



# 2011 Annual Security & Fire Safety Report

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University of North Carolina Asheville

University Police

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## Introduction

In compliance with the Jeanne Clery Disclosure of Crime Statistics Act, we are pleased to present this year's Annual Security & Fire Safety Report. The Clery Act requires colleges to produce and make available statistics about selected crimes on campus and certain policy statements. This report is made available by October 1st of each year and contains data from the previous calendar year. This report contains safety and security information of interests for all current and prospective students, employees, and visitors.

Several administrative departments at UNC Asheville share responsibility for crime prevention education, reporting of criminal activity, response to criminal activity, and the safety and welfare of the campus community. These departments include University Police, Residential Education & Housing Operations, Student Activities and Integrative Learning, Student Health Services, and Facilities Management. Since crime awareness and campus security depend largely on personal responsibility and concern for others, crime prevention and education efforts must be assumed by all members of the UNC Asheville community.

This report focuses on several important issues relating to criminal activity such as:

1. Reporting an incident or offense;
2. The proactive measures taken to respond to criminal activity; and
3. The preventative measures taken to deter criminal activity. Many university policies are summarized in this report and collectively, these policies serve as the basis for UNC Asheville's crime prevention efforts. The texts of these policies may be found in the offices of the particular department or division authoring the policy. In addition, other significant policies of the university are included in the University Police Standard Operating Procedures Manual, Counseling Center Policy Manual, Residents' Handbook, and UNC Asheville Student Handbook.

This report is organized into specific sections as outlined in The Jeanne Clery Act, the Student Right-To-Know and Campus Security Act of 1990, and the Higher Education Amendments of 1992. Each section addresses a specific topic pertaining to the activities and responsibilities required by the Act.

Each year, an e-mail notification is sent to all enrolled students that provides the web site to access this report. Faculty and staff receive similar notifications either by e-mail or through the Human Resources Department.

UNC Asheville University Police is responsible for preparing and distributing this report. We work with many other departments and agencies, such as the Office of the Dean of Students, Citizenship Education and the Asheville Police Department, Buncombe County Sheriff's Department, and Woodfin Police Department, to compile the information. We encourage members of the campus community to use this report as a guide for safe practices on and off campus. It is available on the web at [www.unca.edu/publicsafety/annualsecurityreport2011.pdf](http://www.unca.edu/publicsafety/annualsecurityreport2011.pdf)

For a paper copy of the report, contact University Police at 828.251.6710.

For further information regarding crime statistics on campus, please contact our office at 828.251.6710.

For information regarding crime statistics within the City of Asheville, please contact the Asheville Police Department at 828.252.1110.

For information regarding crime statistics within the County of Buncombe, please contact the Sheriff's Office at 828.255.5555.

## **University Police – About the Department**

Located on University Heights at Vance Hall, University Police is open 24 hours a day, 365 days a year. The telephone number for emergency calls on campus is 828.251.6710. For off campus emergencies, dial 911.

University Police consists of fifteen full-time sworn and certified police officers and six reserve sworn and certified police officers and provides comprehensive law enforcement services. The department also includes five police communications officers and one non-sworn security officer and student patrol workers who provide necessary support services including communications, parking/traffic enforcement and building security.

University Police is committed to supporting UNC Asheville's mission of helping all students realize their full potential. The department's crime prevention activities further this institutional goal by ensuring a safe and secure environment in which students may learn, faculty members may teach and employees may work to provide a broad range of support services. Furthermore, it is the intention of University Police to develop an environment of trust by treating all members of the campus community with dignity, courtesy, and respect.

University Police serves the campus community by providing responsible law enforcement functions in a professional manner. These law enforcement functions include: patrolling, conducting investigations, performing arrests, crime prevention activities, and issuing parking and traffic citations. Such activities enable University Police staff to deter and detect criminal activity, prevent accidents, and to promote a safety conscious attitude, thereby providing the university with a safer and more secure environment. .

## **Our Mission Statement**

As a central part of the university community, the mission of University Police is to maintain a safe, secure and service-oriented environment for all students, faculty, staff, alumni, and visitors.

## **Our Core Values**

### **Community Concern**

We value input from our community and will work alongside community members to meet their needs.

### **Problem Oriented Policing**

Through formal and informal contact with the public, we will work to correct problems which may detract from a person's safety or feeling of security.

### **Respect and Responsibility**

We will treat every member of the community, under similar circumstances, equally and assume responsibility for our actions.

## **University Police Jurisdiction**

University Police was established by the authority vested in the Board of Trustees, and duly certified and sworn officers derive their police powers from North Carolina General Statute 116-40.5. The jurisdiction in which such authority can be exercised includes all property owned, leased or managed by the university; on streets and roadways running adjacent to the campus; or beyond the jurisdiction when in continuous pursuit of offenders who have violated the law within the campus jurisdiction.

## **Interagency Cooperation**

University Police works closely with the Asheville Police Department, Buncombe County Sheriff's Department and Woodfin Police Department. We rely on these relationships for support on several levels. University Police has access to mutual aid and support with these departments, when needed.

## **Emergency Preparedness**

UNC Asheville's need to be prepared for emergencies is ongoing. Through proactive training, drills, and collaborative internal and external partnerships, we work towards ensuring a disaster resilient environment. We are continuing to build a community that is ready and willing to support and protect the campus. Through the National Incident Management System (NIMS), we have developed techniques that support our requirements in emergency operations.

## **Emergency Notification, Response and Evacuation Procedures**

### **Reporting Emergencies**

All members of the UNC Asheville community, including visitors, are encouraged to report on campus emergencies immediately by dialing 828.251.6710 from any telephone or by activating any of the emergency blue light phones on campus.

### **Responsibility for Emergency Response and Notification**

University Police is responsible for providing immediate emergency response to and investigating reports of criminal activity that occurs on property owned, leased or managed by the university. University Police also respond to all other emergencies and support other responding agencies when fire departments, EMS or other emergency personnel are summoned to campus.

Once a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees is confirmed by University Police or others, the campus community will be notified unless University Police, or other officials, determine that issuing such an immediate notification would place the community at greater risk or would compromise efforts to contain the emergency. Any delay in notification will be for as short a time as possible. The initial notifications will be the responsibility of University Police. However, it is recognized that any number of circumstances may cause this responsibility to fall to the Office of Public

Information, the Dean of Students, the Director of Emergency Management, the Vice Chancellor of Student Affairs, or the Chancellor or designee. Additional messages may be released as the incident or situation dictates and as time permits. In situations where the initial notification was made by University Police, the Office of Public Information or the Office of Student Affairs has the responsibility for broadcasting future messages.

University Police has two tools for immediate notification: the PIER text messaging system and an outdoor siren alert system.

The PIER system allows students, staff and faculty to receive text messages over their cell phone advising of emergencies that may endanger people on campus. Every member of the university community is encouraged to enroll in this service.

The outdoor siren alert system is used in extreme emergencies where life is threatened and immediate notification is critical. When the siren sounds, seek shelter immediately.

When the siren is activated in an emergency, it will be followed by messages on the PIER system, campus email and web postings that provide further explanation of the situation.

A public safety alert is issued to the campus community when University Police, the Dean of Students, the Vice Chancellor of Student Affairs, the Chancellor and/or other designated official judges that a crime or incident poses an on-going threat to students and employees.

The university will test the notification systems no less than annually.

## **Evacuation Procedures**

The Chancellor or designee is authorized to order evacuation of the entire campus or major portions of the campus. University Police is authorized to order evacuation of buildings, parts of buildings, or outdoor areas of the campus. The Environmental Health & Safety Officer, the Director of Emergency Management, the Director of Residential Education, the Dean of Students, the Vice Chancellor of Student Affairs, the Director of Facilities Management & Planning, the Vice Chancellor of Finance and Operations or the Provost may authorize evacuation of residence halls or academic buildings.

If an evacuation is ordered for all of or a major part of the campus, the order will include instructions for safe exit from the campus. The full evacuation plan is included in the Emergency Operations Plan.

## **Missing Student Policy**

It is the policy of UNC Asheville to treat all reports of missing students as serious incidents and to investigate such reports completely. This policy and procedure is established to encourage timely reporting of missing students to the proper law enforcement agency by all members of the University community, to assist in locating students who are reported missing, and to comply with federal law.

## Reporting Missing Students

A student may be considered to be “missing” if the student’s absence is contrary to his or her usual pattern of behavior and unusual circumstances may have caused the absence. Such circumstances could include, but are not limited to:

1. Absence from multiple classes;
2. Indicators that the student may be the victim of foul play;
3. Expressed suicidal thoughts;
4. Indicators of drug dependency;
5. Indicators that the student may be in a life-threatening situation or has been with persons who may endanger his or her welfare.

UNC Asheville suggests to all members of the University community that if there is a possibility that a student is missing, consult with University Police as soon as possible.

Any UNC Asheville employee who receives information indicating that any student may be missing must report this information to University Police immediately whether the student is a resident or non-resident student.

All students who believe that a fellow student is missing are encouraged to notify University Police as soon as possible.

University Police will investigate the situation and attempt to locate all resident students (those who live in on-campus facilities). In situations where the student is a non-resident (resides off-campus), University Police 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 University Police to wait 24 hours before reporting to the law enforcement agency with jurisdiction.

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, University Police will notify the Director of Residential Education and/or the Dean of Students. Those officials will notify the Vice Chancellor for Student Affairs.

## Emergency Contact Information

The Office of Student Affairs will establish procedures to assure that, at the beginning of each academic year, all students residing in on-campus housing will be notified:

1. That the student will have the opportunity to identify a contact person or persons whom UNC Asheville will notify within 24 hours of the determination that the student has been determined to be missing by law enforcement;
2. That this contact information will be confidential and will be accessible only to authorized UNC Asheville officials, and it will not be disclosed except to law enforcement personnel involved in a missing persons investigation;
3. For students who are 18 years of age or older, this notification to the designated emergency contact person will be done within but no later than 24 hours after the student is determined to be missing; For students under 18 years of age and not emancipated, UNC Asheville must notify the student’s custodial parent or guardian within 24 hours of the determination that the student is missing and will also notify the student’s designated emergency contact person;

4. That UNC Asheville will also notify the appropriate law enforcement agency within 24 hours of the determination that the student is missing whether or not the student identifies an emergency contact person.

The Office of Student Affairs will develop methods for collection of the emergency contact information and for storage of the information in such a manner that confidentiality can be maintained, but assure that the information will be readily available to law enforcement investigators when needed.

## **Reporting Criminal Actions / University Response**

University Police receives complaints regarding criminal incidents or offenses. Upon receipt of a criminal complaint, a University Police Officer will obtain as much information as possible concerning the incident or offense. This includes interviewing the complainant, and any witnesses or suspects involved. In addition to ensuring the safety and welfare of the complainant, the officer will fully document all information that is received pertaining to the matter. Should University Police require assistance during an investigation or incident, the State Bureau of Investigation, Asheville Police Department, Buncombe County Sheriff's Department, or the Woodfin Police Department could be utilized.

The Department is staffed 24 hours a day, 365 days a year. Individuals may report on campus criminal activity or request emergency assistance by contacting the department at 828.251.6710, or by calling 911. Upon receiving the caller's request, a University Police Officer will respond accordingly or other fire/rescue and medical personnel will be notified and dispatched as needed, along with UNC Asheville personnel.

The University Police communications system is capable of immediate access to other area law enforcement agencies should the need for back-up services arise. In addition, University Police maintains access to the Division of Criminal Information System. This system affords the department the opportunity to immediately obtain regional, state, and national criminal and vehicle information.

## **Confidential Reporting Procedures**

If you are the victim of a crime and do not want to pursue action within the university system or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Director of Public Safety/Chief of Police, or a designee of University Police can file a report on the details of the incident without revealing your identity. 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 university 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.

## **Daily Crime Log**

University Police maintains a Daily Crime Log that records, by the date the incident was reported, all crimes that occur on campus, in a non-campus building or property, on public property or within the department's patrol jurisdiction.

The Daily Crime Log includes the case number, date, time, nature of the offense, location, and disposition of each crime reported to the department. The department posts specific incidents in the Daily Crime Log within two business days of receiving a report and reserves the right to exclude reports from the log in certain circumstances. The Daily Crime Log is available for public inspection at the department's headquarters or at [www.unca.edu/publicsafety](http://www.unca.edu/publicsafety).

## **Timely Public Safety Warnings and Alerts**

Information about crimes or emergency procedures that may be vital to ensuring the safety, health, and welfare of the UNC Asheville community is added to the university web page and published in the campus newspaper, The Blue Banner. A copy of such notices may also be placed in the residence halls, academic buildings, and bulletin boards both indoors and outdoors. Campus wide email will also be used.

In situations where there is a more immediate threat to life, alerts may be broadcast. See the section on "Emergency Notification, Response and Evacuation Procedures" for information on the UNC Asheville alert systems.

All crimes and other situations that may pose a threat to the well-being of members of the university community should be reported to the University Police by phone (828.251.6710) or in person at Vance Hall.

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

University Police and Facilities Housekeeping Staff monitor and secure access to all academic buildings 24 hours a day. For fire and security reasons, police officers and security officers periodically walk through all university buildings. Exterior access doors to all non-residence buildings are checked and secured approximately 30 minutes after closing time. Windows are checked, and any windows found ajar are closed. Buildings are not opened after they are secured except:

1. When the student has a building pass from the department chairperson.
2. When items of importance are left in the building. The officer will then accompany the student.
3. When the student is on an approved list for entry.
4. Faculty and staff may be admitted to buildings in which they work by providing proper UNC Asheville identification.

## **Security of / Access to Campus Residence Halls**

Residence halls are monitored by Community Directors, Resident Assistants and Night Assistants. Each residence hall remains locked 24 hours a day with access controlled by a card access system. From 7 a.m. to 8 p.m. all resident students will have full access to all card accessible doors. From 8 p.m. to 10 p.m. all resident students will have access to all main entrances at West Ridge, South Ridge, Governors Hall, Mills Hall and Founders Hall. From 10 p.m. to 7 a.m. all resident students will have access to only the buildings where they are residents. Students entering Mills, Founders, South Ridge, West Ridge and Governors residence halls between 8 p.m. and 5 a.m. must show a UNC Asheville OneCard (official campus ID). Students living in the Governors Village residence halls must use

card accessible doors at the main entrances to enter 24 hours a day. All visitors entering the residence halls after 8 p.m. must sign in at the reception desk. Visitors may enter with an approved overnight guest pass, or by checking in with a picture ID. A logbook is maintained by residence hall night assistants from 8 p.m. to 5 a.m.

## Residence Hall Fire Safety

### Fire Drills

Fire drills are performed one a semester (twice per academic year) in all UNC Asheville residence halls

### Policies on Portable Electronic Appliances, Smoking, and Open Flames in Residence Halls

Residence halls and resident rooms are arranged for compliance with fire regulations as well as individual comfort. The electrical system is not designed to carry heavy loads of equipment, so be careful in your use of electricity.

Because of an increase in the number of fires associated with cooking in residence hall facilities across the state, and concern on the part of the North Carolina Insurance Commissioner's Office, the following standards have been set for the residence halls at UNC Asheville:

1. **Approved** appliances for these facilities:
  - a. Hot air popper, slow cooker/crock pot, blender, can opener, coffee maker or coffee pot, enclosed and low-heat hot pot, toaster oven, refrigerator, hair dryer, electric razor, radio or stereo, VCR, DVD player, television and microwave oven.
2. **Prohibited** appliances include:
  - a. Toasters, open-coil burner or hot plate, deep fat fryer, hot-oil popper, electric skillet or electric wok, electric griddle or grill, regular toaster, electric hamburger cooker, indoor grill or open broiler, and any high-heat appliance or other appliance capable of heating grease to a burning point.
3. Students are **not** allowed to have personal air conditioners in the residence halls.
4. Refrigerators must be limited to 220 watts of power and must not exceed 10 cubic feet in size.
5. Microwave ovens must be limited to 600 watts of power. The University supplies MicroFridges to each room.

The U.S. Consumer Product Safety Commission has documented over 120 fires and multiple deaths due to the use of halogen lamps. Because of this serious concern about safety in the residence halls, UNC Asheville bans the use of halogen bulbs or lamps in the residence halls.

Residence halls are smoke-free. In accordance with the North Carolina General Administration and the University Smoking Policy, **no smoking is allowed in any part of the residence halls. There are marked designated smoking areas near the residence halls.**

### Fire Evacuation, Safety and Training Policies

Fire drills will be conducted at least once per semester. These drills are for your safety; please take all alarms seriously and follow the procedures in your building as outlined by your Resident Assistant. Failure to evacuate a building when required will result in disciplinary action.

It is unlawful for any student to misuse, tamper with, or otherwise disturb without proper cause, any fire prevention and control equipment including, but not limited to, thermal detectors in the ceilings of University buildings, fire

alarms or fire extinguishers. Any student found guilty of such actions may be immediately evicted from the residence halls, held responsible for financial restitution, and be subject to any sanction imposed by the Student Code of Community Standards. The responsible party may also be subject to prosecution in the local court system.

**In the event of a fire in residence hall:**

- Manually activate the fire alarm by pulling the nearest pull station.
- Immediately evacuate the building using stairways, never elevators.
- If possible, close windows and doors behind you as you evacuate.
- Call University Police:
  - Dial 6710 from a University telephone
  - 828.251.6710 from all other telephones
  - Use Emergency Blue Light telephones
- If caught in smoke, stay low, cover nose with cloth, and crawl to exit.
- Render assistance to persons in need.
- Extinguish the fire if it is no larger than a wastebasket – only if trained.
- Go to a central assembly location at least 1,000 feet from building.
- Tell responding emergency personnel immediately if someone is still in the building.

**Residence Hall Fire Safety Systems**

Residence Hall	Type of System	Fire Drills	Monitored by Simplex Grinnell	Monitored by University Police	Type of System	Sprinkler System	Evacuation Location
Ashe Hall	Simplex 4010	2	Yes	Yes	Wet	Yes	Karpen Lot
Founders Hall	Simplex 4100	2	Yes	Yes	Wet	Yes	University Hall Loading Dock area
Governors Hall	Simplex 4100	2	Yes	Yes	Wet/Dry	Yes	Phillips Lot
Hoey Hall	Simplex 4010	2	Yes	Yes	Wet	Yes	Karpen Lot
Mills Hall	Simplex 4120	2	Yes	Yes	Wet	Yes	University Hall Loading Dock area
Moore Hall	Simplex 4010	2	Yes	Yes	Wet	Yes	Karpen Lot
Scott Hall	Simplex 4010	2	Yes	Yes	Wet	Yes	Karpen Lot
South Ridge Hall	Simplex 4020	2	Yes	Yes	Wet/Dry	Yes	Soccer Field
West Ridge Hall	Simplex 4100	2	Yes	Yes	Wet/Dry	Yes	Soccer Field

## Residence Hall Fires

Residence Hall	Number of Fires, 2010	Date	Cause	Estimated Property Damage	Estimated Content Damage	Number of Injuries	Number of Deaths
Ashe Hall	0						
Founders Hall	1	01/24/10	Arson	\$58,000.00	\$2,000.00	0	0
Governors Hall	0						
Hoey Hall	0						
Mills Hall	0						
Moore Hall	0						
Scott Hall	0						
South Ridge Hall	0						
West Ridge Hall	0						

## Maintenance

Maintenance of all buildings and grounds and general upkeep of residence halls is performed by the Department of Residential Education & Housing Operations maintenance staff and Facilities Management personnel. Such activity includes repair to windows and door locks, maintenance of exterior and interior lighting, trimming shrubbery and trees, and periodic inspection of fire safety equipment and mechanical systems. Maintenance items deemed to present a security hazard are handled on a priority basis. All exterior lighting is checked on a weekly basis by the University Police and a report is submitted to the Facilities Management and Residential Education & Housing Operations departments.

## Campus Crime Prevention / Safety and Security Programs for Students and Employees

University Police provides informational and educational programs on crime prevention and personal safety throughout the year. All crime prevention programs are available to faculty, staff, and students upon request. Programs include drug and alcohol awareness, personal safety, sexual assault prevention, active shooter response and other special topics as requested. Educational materials and brochures are also provided.

Safety and security programs are held in the residence halls, generally within the first month of school, and periodically throughout the academic year. These programs are planned in conjunction with the Office of Housing and Residence Life. University Police also provides, upon request, safety and security assessments of facilities and department operations. A property engraver is also available to the campus community.

At orientation, The Director of Public Safety/Chief of Police and/or the Investigations Sergeant answer questions of concern about safety and security issues, provides an overview to students and parents concerning susceptibility to crime, and provides tips on how to avoid becoming a victim and the steps to take if victimized. They also provide, upon request, educational and informational programs on personal safety, date and acquaintance rape, security issues and other topics of interest.

As a part of their responsibility to the students and employees, all University Police Officers are expected to provide informational assistance to members of the campus community concerning crime prevention. Each officer is aware of the department's expectations of effectively conveying to the public information that will enhance the safety and security of the institution.

## **Monitoring Criminal Activity at Off-Campus Locations**

As needed, University Police provides police and security services to off-campus facilities utilized by the University. Crimes that occur in these facilities while being utilized by the university are counted and disclosed in the annual crimes statistics for the institution.

## **Alcohol and Illegal Drug Policies**

Illegal or abusive use of drugs and alcohol adversely affects the educational environment and interferes with the personal, social and educational goals of an individual. UNC Asheville's Drug and Alcohol Abuse Policy emphasizes addressing the problem of substance abuse through education and, where appropriate, through institutional disciplinary action or criminal prosecution. Pursuant to the direction of the Board of Governors, the UNC Asheville Board of Trustees has adopted a policy on illegal drugs. All students, faculty members, administrators, and other university employees are responsible for being familiar with, and complying with, the terms of this policy.

The policy provides that all members of the university community are responsible for knowing about and complying with the provisions of North Carolina law that make it a crime to possess, sell, deliver, or manufacture those drugs designated as "controlled substances" by Article 5, Chapter 10, of the North Carolina General Statutes. Any member of the university community who violates the law may be subject to both criminal prosecution and disciplinary action by the institution.

The UNC Asheville Counseling Center provides a Drug Education and Prevention Program, and offers counseling and referral for community treatment and support services. In addition, it sponsors annually a Drug and Alcohol Awareness Week, and provides classroom and residence hall presentations and forums. The State Employees' Assistance Program provides free and confidential assessment, counseling, consultation, and referral service for all employees and their family members.

University Police provides drug and alcohol awareness programs to the residence halls. The Student Health Service provides short-term counseling and referral in cooperation with the Counseling Center. Drug and alcohol information is also included in the curriculum of selected Health and Fitness classes. The Athletics Department provides drug and alcohol abuse seminars for all student athletes and coordinates random drug testing as required by the University of North Carolina system.

Disciplinary proceedings against any member of the university community who has a substance abuse problem will be initiated when the alleged conduct is deemed to affect the interests of the university or welfare of the individual. All disciplinary action imposed against university employees will be in accordance with the policies and procedures outlined by the State Personnel Act of North Carolina. Disciplinary action imposed against students will be in

accordance with sanctions outlined by the university Student Code of Conduct. Students and employees who are experiencing substance abuse problems are encouraged to take advantage of the resources offered by the university.

## **Sexual Assault Policy Statement**

UNC Asheville recognizes the importance of assisting students who are victims of sexual assault in regaining a sense of their personal dignity and control of their lives, and by providing guidance relative to future decisions. Sexual offenses, and concern about potential offenses, obstruct the working and learning conditions which are valued and desired aspects of a university environment. The psychological damage created by a sexual assault continues long after the physical trauma has ended. No form of sexual offense will be tolerated or condoned at UNC Asheville.

It should be noted that excessive use of alcohol and other drugs often precedes many incidents involving a sexual assault. Use of these substances may interfere with one's capacity to either consent to or refuse sexual activity. Use of these substances may also interfere with an individual's judgment regarding sexual aggression. The use of alcohol or other drugs, however, does not diminish personal responsibility for behavior that is socially unacceptable or aggressive. It is for this purpose that several UNC Asheville departments have collaboratively developed policies and procedures for responding to the needs of students who are victims of a sexual assault.

## **If You or Someone You Know is Sexually Assaulted**

If you have been raped or sexually assaulted (including acquaintance rape, non-forcible rape) you should:

1. Go to a safe place.
2. Do not wash, douche, brush your teeth, change clothes or even comb your hair. Do not disturb anything in the area where the assault occurred. This evidence is extremely important if you decide to prosecute.
3. Report the crime to University Police or other appropriate law enforcement agency. Reporting the assault does not mean that you have to prosecute. You may decide to file an anonymous report, or you may wish to file a confidential report to a counselor or other health professional in the Counseling Center or the Health Center.
4. University Police assistance is available 24 hours a day to help arrange the following important services:
  - a. Emotional support through the Rape Crisis Center, a friend or family member.
  - b. Immediate medical attention and evidence collection at the nearest hospital emergency room. [If the assault is reported within 72 hours, Rape Victim Assistance will aid with the medical bill. You may have injuries you don't know about. They can provide you with information and treatment for pregnancy and sexually transmitted diseases. A rape victim advocate can be present with you during your examination.]
  - c. Follow up counseling through the Counseling Center and the Rape Crisis Center. All cases are handled confidentially

## **Educational Programs**

Educational programs pertaining to the prevention of sexual offenses are provided by the Counseling Center, University Police, Student Health Services, and Office of Residential Education & Housing Operations. Programs

are often supported by community agencies. Individuals interested in arranging or attending a program should contact one of the offices listed.

## **Procedures to Follow if a Sexual Offense Occurs**

The following departments are responsible for responding to victims of sexual assault and for providing the necessary assistance in keeping with department protocol: the Counseling Center, University Police, Student Health Services, and Office of Residential Education & Housing Operations. Students may request a copy of each department's Sexual Assault Response Plan. In addition to offering a range of services for victims of sexual assault, staff members of each department are on hand to inform students about other community assistance programs which complement university services. Anyone who has been the victim of a sexual assault should immediately contact one of the departments listed. Once a personal request for assistance has been made by a victim of a sexual assault, the primary concern of the person responding should be that of support. The following procedures should be used when offering initial assistance to the victim of a sexual assault:

1. Calmly maintain a supportive and listening posture at all times.
2. Determine the location of the victim and, if possible, the whereabouts of the perpetrator.
3. Determine whether the victim is now safe or is injured and if medical assistance is needed.
4. Determine what type of help the victim would like to have. For example, does the victim want law enforcement assistance, counseling assistance, or wish to visit the hospital. Offer these options to the victim in an attempt to build trust and support.
5. Politely suggest that the victim consider visiting the hospital for a check-up before bathing, washing, or cleaning any body parts, or before changing clothes or disposing of any other evidence that may be valuable in apprehending the suspect.
6. As soon as the victim indicates a willingness to accept assistance, attempt to contact and request the assistance of a response person (police, counselor, friend, or family member).
7. Offer unconditional support to the victim by staying on the telephone or by accompanying the victim to the hospital.

## **Option to Notify Law Enforcement Authorities**

Any victim of a sexual assault has the right to file a complaint with the law enforcement authorities. If the sexual assault occurred on campus, then the victim should immediately notify University Police. If the sexual assault occurred off campus, then the incident should be reported to the appropriate law enforcement agency.

University Police will provide complete assistance to victims wishing to file a complaint in another jurisdiction. The victim should be encouraged to preserve all evidence, not wash or otherwise cleanse any body parts, remain in the clothes worn during the assault or retain all clothing worn during the assault, and not disturb anything in the location where the assault occurred. If possible, the victim should remain in the general area until the police arrive.

## **Sexual Offense Disciplinary Procedures**

The UNC Asheville student disciplinary system responds to all violations of the Student Code of Conduct at the referral of the Vice Chancellor for Student Affairs; therefore, the disciplinary system will respond to all violations of sexual offenses, forcible or non-forcible, that are campus inclusive. Any UNC Asheville student, staff, or faculty member may file a report against a student of the university community based on violations of the Student Code of Conduct. Complaints should include specific details of the incident, time, date, location, people and addresses

involved, and witnesses' names and addresses. This report should be given to the Director of Public Safety/Chief of Police and Vice Chancellor for Student Affairs.

If it is decided that the university should handle the case, the incident will be referred to the Student Conduct Committee and will be handled via the established student disciplinary procedures outlined in the Student Code of Conduct of the Student Government Association and approved by the Chancellor. Both the alleged victim and the alleged perpetrator will:

1. Be informed of the hearing date and time;
2. Be entitled the same opportunity to have others present during campus disciplinary proceedings;
3. Be entitled to hear the information given from the opposite party; and
4. Be informed of the entire outcome of the hearing, including the finding and any sanctions imposed.

### **Sexual Offense Possible Sanctions**

The Division of Student Affairs is structured on the premise of student development; therefore, it is important that the result of any disciplinary sanctions applied is positive and growth-oriented. In an effort to help students take responsibility for their actions with regard to sex offenses, any of the following sanctions may be applied: judicial or administrative reprimand, general or specific probation, suspension, expulsion, work/educational assignment, area relocation, and exclusion from on-campus residency. These sanctions are outlined in the Student Code of Conduct, which is printed in its entirety in the UNC Asheville Student Handbook and distributed to students in the fall of each year.

### **Services for Victims of Sexual Assault**

Services for victims of a sexual assault are offered both on and off campus. The Counseling Center provides counseling to students who are victims of any sexual offense, and also provides referrals to community resources. The Counseling Center also assists students in notifying proper authorities if the student chooses. Student Health Services provides medical information and referrals to community agencies. Student Health Services also assists students in notifying proper authorities if the student so chooses. The Office of Student Affairs, in conjunction with Academic Affairs, will make every reasonable effort to assist the victim of a sexual assault by providing options for changing living or academic conditions.

### **Sex Offender Registration**

In accordance to the “Campus Sex Crimes Prevention Act” of 2000, which amends the Jeanne Clery Act, the University Police is providing a link to the North Carolina State Bureau of Investigation’s Sex Offender Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a state concerning registered sex offenders may be obtained.

Follow the link below to access the North Carolina Sex Offenders and Public Protection Registry:

<http://sexoffender.ncdoj.gov/>

## Annual Crime Statistics

The following information is required to be reported to the U.S. Department of Education in compliance with the Jeanne Clery Act:

Criminal Offenses - On Campus	2008	2009	2010
Murder / Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offenses - Forcible	0	3	3
Sex Offenses - Non Forcible	0	0	0
Robbery	1	1	0
Aggravated Assault	1	1	1
Burglary	6	12	13
Motor Vehicle Theft	0	0	0
Arson	0	0	1

Criminal Offenses - In Residence Halls	2008	2009	2010
Murder / Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offenses - Forcible	0	3	3
Sex Offenses - Non Forcible	0	0	0
Robbery	1	0	0
Aggravated Assault	1	1	1
Burglary	3	12	13
Motor Vehicle Theft	0	0	0
Arson	0	0	1

Criminal Offenses - Non Campus*	2008	2009	2010
Murder / Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offenses - Forcible	0	3	0
Sex Offenses - Non Forcible	0	0	0
Robbery	0	0	0
Aggravated Assault	0	3	0
Burglary	0	3	1
Motor Vehicle Theft	0	0	0
Arson	0	0	0

\* Non Campus refers to property owned by the university but is located off the main campus.

<b>Criminal Offenses - Public Property*</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Murder / Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offenses - Forcible	0	0	0
Sex Offenses - Non Forcible	0	0	0
Robbery	1	3	0
Aggravated Assault	0	5	3
Burglary	0	3	0
Motor Vehicle Theft	2	0	1
Arson	0	0	0

\* Public property is property not owned by the university but is immediately adjacent to the university. Statistics for these crimes are provided by other local law enforcement agencies.

<b>Arrests - On Campus</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Illegal Weapons Possession	2	1	0
Drug Law Violations	8	16	10
Liquor Law Violations	21	17	7

<b>Arrests - In Residence Halls</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Illegal Weapons Possession	0	0	0
Drug Law Violations	3	9	6
Liquor Law Violations	4	9	1

<b>Arrests - Non Campus*</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Illegal Weapons Possession	0	0	0
Drug Law Violations	0	1	1
Liquor Law Violations	0	1	1

\* Non Campus refers to property owned by the university but is located off the main campus.

<b>Arrests - Public Property*</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Illegal Weapons Possession	0	0	0
Drug Law Violations	1	3	1
Liquor Law Violations	2	0	0

\* Public property is property not owned by the university but is immediately adjacent to the university. Statistics for these crimes are provided by other local law enforcement agencies.

<b>Disciplinary Actions/Referrals On Campus</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Illegal Weapons Possession	2	2	0
Drug Law Violations	39	43	41
Liquor Law Violations	75	65	64

Hate Offenses - On Campus	2008	2009	2010
Murder / Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offenses - Forcible	0	0	0
Sex Offenses - Non Forcible	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Simple Assault			0
Larceny - Theft			0
Intimidation			0
Destruction / Damage / Vandalism of Property			0

Hate Offenses - Public Property*	2008	2009	2010
Murder / Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offenses - Forcible	0	0	0
Sex Offenses - Non Forcible	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Simple Assault			0
Larceny - Theft			0
Intimidation			0
Destruction / Damage / Vandalism of Property			0

\* Public property is property not owned by the university but is immediately adjacent to the university. Statistics for these crimes are provided by other local law enforcement agencies.

### How we compile these statistics:

University Police collects crime statistics through a number of methods. University Police Officers enter all reports of crime incidents made directly to the department through a computerized reporting program and data base called Police Pak. After an officer enters a report into Police Pak, a department supervisor reviews the report to ensure it is appropriately classified in the correct crime category. The department periodically examines the data to ensure that all reported crimes are recorded in accordance with the crime definitions outlined in the FBI Uniform Crime Reporting Handbook.

Statistics for crimes that occur on public property adjacent to any campus owned property are collected annually from other local law enforcement agencies. These agencies are sent a letter outlining specifically what statistics are being requested of them to help ensure accurate reporting.

### **Emergency Telephone Numbers**

University Police - 828.251.6710

Health Services – 828.251.6520

Counseling Center - 828.251.6517

Facilities Management – 828.251.6564

Fire and Emergency - 9-911

TDD Users - 9-911