Michael Crosa and Area Coordinator – Conduct Coordinator Robert Alicea, jointly reviewed the disciplinary action files as well as the public safety reports for 2015. Additionally, the Director for the Gender and Relationships Center coordinator, Mariel Epstein, reviewed her center’s reports for reportable sex crimes and offenses relating to gender. This report was also prepared in cooperation with local law enforcement jurisdictions that provided updated information in regards to reportable crime statistics from the surrounding areas of campus.

**Emergency Response – Timely Warning – Evacuation Procedures** Timely warnings, or alerts, are provided to the community whenever a situation presents a serious or continuing threat to students or employees. The intent of a timely warning is to provide information that enables individuals to better protect themselves.

Warren Wilson College will immediately notify the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus unless issuing a notification will in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond or otherwise mitigate the emergency. This notification will take place via emergency text alert, all campus email, and emergency voice alert over loud speakers placed around campus. These systems are tested each semester and will generally be unannounced. The campus community can enroll to receive campus text alerts here: [https://my.warren-wilson.edu/ICS/Emergency\\_Resources.jnz](https://my.warren-wilson.edu/ICS/Emergency_Resources.jnz).

Members of the Warren Wilson College Emergency Response Team will initiate the systems informing the community of the emergency and if any actions are to be taken. Posted throughout campus, the College’s emergency procedures flipcharts also contain specific directions regarding emergency procedures and basic evacuation procedures. Building evacuation procedures and routes are posted in all campus buildings. In the event of an evacuation, faculty, staff, crew supervisors, and staff supervisors will account of all persons present and notify emergency personnel of any persons missing.

All members of the Emergency Response Team have been trained and certified in Federal Emergency Management Agency Incident Command System protocols in campus emergency response procedures. Our campus emergency responders coordinate with local emergency response personnel including the Swannanoa Fire Department and Buncombe County Sheriff’s Office.

Warren Wilson College will also alert the campus community regarding Clery Act crime that is reported to Public Safety when it is determined that the crime represents a serious or continuing threat to students and employees. Public Safety and the Vice President for Student Life offices will collaborate on distributing campus alerts. The members of the Emergency Response Team have also been trained in issuing the emergency alerts.

### **Reporting Criminal Actions or Other Emergencies**

All members of the Warren Wilson College community, including visitors, are encouraged to report campus crimes, serious incidents, and other emergencies immediately by dialing Public Safety at (828) 230-4592 from any telephone or by activating any of the emergency blue light phones on campus. Regardless of how and where you decide to report these incidents, it is critical for the safety of the entire campus community that you immediately report all incidents to the Public Safety to ensure effective investigation and appropriate follow-up actions, including issuing a timely warning or emergency notification.

### **Daily Crime Log**

The Public Safety Department also maintains a daily crime log, which is contained within the interdepartmental reporting system, Advocate. Copies of reported incidents to the Warren Wilson College Public Safety Department can be obtained upon request.

### **Voluntary, Confidential Reporting**

If you are the victim of a crime and do not want to pursue action within the administrative system or the criminal justice system, you may still want to consider making a confidential report. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the College can keep accurate records of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

### **Staff Who Take Reports of Criminal Offenses**

The below listed staff members are responsible for receiving reports of criminal offenses described in the law for the purpose of making timely warning reports and the annual statistical disclosure.

Paul C. Perrine – Vice President for Student Life  
Joyce Milling – Associate Dean and Director of Residence Life  
Michael Crosa – Assistant Director of Public Safety  
Erika Orman – Area Coordinator  
Nathalie Burford – Area Coordinator  
Jacob Ewing – Area Coordinator  
Robert Alicea – Area Coordinator  
Justin Gildner – Director of Public Safety  
Patrick Brandt – Public Safety  
Terry Duckworth – Public Safety Officer  
Dustin Orr – Public Safety Officer  
Robert Reed – Public Safety Officer  
Tory Lindsey- Public Safety Officer  
Darrius Davidson – Public Safety Officer

### **Campus Security Authorities**

Although we encourage the reporting of campus criminal activity directly to Warren Wilson College Department of Public Safety, in some instances members of the campus community may notify one of the designated campus security authorities about a crime. Crime statistics are gathered from Warren Wilson College Campus Security Authorities using a crime incident report form. When a crime is reported to Campus Security Authorities, the crime incident report is completed and sent immediately to the Vice President for Student Life or designee.

A Campus Security Authority (CSA) is defined as “An official of an institution who has significant responsibility for student and campus activities, including but not limited to, student housing, student discipline, and campus judicial procedures.” Individuals may be designated as CSAs if their official job responsibilities involve significant interaction with student and/or campus activities; serve as formal or unofficial mentors to students; serve as a member in an office or of a committee to whom students are instructed or informed to report or discuss crimes, allegations of crimes and other troubling situations; or have oversight for disciplinary procedures.

At Warren Wilson College Security Authorities include, but are not limited to, Public Safety; Resident Assistants; Resident Directors and Area Coordinators; Student Health Center Staff; Athletic Director, Athletic Coaches, Athletic Assistant Coaches, Athletic Trainers and staff members; Office of Residence Life staff; Faculty and Staff, Club and Organization Advisors; Vice President for Student Life; Community Service Student Assistants; Student Activity Directors; Student Gymnasium Center Staff; Title IX Coordinator and Deputy Coordinators; and Study Abroad Coordinators.

The following officials are exempt from reporting when they are acting as pastoral or professional counsels. For this purpose:

The Chaplain and Director of Spiritual Life is a person who is associated with a religious order or denomination, is recognized by the religious order or denomination as someone who provides confidential counseling, and is functioning within the scope of that recognition as a pastoral counselor.

A Professional Counselor is a person whose official responsibilities including providing mental health counseling to members of the institution’s community and who is functioning within the scope of his or her license or certification. Other persons who have significant responsibility for campus and student activities and counsel or advise students and employees are not exempt from reporting.

#### **Counselors and Confidential Crime Reporting**

Warren Wilson Pastoral and Professional Counselors, when acting as such, are not required to report crimes. They are encouraged, if and when they deem appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis to Public Safety or local law enforcement.

The following staff members can receive voluntary, confidential reports of crimes for inclusion in the Annual Security Report.

Brain Ammons – Campus Chaplin  
Art Shuster – Director of the Counseling Center  
Jil Meadows – Counselor

#### **Security of and Access to Campus Facilities**

Each building and office on campus is secured with a lockable door. The keys to those locks are kept in the locksmith office on campus and distributed through the locksmith crew when needed. The locks are rekeyed promptly when a key is lost. The locksmith crew maintains records of each key and who it has been signed out to. Their policy is written on each key sign out page and reads:

*“By signing below, you are taking full responsibility for all of the keys listed on this record and are agreeing to the conditions contained herein. These keys are to remain in your possession only as long as they are still have necessary use to you and are to be returned to the Locksmith crew otherwise. Additionally, if you leave your position at the College, keys are to be returned promptly and directly to the Locksmith crew. Keys signed out to you are NOT to be transferred to other staff, faculty, volunteers, or students. You are required to report any lost or stolen keys to the Locksmith crew and must return any of the keys on this record if asked to do so by the Locksmith crew. If you lose any*

*of the keys you are responsible for there is a fine of \$50 per every door affected and \$5 for every key that we must replace.”*

This policy also applies to contractors who come to campus to assist in the maintenance of campus facilities.

### **Security of and Access to Residence Halls**

The main doors to all residence halls are controlled by proximity locks and require a student or faculty ID to access them. The IDs are printed and distributed by College Press. The College Press has to wait until the campus registrar has created a student, staff, or faculty member’s profile before making the card. These profiles are triggered once the faculty or staff member completes required paperwork through HR or once the student has deposited with the College after acceptance. The College Press has a policy not to change the information, such as birthdays, which are included in the account. Once a card is created the College Press sends a list of ID numbers to the locksmith who then updates each individual door to include access for those who need it, mostly the students and then a few faculty and staff who have a need to access the halls.

Each resident hall bedroom is secured with a key. The keys to each room are housed in locksmith during the summer when not in use and housed in the Area office with each of four residential areas on campus.

The keys are distributed to residents by verifying identity on the campus roster which is generated by the Housing Office. The resident(s) of each room sign their keys out on keys cards, where they agree to the key policy as outlined in the Student Handbook:

*“You will be issued a key to your room when you check in at the start of the academic year. If you change rooms, you need to turn in your original key and check out a new key with your RD. DO NOT just switch keys. At the end of the year you must return your key following the posted check out procedures. If you do not return a key, return it after the deadline, or return the wrong key, you will be billed \$50 and the room will be re-keyed.*

- *If you are locked out of your room, your RA or RD can let you in. If you can’t find them during the day, call Public Safety (828) 230-4592. In the evenings please refer to the Residence Life staff member on duty.*
- *If your key stops working, your door won’t lock, or you break off your key in the door, during normal work hours call Facilities Management (ex. 8074) for assistance. After hours, or on the weekend, contact your RA/RD who will contact the on-call locksmith crew person.*
- *If you have lost your key contact your RA/RD immediately. Your door will be re-keyed and new keys will be issued to you and your roommate. The lost key charge is \$50. If you lose your ID card, contact the College Press.*

The following are additional statements from the Student Handbook explaining how residence halls are secured and the student and staff’s responsibilities maintaining that security:

*“All residence halls are protected by access cards locks that allow only members of the Warren Wilson community and escorted guests to enter. At check in, you will be issued a key to your room. Do not loan or give your key or ID card to another student or guest. Report lost or misplaced room keys and ID cards immediately. It is very important for the security of all residents to make sure that doors are never propped open. It is the responsibility of each resident to follow this guideline and close doors that are propped. It is also dangerous to provide access to the*

*building to people that you do not know. Report suspicious persons to your RA, RD, or Public Safety immediately. Residence hall staff is on duty 8 pm to 7 am and are trained and responsible for maintaining the safety and security of the residence halls. This includes enforcing fire safety policies, responding to emergencies, and reporting concerns. In addition, the college has a trained security crew (Public Safety) staffed by students supervised by full time security staff that patrols the campus.”*

*“Do not prop or otherwise interfere with secure closure of exterior doors. Do not share or loan your access card or room key with anyone. Meet guests and delivery people at the front door. Lock your room when you leave (however briefly) and when you are sleeping. The College is not responsible for theft or damage of your possessions. Check with your parent’s insurance agent to see if you are covered by their homeowner’s policy. It is recommended that you invest in renters insurance if you are not covered otherwise. Report any suspicious persons to Public Safety or the Residence Life staff member on duty.*

### **Campus Public Safety**

The role of Public Safety is to maintain a safe environment for the Warren Wilson College community and guests. The Department of Public Safety conducts foot, vehicular and bicycle patrols of the campus community 24 hours per day, 7 days per week. Their office is located in the lower level of Ogg.

Public Safety does not have the authority to arrest, but restraint may be used to prevent someone from hurting her/himself or another person. Public Safety cooperates fully with state and local police agencies. As the liaison between the College and the police, Public Safety encourages and assists students and staff in reporting crimes to the appropriate law-enforcement agency. Warren Wilson College Public Safety defers to the Buncombe County Sheriff’s Department for the enforcement of all applicable county, state and federal laws.

### **Crime Prevention Programs**

There are new student and new employee orientations that include sessions geared at informing students and employees about campus security procedures and practices and to encourage students and employees to be responsible for their own security and the security of others.

During new student orientation Public Safety personnel present information to students during a session called “Living in Community.” Public Safety officers also attend the first residence hall meetings of the semester to talk about safety, specifically security in the residence halls, such as locking doors and not allowing people in the building. At new employee orientation the emphasis is made on locking cars and offices as well as being observant and reporting suspicious persons on campus to public safety. Both of these programs also focus on preventing crimes of opportunity by placing emphasis on locking valuables and calling Public Safety if transport through campus is needed to feel secure, especially late at night.

### **Weapons Policy**

Warren Wilson College strictly prohibits the use, possession, or storage of weapons of any type by faculty, staff, students and visitors on all Warren Wilson College property, including roadways and parking lots. Violators are subject to expulsion, termination, criminal prosecution or any combination of sanctions. Any violation of this policy should be reported immediately to Public Safety and the Buncombe County Sheriff’s Department. Possession of firearms or dangerous weapons could be cause for immediate dismissal or criminal arrest. If a faculty or staff member or student desires to bring a weapon on to campus for an educational purpose (i.e. class demonstration), they must first receive prior permission from the appropriate member of the Cabinet. This policy does not apply to staff or faculty members

that reside in private homes located on the property owned by the College; however, if a weapon is located in a private residence, it cannot be brought on to the core campus without serving an educational purpose and having prior permission. Furthermore, anytime a firearm is transported to and from the residence, it must be unloaded. The term "Weapons" includes the following: firearms (concealed or visible) and without regard to the validity of any permits; grenades, explosives, bombs or any other deadly object; any BB gun, stun gun, air rifle, air pistol, bowie knife, dirk, dagger, leaded cane, switchblade knife, blackjack, metallic knuckles, razors and razor blades (except solely for personal shaving), fireworks or any sharp pointed or edged instrument except instructional supplies, unaltered nail files and clips and tools used solely for preparation of food, instruction, and maintenance.

### **Missing Student Notification Procedures**

In accordance with the Higher Education Opportunity Act of 2008, Warren Wilson has developed a procedure for notifying the designated emergency contact in Campus Web for a student who has been determined to be missing.

A student may be deemed missing if it is reported to appropriate College officials (Residence Life Staff, Public Safety, or other Student Life staff) that the student has been unreachable via personal contact, telephone, e-mail, or other means of electronic communication for 24 hours or more. All reports will be immediately reported to Public Safety.

Upon determination by Public Safety that a student is missing, the designated emergency contact will be notified as soon as possible but no later than 24 hours after that determination. The student's custodial parents or guardian will also be notified if that person is not the designated emergency contact or if no missing person contact is listed.

In situations where the student is a non-resident (resides off-campus), Public Safety will help notify the proper law enforcement agency in the jurisdiction where the student resides or was last seen and assist with the investigation. This notification will be done within 24 hours of receiving a credible report. Nothing in the policy requires Public Safety to wait 24 hours before reporting to the law enforcement agency with jurisdiction.

Students are encouraged to periodically review and update their emergency contact information in Campus Web. Students may enter in Campus Web a separate "Missing Person" emergency contact or contacts, which will remain confidential and shared only with appropriate College personnel.

Upon receiving a report of a missing student, and conducting a preliminary check of the student's room and other areas on campus the student may frequent, Public Safety will notify the Director of Residential Life and/or the Vice President for Student Life.

### **Criminal Activity at Off Campus Student Organization**

Warren Wilson College has no off campus student organizations that are officially recognized by the institution. Additionally, there are no student organizations with off campus housing facilities.

### **Alcohol Policy and Laws**

The campus policies regarding possession, use, and sale of alcoholic beverages and the enforcement of state underage drinking laws are outlined in the 2013-2014 Student Handbook:

*"6.5.1 Alcohol Possession and Use: Consumption and possession of alcohol by students under the age of 21 is not permitted. Consumption and the possession of open containers of alcohol are not permitted in public areas except in*

cases where an authorized event allows it. Public areas where alcohol is not permitted include athletic events, outdoor spaces such as fields and the pond, residence hall patios, hallways, porches, and courtyards. Common source container alcohol (kegs, beer ball, etc.) empty or full are permitted on campus only when approved by college officials through the event registration process and they are never permitted in residence halls even if empty.

Students who choose to use alcohol are responsible for their own behavior and any use of alcohol that is associated with behavior that is disruptive of the community will be considered a more serious violation of the alcohol policy. Disruption can include requiring assistance from others due to excessive intoxication or behavior, which is disruptive through noise, or other nuisance behavior. Any behavior connected with the use of alcohol which compromises the safety of self or others through violence, harassment, or the use of a vehicle under the influence will be seen as the most serious alcohol policy violation. The sale of alcohol to others without a license is prohibited. Students may not give or sell alcohol to someone who is already intoxicated or who is under 21. Anyone under the age of 21 may not brew or attempt to brew, or possess brewing equipment with the intent of brewing alcoholic beverages.

6.5.1-3 North Carolina State Law Regarding Alcohol: For complete information regarding North Carolina state laws governing alcohol, consult North Carolina General Statutes, Chapter 18B. Some highlights are excerpted below. It is illegal for anyone less than 21 years of age to:

#### *Possess Alcohol*

- *Penalty: a misdemeanor that will become a matter of public record as a criminal conviction and subject one to court costs and/or fines and/or community service*

#### *Purchase or Attempt to Purchase Alcohol*

- *Penalty: a misdemeanor resulting in court costs and/or a fine and/or community service and, upon conviction, the Department of Motor Vehicles (DMV) will revoke the defendant's driver's license for one (1) year.*

#### *Use or Attempt of Use*

*In order to obtain alcohol beverages when not of lawful age, a fraudulent or altered driver's license; or that fraudulent or altered identification document other than a driver's license; or a driver's license issued to another person; or an identification document other than a driver's license issued to another person.*

- *Penalty: a misdemeanor resulting in court costs and/or fine and the DMV will revoke the defendant's driver's license for one (1) year.*

### **Drug Policy Laws**

The campus policies regarding the possession, use, and sale of illegal drugs and the enforcement of federal and state drug laws are outlined in the 2017-2018 Student Handbook:

*"6.5.4 Controlled Substances (Drugs): in accordance with North Carolina laws, the college prohibited the possession, use, manufacture, sale, or delivery of controlled substances on campus. Controlled substances include all of those listed in Schedules through of the Federal Controlled Substances Act. Examples of controlled substances include, but are not limited to, marijuana, hallucinogens, opiates, barbiturates, and amphetamines. This also includes prescription medication being used in a manner not consistent with the prescription or by someone other than the person for whom the prescription was written.*

*Possession of drug paraphernalia is also prohibited on campus. This includes any item typically used to facilitate the use of a controlled substance. The sale or delivery of a controlled substance is considered a serious drug policy violation. Sale is defined as the exchange of a controlled substance for money, services, or other item of value. Delivery is defined as obtaining a controlled substance in one location, either on or off campus, and delivering it to a person(s) in another location.*

*6.5.4-2 Campus Practices Related to Controlled Substances: Warren Wilson cannot legally be a sanctuary from law enforcement agencies, arrests or searches under search warrants. In instances of investigations of delivery and/or sale of controlled substances, members of the College community will be asked to cooperate. Warren Wilson college officials reserve the right to contact and receive assistance from law enforcement authorities in instances where controlled substances are involved.*

*6.5.4-3 North Carolina State Law Regarding Controlled Substances: North Carolina state law prohibits the manufacture, sale, delivery, possession, or use of a controlled substance without legal authorization. A controlled substance includes any drug, substance or immediate precursor covered under the North Carolina Controlled Substances Act, including but not limited to opiates, barbiturates, amphetamines, marijuana, and hallucinogens. The possession of drug paraphernalia is also prohibited under North Carolina state law and College policy.*

*Drug paraphernalia includes all equipment, products and material of any kind that are used to facilitate, or intended or designed to facilitate, violations of the North Carolina Controlled Substances Act.*

*6.5.4-4 Drug Convictions and Federal Student Aid: A person who has been convicted (as an adult) for possession of illegal drugs is ineligible for federal aid for one year for a first offense, two years for a second offense, and indefinitely for a third offense. A person who has been convicted for the sale of illegal drugs is ineligible for federal aid for two years for a first offense and indefinitely for a second offense.*

*To regain eligibility you must complete a drug rehabilitation program that meets the standards set by Congress and the Department of Education. For more information, call 1-800-FED-AID.*

### **Substance Abuse Educational Programs**

The Allies in Substance Abuse Prevention crew ran a “You’re Worth It” Campaign to encourage students to take care of themselves from a holistic perspective, which included not partaking in drugs and alcohol which could damage the body. The crew also created Quit Kits and provided information on and further resources for smoking cessation. An overdose awareness event was held in the student center where overdose prevention kits were distributed to those students who elected to be trained on how to use them. Event Monitor trainings were also conducted to impact knowledge of the signs of alcohol poisoning and bystander intervention to students who volunteer as event monitors for on campus events where alcohol may be present.

A presentation called ‘Wise Choices’ was facilitated by our Substance Abuse Prevention Educator, who led group activities including the “wellness wheel,” where participants assessed how they each were doing in different areas of their lives, classes, work, relationships, and physical health. Then they would evaluate how their drug and alcohol use impacted these areas for better or for worse. Through non-judgmental conversation students were able to see that while their substance use may have provided some benefits to them in one area, it took a toll on them in others.

## **Sexual Assault and Sex Offenses**

The Center for Gender and Relationships provides support services to people who experience sexual harassment, interpersonal violence, stalking, and sexual assault, as well as their significant others, friends and family. The staff is able to answer questions, provide short-term crisis intervention, medical and legal advocacy, safety planning, and assist with follow-up medical treatment, referral services, and support groups. The staff also provides assistance throughout the student conduct process.

Title IX prohibits discrimination on the basis of sex in education programs or activities operated by recipients of Federal financial assistance. Prohibited sex discrimination covers sexual harassment, including sexual violence. "Sexual violence refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the victim's use of drugs or alcohol, or due to an intellectual or other disability. Sexual violence includes rape, sexual assault, sexual battery and sexual coercion. All such acts of violence are forms of sexual harassment covered under Title IX." The Sexual Misconduct policy above is in compliance with Title IX and reflects the intent and activity required by Title IX. Any reports of discrimination on the basis of sex, including sexual harassment and other forms of sexual violence, will be reviewed by the Title IX Coordinator; as well all Title IX compliance efforts will be administered by the Title IX Coordinator. You can contact your Title IX Coordinator at any time to ask about this policy or Title IX itself.

The Warren Wilson College Title IX Coordinator is:

Paul C. Perrine  
Dodge House  
PO Box 9000  
Asheville, NC 28815-9000  
Phone: 828.771.3802; Email: [titleixcoordinator@warren-wilson.edu](mailto:titleixcoordinator@warren-wilson.edu);

Or you can contact:

U.S. Department of Education, Office for Civil Rights, at (800) 421-3481 or [ocr@ed.gov](mailto:ocr@ed.gov). If you wish to fill out a complaint form online, you may do so at:

<https://www2.ed.gov/about/offices/list/ocr/complaintintro.html>

Warren Wilson College does not discriminate on the basis of race, color, creed, religion, national or ethnic origin, sex, gender, age, marital status, disability, or sexual orientation.

## **Consent**

First and foremost; Warren Wilson College is committed to effective consent in all relationships. All members of the Warren Wilson community are expected to respect the bodily integrity of others. In order for individuals to engage in sexual activity of any type with each other, the people involved in the activity should know or reasonably know that effective consent has been given. Consent is sexual permission. Consent must be clear, knowing and voluntarily given prior to and during sexual activity. Consent can be given by word or action, although non-verbal consent is not as clear as talking about what you want sexually and what you don't want. Silence--without actions demonstrating permission--cannot be assumed to show consent.

The best way to obtain consent is verbally. Discussing sexual activity with a person you want to have sex with and obtaining consent to engage in the same form of sexual activity will ensure that boundaries and desires are known. However, consent to one form of sexual activity cannot be taken as consent to any other form of sexual activity. Prior consent to sexual activity does not mean future consent to sexual activity. Previous relationships cannot imply consent to future sexual acts. "No" always means "No" however "Yes" might not always mean "Yes" (for instance, when someone uses coercion to obtain a "yes" the situation is considered non-consensual).

As a guide to determine if consent can be given, the people involved need to be:

- Fully aware and conscious and not incapacitated by drugs, alcohol, illness or sleep.
- Equally free to act.
- Able to clearly communicate their willingness and permission.

In order for consent to be effective, these are the minimal conditions that should be met:

- The person must be able to understand exactly what it is that they are agreeing to and not incapacitated.
- Incapacitation includes incapacitation by drugs or alcohol to the point that a person's state of mind is not clear and their judgment is impaired. We define incapacitation by drugs or alcohol as follows: a person is incapable, due to the use of drugs or alcohol, of either appraising the nature of his or her conduct, or a person is unable to give effective consent to a sexual act.
- When alcohol or other drugs are being used, someone will be considered unable to give effective consent if they cannot appreciate the Who, What, When, Where, Why, or How of a sexual interaction. Individuals who consent to sex must be able to understand what they are doing.
- To be more precise, an incapacitated person cannot give effective consent. Even if they express willingness to engage in sexual activity but are incapacitated at the time, and that the individual is incapacitated is known or should be known to the accused, any sexual activity that takes place is misconduct, and any factual willingness that may have been expressed is irrelevant.

A person cannot give consent if any of the following factors are present:

- Someone forces someone to engage in sexual activity.
- Someone threatens force against another.
- Someone coerces or intimidates someone into sexual activity.
- Verbal coercion violates this policy as much as the use of physical force.
- The person is mentally incapacitated.

Mentally incapacitated could refer to a person with a severe cognitive disability or a person who is incapacitated because of alcohol or other drugs.

- The person is physically helpless.

Physically helpless could refer to a person with a physical disability, an injury, or someone who is passed out, amongst other things.

- Or the person is a minor.
- If a person is slurring their words, having difficulty maintaining equilibrium, passing in and out of consciousness, or is vomiting, they can safely be considered to be incapacitated. Incapacitation may exist in the absence of these symptoms.
- Incapacity is not determined based on a person's Blood Alcohol Content level.

### **Sexual Misconduct, Interpersonal and Gender Violence Offenses**

- Sexual Harassment;
- Non-Consensual Sexual Contact (or attempts to commit same);
- Non-Consensual Sexual Intercourse (or attempts to commit same);
- Sexual Exploitation;
- Harassment and Intimidation;
- Hate Crimes related to sex, sexual orientation and/or gender;
- Intimate Partner Violence;
- Stalking.

These above listed offenses, as defined below, are violations of Warren Wilson College policy and can be investigated, adjudicated and sanctioned, as appropriate.

## **Educational Programs**

The Center for Gender and Relationships offers educational programs to promote awareness of rape, acquaintance rape, and other forcible and non-forcible sex offenses. The programs and descriptions are listed below:

*“Let’s Talk about Sex”* – A program performed by students and the Director for the Center of Gender and Relationships addressing the issues of consent, reporting, title IX policy and procedures, fact and statistics, gender identity and expression, safe sex and ending sexual violence on campus.

*“Take Back the Night”* – A campus-wide rally and march around the campus to promote awareness of ending sexual violence. Students, faculty, and staff gather together to tell stories of violence survival.

*Helpmate Domestic Violence Survivor Advocate training* – All students on the Center for Gender and Relationships Crew are trained in how to advocate for other students who may need support when talking about relationship/sexual violence. The training consists of knowing what the needs of the survivor are, how to fill out a report, resources the survivor may need, next steps to take, and how and why the CGR programs around issues of sexual violence.

*Clothesline Project* – Students are given the opportunity to design a t-shirt in support of survivors of sexual assault. A student may design a t-shirt in honor of a survivor they know or with a message to their perpetrators. This allows students to talk back to their assaulters and to remind the campus community of rape, sexual assault, and relationship violence happens to members of the campus community.

*Consent Project* – Students on campus are asked to creatively design underwear consensual messages on them. These are hung on campus with a message promoting consent.

*Guest Speaker* – Guest Speakers are often invited onto campus to talk to students about healthy relationships and consensual, safe and pleasurable sexual experiences.

Other programs offered through the Center for Gender and Relationships: Dating After Sexual Violence with Our Voice, Party Monitor Training, Men Can Stop Rape discussion at UNCA, The Clothesline Project with Helpmate, Dating Someone in Recovery, Power Poses: Being Confident Without Substance Use roundtable, Basics of Self Defense with Public Safety

## **Procedures to Follow If a Sex Offense Occurs**

Medical Support: Survivors have the right to medical care. A survivor can go to the hospital for a forensic examination or a survivor may choose to go to the Buncombe County Health Center or a private physician for a general exam testing and treatment; emergency contraception can be obtained from a pharmacist.

## **The Importance of Preserving Evidence for the Proof of a Criminal Offense**

If a survivor is unsure about filing a formal report on campus or with the police – a survivor should consider preserving evidence of an assault which might be used later to support a crime report or to obtain an order of protection. Evidence from an assault or other form of violence should be preserved as soon after an incident as possible. A sexual Assault Nurse Examiner (SANE) can preserve evidence through a forensic exam. The exam can be done whether or not the survivor receiving the examination wants to pursue criminal charges.

### **Notifying Appropriate Law Enforcement**

Found in the Rights of the Reporting Student Section of our Policy it states that the student has the right to be informed by college officials of options to notify proper law enforcement authorities, including on-campus and local police, and the option to be assisted by campus authorities in notifying such authorities, if the student so chooses. This also includes that right not to report if this is the reporting student's desire (however in some cases the college may need to proceed with an investigation if the college has knowledge of risk to members of the community).

### **Sexual Assault Reporting Options**

There are three reporting options on campus: Informal, Formal, and Anonymous. You can also decide to file a report off campus with the Buncombe County Sheriff's Department. You can choose not to file a report at all, or to file one later. Remember, that it is never too late to speak with someone about what you have experienced. Whenever you feel ready to talk about it, consider contacting CGR to help you process your emotions and what happened. An Incident Report Form is provided for anyone interested or required to report.

### **To File an Anonymous or Informal Report**

As a reporting student (the person reporting an alleged policy violation) you can contact the Center for Gender and Relationships Director Mariel Epstein at [mepstein@warren-wilson.edu](mailto:mepstein@warren-wilson.edu) or 828-771-3799 to file an informal or anonymous report. This is a way to document your experiences, seek support and explore having some of your needs met such as room changes, work crew changes, class changes, etc. without pursuing a formal report. With this option there would not be a formal investigation of the charges and no disciplinary action would be possible against the person named in the report, although a report of the incident without identifying information will be provided to the Title IX Coordinator.

Please note that the College may be required to look into certain policy violations even if the reporting student does not want the matter pursued. The College takes seriously reports of violence and in some cases must respond. In these cases the college will proceed with care to protect the reporting student and all involved. In such cases where the college must pursue the report of a policy violation, the reporting student will be notified, when reasonable, in advance of any action.

### **Informal Dispute Resolution Efforts**

In some sexual harassment situations, after filing an informal report, it may be possible to resolve the matter through mediation or a dispute resolution process. The Vice President for Student Life or appointed designee will oversee the resolution process. If a satisfactory resolution cannot be reached, then the reporting student can make a formal report. Other options such as room changes, work crew changes, class changes, etc. will also be considered.

### **To File a Formal Report**

To file a formal report of an alleged policy violation, the reporting student will meet with the Title IX Coordinator. A student can choose to do this by first contacting The Center for Gender and Relationships Director or by going directly to the Vice President for Student Life's Office. This will need to be followed by filing a written incident report. There is no deadline for filing a formal report; a student may file a report at any time. Certain actions (such as a campus "no trespass" order or persona non grata letter) may be possible as an action against others that violate Warren Wilson College policies.

Upon the receipt of a reported violation of this policy, the Title IX Coordinator or appointed designee will open and oversee the investigation of the formal report (and the hearing board process, if necessary). An advocate will be identified for the reporting student (most often this person will be the Center for Gender and Relationships Director). In cases where the person filing the report requests special protections to feel safe until a hearing can happen and/or the college feels that based on the evidence presented actions are necessary to protect the person filing the report or other members of the community, the college reserves the right to take any action it deems necessary to protect student

rights and safety. This may include, but not be limited to, a modification in living arrangements, removal of the accused from campus pending a hearing, or notification of authorities.

The Title IX Coordinator or appointed designee will oversee the following investigation:

- In coordination with the campus Title IX Coordinator, initiate any necessary remedial actions;
- Determine the identity and contact information of the alleged victim, if necessary (as in cases where a third party is reporting the policy violation);
- Identify the correct policies allegedly violated (in some cases, more than one policy may be identified);
- Conduct an immediate initial investigation to determine if there is reasonable cause to charge the responding student, and what policy violations should be alleged as part of the complaint;
- Meet with the reporting student to finalize the complaint and prepare the notice of charges on the basis of the initial investigation;
- An assigned investigator will commence with a thorough, reliable and impartial investigation by developing a strategic investigation plan, including a witness list, evidence list, intended timeframe, and order of interviews for all witnesses and the accused individual, who may be given notice prior to or at the time of the interview; Complete the investigation promptly, and without unreasonable deviation from the intended timeline;
- Make a finding; the standard of proof for a finding is if there is greater than 50 percent chance that something is true. This is referred to as preponderance of the evidence –whether a report is more likely than not to be true and to have occurred; If there is insufficient evidence to support a finding, the report may be closed but kept on file in the event further information supports reasonable cause to reopen the report;
- Notify the reporting student of the finding;
- Present the findings to the responding student, who may accept the findings, accept the findings in part and reject them in part, or may reject all findings

Where the responding student accepts the finding that she/he violated college policy, the investigator in consultation with the Title IX Coordinator or their designee will impose appropriate sanctions for the violation. The college will act to end the discrimination, prevent its recurrence, and remedy its effects on the victim and the college community.

In the event that either the responding or reporting student rejects the findings in part or entirely, the Vice President for Student Life or appointed designee will convene The Sexual Misconduct, Interpersonal and Gender Violence Hearing Panel to determine whether the accused individual is in violation of the college's interpersonal violence policy.

#### **The Sexual Misconduct, Interpersonal and Gender Violence Hearing Panel**

The Panel will be comprised of three staff members drawn from a pool of 6-8 specifically trained to serve on this panel. Panel members may be excused from a panel due to conflict of interest or other valid reasons.

The Vice President for Student Life or appointed designee will serve as the Hearing Officer. Through the following hearing process, the Hearing Officer's responsibilities include advising all parties of the process and outcomes, conducting the hearing, consulting with the panel on the process, and being present during the hearing. The Vice President for Student Life or appointed designee will not participate in the deliberations except to answer questions about process or precedent.

### **The Hearing Process**

The reporting student has the right to have a support person from the campus community present during the hearing process. This can be the Center for Gender and Relationships Director or another person of the student's choice. The responding student also has the right to have a support person present during the process. Support persons may be present for the entire hearing but may speak only with the person being supported; they may not participate in the hearing in any other way. The reporting and responding students can be accompanied by no more than 2 support individuals, others are not permitted in the hearing process.

The Hearing Officer will make every effort to secure a space that is appropriate, confidential and provides sufficient space for parties to be seated away from each other. The hearings will be closed to all but the Panel, the Hearing Officer, the parties, and their support persons. The Hearing Officer will recognize speakers and interruptions will not be tolerated. The Hearing Officer will also determine the appropriateness of questions and has the final decision regarding what can or cannot be asked. Disruption of a hearing may result in dismissal from the proceedings.

An audiotape of the hearing will be made for the panel to use during the deliberation process. This tape may also be reviewed in the case of an appeal. No other recording of the hearing is permitted.

### **Deliberation and Determination**

The Sexual Misconduct, Interpersonal and Gender Violence Hearing Panel will deliberate until a determination is made. The panel will strive for consensus, but will reach a decision by majority vote if that is not possible. If the panel does not find the responding student responsible for the report as written, the panel can still find the responding student in violation of another part of The Sexual Misconduct, Interpersonal and Gender Violence Policy.

Notification of the panel's decision will be made via letter written by the Vice President for Student Life or appointed designee. Copies of the letter will be sent to both parties for any misconduct determination without condition or limitation and will include: the policy(s) alleged to have been violated, the final determination, sanction(s) (if appropriate), and the rationale for the decision.

Warren Wilson College reserves the right to publicly release the name, policy violation, and sanction, for any student found responsible for violations of crimes of violence or sexual offenses.

### **Sanctions**

The Hearing Panel reserves the right to broaden or lessen the following range of recommended sanctions in the case of mitigating circumstances, but neither the panel nor the appeal officers will deviate from this range unless compelling justification to do so exists.

- A violation of the policy on non-consensual sexual intercourse: suspension or expulsion.
- A violation of the policy on non-consensual sexual contact (no penetration): a range from suspension to expulsion.
- A violation of the policy on sexual exploitation or sexual harassment: a range from a written warning to expulsion.
- A violation of stalking and/or IPV: a range from a written warning to expulsion.

All sanctions may include a requirement to seek counseling and/or mandate education related to the policy violated.

Where the responding student is found in violation of Warren Wilson policy, the Hearing Panel or appointed designee will impose appropriate sanctions for the violation, after consultation with the Title IX Coordinator. The College will act to end the discrimination, prevent its recurrence, and remedy its effects on the victim and the College community. Warren Wilson College will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by Warren Wilson College against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of disclosing the results of the disciplinary proceedings.

## **On and Off Campus Resources**

The right to be notified of available counseling, mental health or student services for victims of sexual assault, both on campus and in the community;

### **Helpful Numbers**

#### **On Campus:**

Center for Gender and Relationships  
Vining C  
Director Mariel Epstein, ext. 3799  
Crisis Hotline: 828-337-3264  
CGR Office Phone: 828-771-3798

Public Safety  
Ogg 104  
On-call cell (24/7): 828-230-4592

Title IX Office  
Paul C. Perrine  
VP for Student Life and Title IX Coordinator  
Dodge House  
titleIXcoordinator@warren-wilson.edu  
Phone: ext. 3800

WWC Counseling Center  
(Located at the WWC Health Center)  
Art Shuster, Counseling Director – ext. 3773  
(cell: 828-230-3712)

Jil Meadows, Counseling – ext. 3905  
(cell: 828-216-8996)

#### **Off Campus:**

Our Voice (for sexual violence)  
44 Merrimon Ave. – Suite 1  
Asheville, NC 28801  
Business Phone: 828-252-0562  
24-hour crisis line: 828-255-7576

Helpmate (for relationship violence)  
Crisis Line: 828-254-0516  
Business Phone: 828-254-2968

Buncombe County Health Center  
35 Woodfin Street  
Asheville, NC 28801  
Business Phone: 828-250-5133

Asheville Health Center-  
Asheville, NC/ Planned Parenthood  
603 Biltmore Ave  
Asheville, NC 28801  
Business Phone: 828-252-7928

Child Abuse Prevention Services, Inc.  
50 S. French Board Ave.  
Suite 152  
Asheville, NC 28801  
Business Phone: 828-254-2000

## **Accommodations for Reporting Students**

The right to notification of and options for, and available assistance in, changing academic and living situations after an alleged sexual assault incident, if so requested by the reporting student and if such changes are reasonably available (no formal complaint, or investigation, campus or criminal, need occur before this option is available).

Accommodations may include:

- Change of an on-campus student’s housing to a different on-campus location;
- Assistance from college support staff in completing the relocation;
- Arranging to dissolve a housing contract;
- Exam (paper, assignment) rescheduling;
- Taking an incomplete in class;
- Transferring of classes;
- Temporary withdrawal;
- Alternative course completion options.

**Sex Offender Registration**

In accordance to the *Campus Sex Crimes Prevention Act* of 2000, which amends the Jeanne Clery Act, this report includes information on locating Registered Sex Offender information in the local area. The act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by the state concerning registered sex offenders may be obtained.

To locate sex offender information in North Carolina you can access the North Carolina Sex Offenders and Public Protection Registry at <http://sexoffender.ncdoj.gov/>

The College reserves the right to disclose to the community information about sex offenders that are accepted as members of the Warren Wilson community. Such information that can be shared included, but is not limited to, the person’s name and address, a physical description of the person, the type of vehicle that the person is known to drive, any conditions or restrictions placed upon the person’s probation, parole, post-prison supervision or conditional release, a description of the person’s method of offense, a current photograph of the person, and the name and telephone number of the person’s parole and probation officer.

Department	Name	Email	Phone	Office
Title IX Coordinator				
Student Life	Paul C. Perrine	pperrine@warren-wilson.edu	828-771-3768	Dodge House, 2 <sup>nd</sup> floor
Title IX Deputies				
Academic Support Services	Lyn O’Hare	lohare@warren-wilson.edu	828-771-3012	Morse, 3 <sup>rd</sup> floor
Academics (faculty)	Gary Hawkins	ghawkins@warren-wilson.edu	828-771-3718	Laursen, 1 <sup>st</sup> floor
Academics (students)	Carol Howard	choward@warren-wilson.edu	828-771-3720	Laursen, 2 <sup>nd</sup> floor
Admission	Sharon Lytle	slytle@warren-wilson.edu	828-771-2075	Orr Cottage, 1 <sup>st</sup> floor
Athletics	Stacey Enos	senos@warren-wilson.edu	828-771-3737	DeVries, 2 <sup>nd</sup> floor

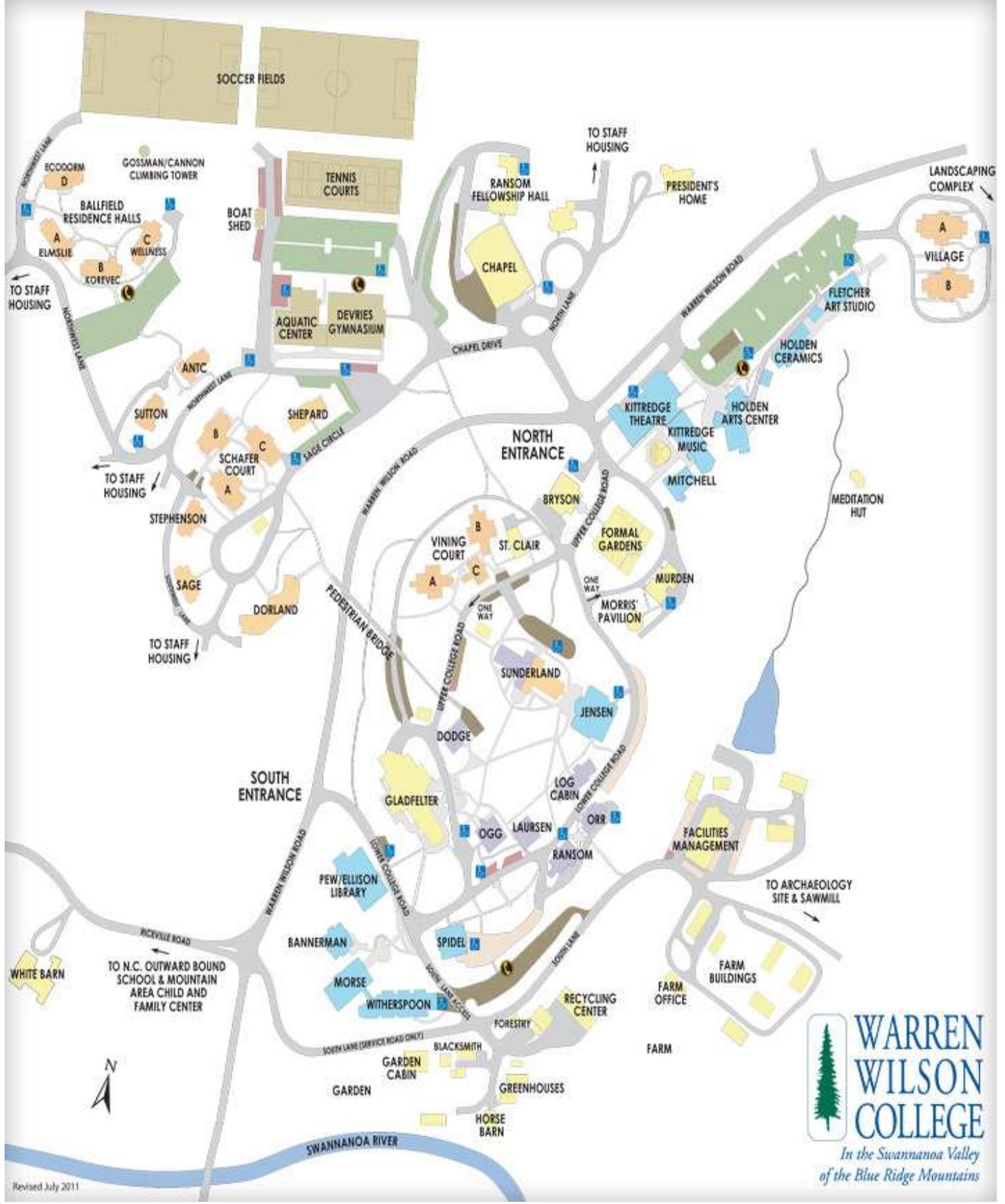
MFA	Debra Allerby	dallerby@warren-wilson.edu	828-771-3715	Sunderland, 1 <sup>st</sup> floor
Residence Life	Joyce Milling	jmilling@warren-wilson.edu	828-771-5813	Dodge House, 2 <sup>nd</sup> floor
Service Program	Shuli Archer	sarcher@warren-wilson.edu	828-771-3775	Ransom, main floor

**Geography Definitions**

- 1) On-campus property: Any building or property owned or controlled by the College within the same reasonably contiguous geographic area and used by the College in direct support of, or in a manner related to, the College's educational purpose, including any buildings or property that is owned by the College but controlled by another person and which is frequently used by students and supports institutional purposes such as a food or other retail vendor.
- 2) On-campus Residential.
- 3) Non-campus property: Any building owned or controlled by a student organization that is officially recognized by the College; or any building or property owned or controlled by the College that is used in direct support of, or in relation to the College's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the College.
- 4) Public property: All public property, including: thoroughfares, streets, sidewalks, parking facilities, that is within the campus, or immediately adjacent to and accessible from campus.

**Offenses Reported to Buncombe County Sheriff's Department** that happened in the jurisdiction contiguous and adjacent to campus property:

2014	2015	2016	TOTAL
0	0	0	0



OFFENSE	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY
MURDER / NON-NEGLIGENT MANSLUAGHTER	2016	0	0	0	0
	2015	0	0	0	0
	2014	0	0	0	0
NEGLIGENT MANSLAUGHTER	2016	0	0	0	0
	2015	0	0	0	0
	2014	0	0	0	0
SEX OFFENSES, FORCIBLE	2016	<i>(see categories below)</i>			
	2015	2	2	0	0
	2014	3	3	0	0
SEX OFFENSES, NON-FORCIBLE	2016	<i>(see categories below)</i>			
	2015	0	0	0	0
	2014	0	0	0	0
RAPE	2016	3	3	0	0
	2015				
	2014				
STATUTORY RAPE	2016	0	0	0	0
	2015				
	2014				
INCEST	2016	0	0	0	0
	2015				
	2014				
FONDLING	2016	0	0	0	0
	2015				
	2014				
ROBBERY	2016	0	0	0	0
	2015	0	0	0	0
	2014	0	0	0	0
AGGRAVATED ASSAULT	2016	0	0	0	0
	2015	0	0	0	0
	2014	0	0	0	0
BURGLARY	2016	8	6	0	0
	2015	0	0	0	0
	2014	1	0	0	0
MOTOR VEHICLE THEFT	2016	0	0	0	0
	2015	2	0	0	0
	2014	0	0	0	0
ARSON	2016	0	0	0	0
	2015	0	0	0	0
	2014	0	1	0	0
ARRESTS: WEAPONS: CARRYING, POSSESSING, ETC.	2016	0	0	0	0
	2015	0	0	0	0
	2014	0	0	0	0

OFFENSE	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY
DISCIPLINARY REFERRALS: WEAPONS: CARRYING, POSSESSING, ETC	2016	0	0	0	0
	2015	1	1	0	0
	2014	1	0	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2016	0	0	0	0
	2015	0	0	0	0
	2014	0	0	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2016	56	50	0	0
	2015	70	46	0	0
	2014	104	54	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2016	0	0	0	0
	2015	0	0	0	0
	2014	0	0	0	0
DISCIPLINARY REFFERRALS: LIQUOR LAW VIOLATIONS	2016	75	70	0	0
	2015	117	85	0	0
	2014	146	120	0	0

HATE CRIMES: Destruction/Damage/Vandalism of Property	2016	1	0	0	0
	2015	0	0	0	0
	2014	0	0	0	0
STALKING	2016	1	1	0	0
	2015	1	0	0	0
	2014	0	0	0	0
DATING VIOLENCE	2016	1	0	0	0
	2015	2	2	0	0
	2014	0	0	0	0
DOMESTIC VIOLENCE	2016	1	0	0	0
	2015	0	0	0	0
	2014	0	0	0	0

### Hate Crimes and Bias Policy from the Student Handbook

#### Hate Crimes

A Hate Crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the identity (perceived or actual) of the victim including race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, and/or disability. Even if the offender was mistaken about the victim's race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, and/or disability, the offense may still be a hate crime as long as the offender was motivated by bias against that group. Having and voicing an opinion is protected by freedom of speech. Warren Wilson College is a place for growth and discussion with a primary focus on the positive exchange of ideas. While this value of openness protects individual thought, it does not protect harassment or expressions of bias or hate aimed at individuals that violate the Code of Student Conduct. It is important to report any incident that you believe may be criminal and may be motivated by hate or bias. You should make these reports by using the Bias Reporting System or by completing the Bias Related Incident Reporting form. You may also make a report

directly to the Department of Public Safety at (828)-230-4592 or for resident students, notifying a member of the Residence Life Staff.

#### Bias Policy

The Southern Poverty Law Center defines a bias incident as "conduct, speech or expression motivated, in whole or in part, by bias or prejudice. It differs from a hate crime in that no criminal activity is involved." Bias incidents include completed, attempted or threatened abusive or hostile language and behaviors against persons, property or an institution that involve a target(s) selected on the basis of the target's actual or perceived status (including race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, and/or disability) that reasonably is understood to demean, degrade, threaten, or harass. Warren Wilson College will respond to unwelcome, discriminatory conduct that is severe, pervasive, and objectively offensive, and that so undermines and detracts from the target(s) educational experience so that the target(s) is effectively denied equal access to an institution's resources and opportunities. By its very nature, bias will be deemed an aggravating circumstance to any violation of the Code of Student Conduct.

Having and voicing an opinion is protected by freedom of speech. Warren Wilson College is a place for growth and discussion with a primary focus on the positive exchange of ideas. While this value of openness protects individual thought, it does not protect harassment or expressions of bias or hate aimed at individuals that violate the community standards.

- In 2016, there was one hate crime on campus property (reflected in the numbers above) and one bias incident on campus property in a residence hall reported to campus authorities.

#### Annual Fire Safety Report

The 2017 Annual Fire Safety Report is provided in compliance with the Higher Education Act, as amended by the Higher Education Opportunity Act, Public Law 110-315, also known as the Clery Disclosure Act. This report informs the campus community about important procedures, policies, crime prevention programs, and campus crime statistics. A notice is mailed annually to students and employees advising them that the report can be accessed online. Hard copies of the report may also be obtained. Prospective students and employees are afforded the same information at the time they obtain an application for admission or employment. Any person may have access to this report.

Compilation of information for this report is accomplished through cooperative efforts with Public Safety, Residence Life, Facilities, and Safety & Risk Management.

Fire Safety information is presented as it relates to the Office of Student Housing & Residence Life.

**On-campus Student Housing Fire Safety System** Sunderland: System smoke sensors in common areas and hallways, supervised sprinkler systems in every room, 9 Volt smoke detectors 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> floor bedrooms.

Vining A, B, C: System smoke sensors in common areas and hallways, 9 Volt smoke detectors in bedrooms

Village A, B: Full coverage system smoke sensors and sprinkler system

Schafer A, B, C: Full coverage system smoke sensors and sprinkler system

Stephenson: Full coverage systems smoke sensors and sprinkler system.

Ecodorm: Full coverage system smoke sensors sprinkler systems.

Shepherd: System smoke sensors in hallways and common areas, 9 Volt smoke detectors in bedrooms

Sage: Full coverage system coverage smoke sensors

Dorland: Full coverage systems smoke sensors and sprinkler system

ANTC: Full coverage systems smoke sensors.

Sutton: System smoke sensors in hallways and common areas, 120 Volt smoke detectors in bedrooms.

Elmslie: System smoke sensors in hallways and common areas, 120 Volt smoke detectors in bedrooms.

Korevec: System smoke sensors in hallways and common areas, 120 Volt smoke detectors in bedrooms.

Wellness: System smoke sensors in hallways and common areas, 120 Volt smoke detectors in bedrooms.

## **Fire Drills**

Two fire drills were conducted in the campus residence halls in 2015, one per academic semester

## **Fire Hazard Policy**

Policies regarding portable electrical appliances, smoking and open flames in the campus residence halls are included in the Student Handbook:

*5.4.4 Fire Hazards: Candles, incense, incense holders, string lights, lava lamps, non-regulation halogen lamps, lamps with multiple arms and plastic shades, oil lamps, kerosene heaters, electrical heaters, space heaters, flammable liquids, fireworks, ammunition, or other flammables are not permitted in the residence halls. Do not drape or hang material over lampshades or light fixtures. No air conditioners, appliances with open coil elements, or large refrigerators are permitted. Use heavy-duty fusible power strips instead of extension cords.*

*6.5.19-3 Tobacco Use and Smoking Policy: Warren Wilson College, in its efforts to create a healthier atmosphere for the campus community, strives to control exposure to secondhand smoke. It emphasizes prevention and education efforts that support non-use and that address the risks of tobacco use.*

1. *On the Warren Wilson College Campus, smoking tobacco or any other substance is prohibited in the following locations:*
  - a. *On all parts of the Central Campus (including the pedestrian bridge) that are outside of designated smoking areas (DSA's\*). The Central Campus is defined as all property and structures between Warren Wilson College Road and the service road that leads to the Farm.*
  - b. *Inside all campus buildings.*
  - c. *Within 25 feet of all campus buildings not on the central campus.*
  - d. *Within 25 feet of all athletic facilities, including the Alpine Tower, soccer fields bleachers, and tennis courts.*
  - e. *In all College vehicles.*

*6.5.9-2 Restrictions: All open flame is prohibited within fifty feet of any structure. Fires must not be left unattended.*

*6.5.9-3 Fire for Dramatic Effect and Special Open Flame: Open flame used for dramatic effect includes candles, incense, oil lamps, Tiki torches and any similar devices. The Chapel and associated buildings on campus are the only buildings that may use candles and incense without permission. Open flames are never permitted within a residence hall.*

## **Evacuation in the event of a Fire**

In the emergency procedures booklets posted in all buildings the following steps should be taken to evacuate:

- If you see a fire or heavy smoke, pull the fire alarm at the nearest pull station that will activate the fire alarm system. If there is no pull station, call 911 from a safe area.
- If the fire is in the incipient state (beginning) and you have had fire extinguisher training, use the fire extinguisher to put out the fire. Ask someone to assist you.
- Notify the Public Safety Officer on duty that you started the evacuation and called 911. Give details of the fire.

### **Fire Safety Education and Training**

The Director of Occupational Safety and Training included fire safety training in OSHA orientation, so all incoming students see how to operate a fire extinguisher and when NOT to use a fire extinguisher (i.e. the fire has grown too large or is an oil fire and you don't have the appropriate extinguisher). This training includes showing a video illustrating how quickly a residence fire can grow.

### **Staff who receives reports of Fires**

The campus community is instructed to notify a person on the list below in the event of a fire:

Terry Duckworth – Public Safety  
Robert Reed – Public Safety  
Dustin Orr – Public Safety  
Patrick Brandt – Public Safety  
Robert Alicea – Area Coordinator  
Justin Gildner – Public Safety  
Tory Lindsay – Public Safety  
Darrius Davidson – Public Safety  
Paul C. Perrine – Vice President for Student Life  
Joyce Milling – Residence Life Director  
Jacob Ewing – Area Coordinator  
Michael Crosa – Public Safety  
Erika Orman – Area Coordinator  
Nathalie Burford – Area Coordinator

### **Future Improvements to Fire Safety**

The campus electric crew has scheduled for FY 2016-2017 the following improvements:

- During this fiscal year, Facilities Management changed our alarm-monitoring provider. This change had no impact to the 24/7 monitoring of our existing fire alarms, panels or systems.

### **Fire Statistics for on-campus student housing:**

The number of fires and cause of each fire – 0

The number of persons with fire-related injuries for each fire – 0

The number of fire-related deaths for each fire – 0

The value of property damage caused by each fire – 0