

# Campus Security and Fire Safety Annual Report



**Wingate University**  
*2011*

*Federal law currently requires all institutions receiving federal funds including scholarships to publish for its students, prospective students, and employees the following information:*

Wingate University publishes this report in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (as amended in October 1998). The Clery Act requires eligible institutions to prepare, publish and distribute an annual security report containing specific information about campus safety policies and campus crime statistics. Wingate University Campus Safety Department is responsible for preparing and distributing this report in accordance with the Clery Act. Campus Safety works with other departments on Campus and in the area to compile the information required for this report. The Office of Residence Life has been a key contributor in the preparation of this report, and has provided critical information concerning safety policies and on-campus statistics for inclusion of this report. The Wingate Police Department also provides information for disclosure in this report. We encourage all members of the Wingate University community to use this guide for safe practices on and off-campus. It outlines campus policies and provides important safety and crime prevention tips.

Wingate University intends on being as safe as any institution of higher education can be. Safety and security are encouraged by a force of 1 Full-time Chief of Campus Safety, 7 Campus Safety Officers, good campus lighting, blue light call boxes and a 24 hour presence on campus by The Department of Campus Safety and/or The Office of Residence Life.

**WINGATE UNIVERSITY CAMPUS SAFETY:** Wingate University Campus Safety works as a liaison between Wingate University and any emergency response agency that would respond to the campus. Campus Safety is responsible for answering calls for service and assisting students in any area possible. Campus Safety works closely with Wingate Police and the University has provided the Police Department with a cell phone for a number of years for immediate communication between the two departments. Wingate is a small enough town and university for both departments to work with each other on a daily basis. Campus Safety Officers are not sworn officers but many have law enforcement or security experience. The sense of family and community at Wingate University is an asset to students, faculty, staff, and guests. That closeness of a family environment brings a feeling of safety, however this is not a substitute for wise decision making regarding personal safety. The most dangerous assumption that any person can make is that crime will not happen to him or her personally. Through education and awareness, we can protect and create a safe environment for ourselves and the University community.

## Safety Tips

- **Be aware** of what's happening near you.

Protect yourself in these practical ways:

- **Never** walk or jog alone. At night stay in well-lit areas and walk with a companion. Walk with confidence.
- **Do Not** prop open self-locking doors.
- **Lock** the doors and windows in residence rooms and keep track of keys.
- **Keep** money and jewelry in a safe place, not out in the open.
- **Trust Your Instincts.** If you feel you are in danger, move toward a place where there are other people, call Campus Safety at 704-233-8999.
- **Do not carry weapons.** They are illegal on campus and can be used against you by a potential attacker.
- **Follow the instructions** and safety regulations given to you by residence assistants and residence directors.

## Reporting an Emergency on Campus

In the event of any criminal act or other emergency, call **9-911** to contact the Union County Communication Center. Describe the situation and give your location. The dispatcher will send the appropriate ambulance, fire, or police personnel. You should also contact the Campus Safety Office at once by calling 704-233-8999.

Seven direct 911 phones are located in central areas of campus. In the case of an emergency, students can use one of these phones to contact the Union County Communications Center.

**CRIME REPORTS:** Members and guests of the Wingate University community can report crimes to an emergency operator directly (9-911, on-campus) or call (704) 233-8999 for Campus Safety who will immediately call Wingate Police Department on their Wingate University supplied cell phone. Where extenuating circumstances exist, students may report crimes to the Office of Camus Safety, Office of Residence Life or to the Resident Director on duty by dialing (704) 233-8999. Confidential crime reporting is possible by telling Campus Safety or Residence life that you, as the caller, would like to remain un-named.

*Wingate University strongly encourages students, faculty and staff to contact Campus Safety or Residence Life if they have reason to believe that persons are trespassing , soliciting or contemplating/undertaking criminal activity. Campus Safety or Residence Life will investigate such complaints and alert Wingate Police Department if deemed necessary.*

## **Reporting a Crime or Other Problems on Campus**

If you discover a crime or other problem on campus, which is not an emergency, but which involves a criminal act or violation of University rules as outlined in the published handbook, it is important to report this incident to one of the following:

Wingate Police Department	704-233-1697 or 911
Campus Safety	704-233-8999
Dean of Student Affairs	704-233-8242
Assistant Dean of Student Affairs/ Director of Residence Life	704-233-8247
Wingate University Switchboard/After Hours	704-233-8000

In compliance with federal regulations Wingate University maintains the following security records:

Campus Safety Log Book - The Campus Safety Log Book is maintained in the Campus Safety Office. It is the record of all security activity including day, date, time and nature of call. This log is emailed to various Administrators across Campus on a daily basis.

Incident Reports - Incident reports are a separate report of exceptional incidents not routinely reported in the daily report. It is distributed in the same manner as the daily report.

## **Response to Reports of Criminal Conduct**

All reports of criminal conduct will be referred to and/or investigated by University personnel. Disciplinary action against students and staff involved in such conduct may also be taken in accordance with University policy.

## **Awareness and Education Programs**

The University holds seminars on personal safety issues including substance abuse, security, and crime prevention practices each year. These seminars are publicized through campus publications and announcements including posters and memos.

Emergency information and crime prevention material is posted on campus during the school year and safety information is regularly displayed throughout classroom buildings, residence halls, apartments, and other campus facilities. In addition, the University promptly informs all members of the community if an incident takes place, which requires increased safety practices.

At the beginning of each academic year, Campus Safety and the Office of Residence Life meets with all incoming students to discuss campus safety and security. Campus Safety, also, makes available copies of our Crisis and Emergency Plan to all new faculty/staff members.

Wingate participates in National University Alcohol Awareness Week each fall and maintains an on-going substance abuse program for students who violate the University's alcohol policy.

### **Crisis Management Team**

We have in place a Crisis Management Team (CMT) comprised of the President, Executive Vice President/CFO, Vice President/Athletic Director, Vice President of Resource Development, Vice President of Academic Affairs, Vice President of Student Life and Enrollment, Dean of Student Affairs, Dean of School of Pharmacy, Director of Marketing and Communications, Associate Vice President for Business, Chief of Campus Safety, and the external specialists, Union County Sheriff's Office and Wingate Police Department.

The CMT is responsible for assessing each emergency situation, creating an action plan, and deploying the appropriate resources and personnel.

We have a Crisis and Emergency Plan which details our procedures for classifying the type of emergency and appropriate response to that emergency. This is distributed to all faculty and staff.

Students, faculty, and staff are provided with contact information and instructions on reporting emergencies that may require mass notification and/or evacuation.

**EMERGENCY MASS NOTIFICATION SYSTEM:** A Wingate Administrator will release information necessary to warn the campus of crimes or events, on or off campus, considered to be a potential threat to students, faculty, and staff. Wingate utilizes two resources to notify the campus community of an emergency. One resource is the Campus Siren System that sounds two sirens from different ends of Campus. The siren has two notifications: an Emergency Weather Tone (rise and fall tone) for weather related emergencies and the siren has an Emergency Incident Tone (solid, single note tone) which signifies immediate lockdown. Our next procedure is to immediately follow the Siren System with a message from the Alert Now Messaging System. This allows certain administrators to send either voice or text messages concerning a situation to all students, faculty, staff and parents of students. The decision to set off the Siren System and send out an Alert Now Message is made from the Executive Vice President, the Associate Vice President of Business, Chief of Campus Safety, or the Director of Residence Life. With these two resources, Wingate University can quickly and accurately spread information regarding a situation regarding the campus community.

The University's means of communication during an emergency situation includes the following. Not all of these communication methods are always employed. The communications method used would depend on the type of emergency:

- Cell-Phone Text/Voice Messaging
- Siren System
- All Campus Email Alerts
- University Website
- Public Media (TV, Radio, News Websites)
- Direct on-foot and in-person Notifications

The Campus Siren System is tested on a regular basis along with Alert Now Message. If deemed necessary to evacuate the campus, our external specialists on the CMT will notify us of the proper evacuation procedure.

**ACCESS TO CAMPUS FACILITIES:** Students have access to public areas of campus, except where they have been excluded for disciplinary reasons or when the buildings are officially closed. Students have access to rooms in their residence halls during their period of assignment, except where they have been excluded for disciplinary reasons or when the buildings are officially closed to all students. Access to authorized areas will be accomplished by using a university-issued ID Card or room key.

**AUTHORIZED ENTRY:** Authorized individuals may enter student rooms for purposes of routine maintenance, housekeeping, inspection or search. These individuals include, but are not limited to, Residence Life Staff, maintenance and housekeeping personnel, Campus Safety Officers, University Officials, health inspectors, and fire inspectors.

**Room Inspection:** In order to encourage health and safety, student's rooms will be inspected monthly by a member of Residence Life. If, in the process of a room inspection, anything is found that suggests violation of University policies or legal statutes, items will be seized and disciplinary actions may result. In the event of students being under 21 and having possession of alcohol, this possession will be considered an illegal substance on campus and will be in violation of University Policy.

## **The Wingate University Sexual Misconduct Policy**

The University encourages students to immediately report any incident of rape, sexual assault, or any sex offense that occurs on campus.

### **University Sexual Assault Policy**

A victim of rape or sexual assault is strongly encouraged to report the incident to University Campus Safety, the Wingate Police Department, or other law enforcement agencies for her or his own protection and that of the University community. Reports should be made as soon as possible. Any member of Wingate University who believes he or she has been raped or sexually assaulted is encouraged to seek support and get immediate help (*emergency and non-emergency contact numbers are supplied below*). Wingate University will try to accommodate the needs of victims of alleged sexual assaults. When requested by the alleged victim, and when reasonably available, changes in a student's academic and living situations will be made.

Wingate University offers preventative programs that are coordinated through the Office of Student Affairs and Wingate 101 programs. Some of these programs include, but are not limited to, informational sessions, and awareness topics and tips. The Sexual Misconduct Policy is available in the Office of the Dean of Student Affairs.

If you or someone you know has been assaulted please utilize the following numbers to obtain assistance:

- Campus Safety 704-233-8999
- Campus Ministries 704-233-8026
- Student Health 704-233-8102
- Residence Life 704-233-8245
- Counseling Services 704-233-8246
- Wingate Police Department 704-233-1697 or 911
- Carolinas Medical Center - Union 704-283-3100
- Rape Crisis 704-283-7770
- Dean of Student Affairs 704-233-8242
- Director of Academic Resource Center 704-233-8266
- Director of Residence Life 704-233-8247

All reported information will be held confidential on a need-to-know basis in accordance with Wingate University policy based in FERPA.

Students decide whether or not to file charges against their assailant. If the student chooses, the University employee to whom the report is filed will assist in communicating with the proper authorities. No action will be taken without the student's consent. A rape or sexual assault may be reported anonymously. If the student is unsure about whether or not to bring criminal charges against their assailant, keep in mind that if an assailant remains at large, there is further danger for themselves and other members of the community.

If a student is raped or sexually assaulted, it is important to preserve evidence that may be necessary to prove criminal sexual assault. If the student has been raped or sexually assaulted, they should not bathe, shower, or change clothes. By doing any of these, they may destroy important evidence that is crucial in the event they decide to prosecute. Students should go to the hospital to be examined and cared for, as well as seek support from staff members.

### **University Disciplinary Proceedings**

In addition to possible criminal proceedings and penalties, a student who is accused of a sexual offense is subject to disciplinary action and sanctions imposed by Wingate University. In all proceedings concerning allegations of a sexual offense, the University's disciplinary action shall follow the procedures set forth in the Student Handbook under the Procedures for Non-Academic Violations of the Honor Code. In every case, the accuser and the accused are entitled to the same opportunities to have others present during the University disciplinary proceedings; and they shall be informed of the outcome of any campus disciplinary proceedings. Appropriate sanctions will be applied as a result of the disciplinary process.

Employees should report sexual offenses to their immediate supervisor. Employees may, also, report such incidents to the Executive Vice President/CFO.

### **Counseling and Assistance for Victims**

Many services are available to victims of rape and sexual assault, and you are encouraged to use all of them.

On-campus counseling is available through the Office of Counseling (8246). To learn more about the counseling center available through the University, students may consult the Counseling Center, the Associate Dean of Student Affairs, the Campus Minister, or the Residence/Area Directors by calling 8241.

At the student's request, Wingate University will work with the victim of a rape or sexual assault to change the student's academic or living situation, if the changes are reasonably available. There is, also, a Rape Crisis Center available in Monroe, North Carolina, which can be contacted at 704-289-1591.

### **Awareness of Sexual Assault**

The University sponsors seminars on personal safety issues including sexual offense, rape, sexual assault, and date rape. These seminars are publicized through campus publications and announcements, including posters and memos. Other programs and facilities for crime prevention are discussed in the "Awareness and Education Programs" portion of this publication.

### **Wingate Police Department**

Campus Safety Officers are employees of Wingate University and do not have arrest authority. All Wingate Police are sworn by the Town of Wingate and assisted by the Union County Sheriff's Office, provide ongoing support to the University community through mutual aid agreements.

### **Campus Safety and Awareness**

Campus Safety follows these standards concerning facility access:

- The main entrance of the women's residence halls are checked to be certain they are completely shut when patrolling in the area.
- Identification in the form of a University ID card or other identification from individuals on campus may be requested.
- Campus Safety inspections of rooms or buildings outside normal working hours may be conducted to determine if such areas are properly locked.
- The Campus Safety coordinates with local law enforcement officials in the monitoring and recording of criminal activity engaged in by students off-campus.

### **Alcohol and Controlled Substance Policy**

The possession, sale, transportation, manufacture, distribution, and/or use of controlled substances (illegal drugs) are strictly prohibited and are a violation of North Carolina and federal law. The possession of drug paraphernalia is prohibited and is a violation of state law. Moreover, in North Carolina, it is against the law for a person under the age of 21 to possess or use alcoholic beverages, and it is a further violation of the law to purchase alcoholic beverages for a person under 21 years of age. Use of a false identification to obtain alcoholic

beverages is a violation of state law.

Violation of these rules concerning alcohol and controlled substances may result in a Community Standard's violation from the University. Wingate University cooperates with all law enforcement agencies as it relates to alcohol and controlled substances.

### Campus Statistics

In compliance with the Student Right-to-Know and Campus Security Act, Wingate University keeps records of all incidents listed in that Act in order to provide that information to all students and employees of the University each September, and upon request to any prospective student or employee.

The statistics below show all reported crimes in their categories, as previously defined.

Criminal offense	Total Criminal offenses on campus			Off Campus		
	2008	2009	2010	2008	2009	2010
a. Murder/Non-neligent manslaughter	0	0	0	0	0	0
b. Sex offense-Forcible	0	1	3	0	0	0
c. Sex offense-Non-forcible(Include only incest and statutory rape)	1	0	3	0	1	0
d. Robbery	0	0	0	0	0	0
e. Aggravated assault	0	0	0	0	0	0
f. Burglary	9	18	9	0	0	0
g. Motor vehicle theft	0	1	5	0	0	0
h. Arson	0	1	0	0	0	0
i. Simple assault	0	0	0	0	0	0
j. Larceny-theft	0	0	0	0	0	0
k. Intimidation	0	0	0	0	0	0
l. Destruction/damage/vandalism of property	0	0	0	0	0	0
m. Negligent manslaughter	0	0	0	0	0	0
n. Hate Crimes	0	0	0	0	0	0

## Arrest on Campus

Law Violation	Total arrest on campus			Off Campus		
	2008	2009	2010	2008	2009	2010
a. Illegal weapons possession	0	3	1	0	0	0
b. Drug law violations	2	0	6	2	0	0
c. Liquor law violations	0	1	3	1	0	0

## Disciplinary Actions- On Campus

Law Violation	Number of persons referred for Disciplinary Action on campus			Off Campus		
	2008	2009	2010	2008	2009	2010
a. Illegal weapons possession	1	1	0	0	0	0
b. Drug law violations	7	2	3	0	0	0
c. Liquor law violations	178	106	80	0	0	0

## Definitions of Crime Categories

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

**Robbery:** The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force Or threat of force or violence and/or by putting the victim in fear.

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

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

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle, including joyriding and all other cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned.

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

**Drug Abuse Violations:** Violations of State and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (demerol, methadones); and dangerous nonnarcotic drugs.

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

**Hate Crimes:** The criminal offenses of murder, non-negligent manslaughter; forcible rape; aggravated assault, simple assault, intimidation; arson; and destruction or vandalism of property that manifest evidence of prejudice based on race, religion, sexual orientation or ethnicity, as prescribed by the Hate Crimes Statistics Act (28 U.S.C. 534).

**Sex Offenses --Forcible:** Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against

the person's will where the victim is incapable of giving consent.

**Sex Offenses - Nonforcible** Unlawful, nonforcible sexual intercourse (incest and statutory rape)

*Numbers You Should Know...*

**Emergency Contact Information**

Union County Communications Center	9-911 or 704-289-1591
Wingate Police Department	704-233-1697
Campus Safety	704-233-8999

**Student Services and Programs**

Academic Resource Center	704-233-8269
Office of Student Affairs	704-233-8241
Counseling Services	704-233-8246
Student Government Association	704-233-8970
Academic Advising/Freshman Experience (Wingate 101)	704-233-8266
Career Services	704-233-8249

**Resident Director on duty**

Cannon Residence Hall	704-290-7769
Helms Residence Hall/Alumni Residence Hall	
Watson Village Apartments	
Jefferson at Wingate	
University Place Apartments	

**IDENTIFICATION CARDS:** All students must carry their university issued ID cards at all time. This gives students the ability to enter certain buildings, check out books from the library and to use dining membership. Identification is required to be shown when a law enforcement officer or University official requests. Non-compliance will result as a violation of the Code of Community Standards.

**LIABILITY:** Although the University seeks to protect the property of members of the Wingate Family, the University cannot be responsible for property that is lost, stolen, or damaged by accident, by nature or by others. Wingate does recommend that serial numbers of valuable items be recorded and kept in safe place and valuables in a vehicle be hidden from plain sight.

**OFF-CAMPUS ACTIVITY:** Although the University is not in a position to police off-campus activities, it should be understood that any persons or organization who/which violates University regulations or legal statutes of federal, state or local agencies is liable. Moreover, any person who aids or abets another in violating University regulations or legal statutes may be liable not only for aiding or abetting, but, also, for personal injuries or property damages resulting from such violations. Such action may include being held accountable through the Code of Community Standards.

**RESIDENCE HALLS:** All external doors to residence halls should remain closed and locked at all times, except for legal entry. Both on and off-campus visitors to residence halls must be escorted throughout the hall by a resident.

**SAFETY AND SECURITY PRECAUTIONS:** Students are expected to contribute to campus safety and security by being proactive. The University asks students to:

- Report suspicious activity
- Confront friends and acquaintances who violate security doors or fire safety devices by talking with them directly or by asking staff to do so.
- Confront friends and acquaintances who are involved in aggressive behavior or criminal activities either by directly talking to them or asking staff to do so.
- Keep doors and windows in your room locked when room is not occupied.
- Call 911, 9-911 or 704-233-8999 if someone is believed to be engaging in any criminal activity.
- Engrave initials on valuable property and keep records of serial numbers.
- Park vehicles in designated areas and lock valuables in trunk or out of plain sight.

**MISSING STUDENTS PROTOCOL:** The Division of Student Life may receive information regarding students who are reported, missing by persons of interest, including family, friends, faculty, and other staff members. In an effort to ensure that these reports are given the appropriate attention and investigation, the University will enact the following process:

**Any reports of students missing should be directed to the Office of Residence Life.** All reports made after hours should be directed by Housing Assistants and Resident Directors to the On-call professional staff member. A member of the On-call professional staff in Student Life will initiate protocol, and attempt to contact the student. This staff member will gain as much information as possible concerning the individual, and those who might have further information, in order to generate a comprehensive Missing Person Incident Report. At that point, a member of the Residence Life Staff will immediately notify the Wingate Police Department and the Office of Campus Safety. If the student is under 18 and not an emancipated minor, the University will immediately contact the student's parents or guardians and emergency contact designee after determining the validity of the Missing Persons Incident Report, and in concert with the Wingate Police Department.

In consultation with the Wingate Police Department and University Campus Safety, the University will continue to investigate the report, which may include the following practices:

- Contacting those indicated to be friends or associates who could provide important information regarding the missing student's whereabouts
- Using all available means of communication to attempt contact with the missing student
- Searching the missing students room or apartment for information
- Utilizing University resources (i.e. Card swipes, meal exchanges, etc.) to gain information

If the missing student is contacted, they will be instructed to contact the individuals who brought the report forward. The On-call professional will facilitate informing all involved individuals as to the conclusion of the process.

**SECURITY PERSONNEL:** Trained security officers employed by the University seek to maintain the safety and security of persons and property on campus. These Officers respond to calls for service and assistance from students, faculty, and staff. Calls range from escorting callers to vehicles, assisting with automotive issues, and handling after hours maintenance issues. Reports are filed on all activity from a shift. These reports are typed and emailed out daily by the Chief of Campus Safety to a group of Administrators around the Campus community.

**SEXUAL ASSAULT:** A victim of rape or sexual assault is strongly encouraged to report the incident to University Campus Safety, the Wingate Police Department, or other law enforcement agencies for her or his own protection and that of the University community. Reports should be made as soon as possible for the preservation of evidence. Any member of Wingate University who believes he or she has been

raped or sexually assaulted is encouraged to seek support and get immediate help. Wingate University will try to accommodate the needs of victims of sexual assaults. When requested by the alleged victim, and when reasonably available, changes in a student's academic and living situation will be made.

Wingate University offers preventative programs that are coordinated through the Office of Student Affairs and Wingate 101 programs. Some of these programs include, but not limited to, information sessions, educational programs and awareness campaigns. A copy of the Sexual Misconduct Policy is available in the Office of the Dean of Student Affairs.

If someone you know has been assaulted, please utilize the following numbers to obtain assistance:

Campus Safety - 704-233-8999

Student Ministries - 704-233-8026

Student Health - 704-233-8102

Residence Life - 704-233-8245

Counseling Services - 704-233-8246

Wingate Police Department - 704-233-1697 or 911

Carolinas Medical Center – Union – 704-283-3100

Rape Crisis – 704-283-7770

**Identification of Registered Sex Offenders:** Information descriptive of registered sex offenders in North Carolina may be secured at <http://sexoffender.ncdoj.gov/search.aspx>. The North Carolina Sex Offender and Public Protection Registry describe the sex offender registration requirements and allows online searches of the Registry.

## **ALCOHOL AND CONTROLLED SUBSTANCES POLICY:**

**General Policy:** Wingate University prohibits the possession or consumption of alcohol under the age of 21 and illicit drugs by students, faculty, and staff either on University property or at any University-sponsored activities. This prohibition extends to activities sponsored by groups or organizations related to the University; and it extends to off-campus professional activities, including professional conferences, where attendance by faculty, staff, or students is sponsored, wholly or in part, by the University or by organizations related thereto. Furthermore, the University reserves the right to discipline members of the University community who, in other situations, whether on or off campus, are found to be in violation of federal, state, and local laws related to the use of controlled substances.

## **DEFINITIONS:**

### **Possession or Consumption of Alcohol**

*Definition: Any use, possession, or consumption of alcoholic beverages, and public drunkenness.*

#### Examples

- possession or consumption of alcoholic beverages on campus;
- drunkenness or related intoxication-induced misbehavior on campus;
- providing alcoholic beverages to underage individuals;
- being in the presence of those using, possessing, or consuming alcohol.

### **Possession, Consumption/Use, and Trafficking of Illegal Substances or Paraphernalia**

*Definition: Any use, possession, or trafficking of illegal substances or paraphernalia.*

#### Examples

- use, possession, distribution, sale, manufacture, or transfer of illegal drugs or narcotics are prohibited. Illegal drugs are those defined as illegal under local, state, or federal laws; illegal drugs include, but are not limited to, marijuana, heroin, hashish, cocaine, hallucinogens, and depressants and stimulants other than those prescribed for current personal treatment by a licensed physician;
- possession or use of prescription drugs that are not prescribed to the holder;
- possession of unlawful paraphernalia associated with the use or manufacture of illegal substances, prescription drugs, or any controlled substance for any purpose.

### **General Sanctions of the Code of Community Standards:**

Sanctions imposed for non-academic violations of this code are those that, in the judgment of the Dean of Student Affairs (or designated representative) when imposing the penalty, most appropriately correspond to the nature and severity of the violation. The penalty may be one or some combination of the following. The University reserves the right to impose other reasonable sanctions that are, in the judgment of the University, directly related to and proportionate to the nature and severity of the offense.

- *Warning:* Oral or written notice that continuation or repetition of specified conduct may be cause for more severe sanctions.

- *Censure*: Written reprimand with warning of more severe penalty in the event of a subsequent violation.
- *Probation*: An official reprimand, permitting a student to remain a part of the University community only with specified restrictions, which may include other sanctions as described here and providing further that any subsequent violation of this code may result in separation from the University, either by suspension or by expulsion.
- *Apology*: Requirement that the student who has violated this code make a written and/or oral apology to the person or persons upon whose rights and privileges the accused has infringed. A conference under administrative supervision may also be required.
- *Abeyance*: Indefinite suspension of a sanction. An additional violation may result in the imposition of the suspended sanction.
- *Educational Assignment*: Participation and/or completion of a workshop, seminar, written essay, or programming of an educational nature.
- *Referral*: Requirement that the student who has violated this code receive counseling from a mental health professional. The University may recommend agencies or the student may seek a professional on his or her own. This will be conducted at the student's own expense.
- *Substance Abuse Counseling / Assessment*: Requirement that a student participates in and completes a substance abuse program at the student's own expense, should any fees be required. The student will be required to provide documentation of attendance and progress from the session(s) to the University from the provider.
- *Administrative Assessment*: A maximum administrative assessment of \$500 may be imposed. Acceptable payment may be in the form of dollars, checks, money orders, or applied directly to the student's University account.
- *Work Service*: Up to 100 hours of work may be required.
- *Suspension of Visitation Privileges*: No visitation allowed in specified areas.
- *Restitution*: Reimbursement for any damage to or misappropriation of property, whether that of the University or of any member of the University community or of any guest on campus in the amount equal to the full cost of replacement per a University estimate.
- *Parental Notification*: Letter indicating the violation and sanction to the parents or guardians of the student. In a manner consistent with applicable law, the University reserves the right to notify the parents or legal guardians of any student found to have violated the Code of Community Standards of such violation(s) and the sanctions imposed therefore.
- *Removal from University Housing*: Separation and removal from University housing for a specified period of time. No refund of housing cost will be issued.
- *Interim Suspension*: A suspension from University housing or from the University prior to the conflict resolution meetings before an Honor Council. Interim suspension may be imposed to ensure the safety and well-being of members of the University community or preservation of University property, to ensure the student's own physical or emotional safety or well-being, or if the student poses a threat of disruption of or interference with the normal operations of the University. During interim suspension the suspended student shall be denied access to University housing and/or to the campus (including classes) and/or other University activities or privileges for which the student might otherwise be eligible, as the Director of Residence Life, Dean of Student Affairs, or designee may determine to be appropriate.

- *Disciplinary Withdrawal:* Voluntary separation of a student from the University for a specified period of time. A disciplinary withdrawal is permitted by the Director of Residence Life, Dean of Student Affairs, or designee at his or her discretion in place of a suspension. The disciplinary nature of this withdrawal is not noted on a student's permanent record.
- *Suspension:* Involuntary separation of a student from the University for a specified period of time. A suspension is noted on a student's permanent record.
- *Expulsion:* Involuntary, permanent separation of a student from the University. An expulsion may be noted on a student's permanent record.

*In the event that students are removed from housing or suspended from the University for judicial purposes, financial refunds will not be provided.*

*Students who have been suspended, expelled or have taken a disciplinary withdrawal are not permitted to visit on campus until the end of their suspension or withdrawal period.*

*The University reserves the right to place a "hold" on student records until judicial issues are resolved including proceedings or hearings and completion of sanctions. This hold may include temporary ID / meal plan suspension, withholding of academic transcripts and/or grades, and preventing a student from registering for classes.*

### **PERSONAL RESPONSIBILITY:**

As members of the University community, we are responsible not only for ourselves, but also each other. While they are not always related to substance abuse, the following traits often are related, and regardless of the cause, they are ordinarily indicative of a need for help:

- Withdrawal from social situations
- Increased boredom or drowsiness
- Change in personal appearance
- Change in friends
- A defeatist attitude
- Low frustration tolerance
- Violent behavior or vandalism
- Terse replies to questions or conversations
- Sad or forlorn expression

- Lying
- Poor classroom attendance
- Dropping grades or poor work
- Apathy or loss of interest

Positive responses to the behaviors listed above are:

- Express concern and caring
- Be ready to listen
- Communicate a desire to help
- Make concrete suggestions about finding help or coping with specific problems
- Encourage the person to seek professional help ask for assistance from campus resources
- Be persistent

**Resources:** if you or a person you know is encountering difficulties because of substance abuse or other negative behaviors, you should seek help immediately.

### **On-Campus: Counseling Services**

The Office of Counseling Services is dedicated to providing a safe and confidential environment for students to discuss a variety of personal and interpersonal concerns. Short-term counseling services are available for various personal issues including adjustment to University life, stressor anger management concerns, relationship difficulties, self-esteem issues, anxiety, depression, and eating or body image concerns. All services are confidential and available at no charge to students. Consultation and referral services, wellness seminars, alcohol education, and campus-wide wellness programming efforts are also provided. Counseling Services is committed to providing a holistic wellness component to students' educational experiences with an emphasis on learning and implementing ways to maintain a healthy mind, body and spirit. You may reach the Office of Counseling Services by calling (704) 233-8246.

### **Student Health Services**

In case of illness, students may contact the Office of Student Health by calling 704-233-8102. Student Health is open from 9am till 3pm Monday through Friday, and is staffed by a fulltime nurse practitioner. The office visit is free, however, students will need to pay for

medications and any necessary lab tests. Medical and prescription insurance is not accepted at the Office of Student Health. If a student has prescription insurance and wishes to use it, he/she will need to get a written prescription from the nurse practitioner and have it filled at one of the local pharmacies. Emergencies are handled through the Emergency Room of Carolinas Medical Center - Union in Monroe. Emergency physicians are available 24 hours per day. The student assumes all responsibility for payment for services. Students are responsible for payment when referred to off campus offices for treatment or follow-up care. Allergy injections can be given at the Office of Student Health. The student must supply his/her own vaccine, schedule, syringes and a statement from his/her allergist stating that they approve of the student receiving the allergy therapy at the Office of Student Health.

# 2011 Campus Fire Safety Annual Compliance Report

## **Overview**

The Higher Education Opportunity Act became law in August, 2008, requiring all United States academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire related on-campus statistics. The following public disclosure report details all information required by this law as it relates to Wingate University.

Any eligible institution, defined as one that maintains on-campus student housing facilities shall, on an annual basis, publish a fire safety report, which shall contain information with respect to the campus fire safety practices and standards of that institution.

## **General Statement of University Owned/ Controlled Student Housing**

At Wingate University, all dormitories and apartment buildings are monitored by smoke detectors and a sprinkler system. Newer dorms are monitored by an alarm company 24 hours a day/ 7 days a week for fire. Fire and life safety features of the buildings shall be in compliance with all applicable standards of the National Fire Protection Association (NFPA) and state building codes. The Union County Fire Marshal's Office conducts yearly inspections of all campus buildings. Some buildings may be inspected more frequently as deemed necessary. Upon completion of the yearly inspection, Campus Safety sends off a work order list to the Maintenance Department in order to correct any deficiencies that were noted as a result of the inspection. In the event of a fire, Wingate University will communicate and coordinate with the Wingate Fire Department and the Union County Fire Marshal's Office in the investigation of the incident. Fire extinguishers are kept up to date and maintained by Campus Safety and the Maintenance Department.

## **Definitions**

*On-Campus Housing Facility:* Housing that is owned by the University and is used by a student of Wingate.

*Fire:* Any instance of an open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner

*Fire Drill:* A supervised, simulated practice of actions taken in the event of a fire. (I.e. Mandatory Evacuation)

*False Alarm:* The fire alarm system was intentionally activated when no fire or danger existed, or the system malfunctioned

Unwanted alarm: The fire alarm was activated as it was designed to do, though the ultimate cause of the alarm was false

Fire –related injury: Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term “person” may include students, faculty, staff, visitors, firefighters, or any other individuals.

Fire-related death: Any instance in which a person is killed as a result of a fire, including an injury sustained from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of the fire or dies within 1 year of injuries sustained as a result of the fire.

Fire safety system: Any mechanism or system related to the detection of a fire, the warning resulting from a fire , or the control of a fire including: sprinkler systems, fire detection devices, smoke detectors, devices that alert individuals of the presence of a fire such as bells, horns or strobe lights and fire doors and walls that help reduce the spread of fire.

Value of Property Damage: The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quality, including, contents damaged by fire, smoke, water and overhaul, but does not include indirect loss, such as loss of business.

## **FIRE STATISTICS TABLE**

WU Residence Halls	Total Fires in Each Building	Fire Number	Date	Time	Cause of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damage Caused by Fire	Case Number
Alumni Hall	0 1	0 1	2010 4/19/2009	N/A 21:00	N/A Intentional	N/A 0	N/A 0	N/A 0	N/A 0
Beam Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Belk Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Bennett Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Bridges Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Cannon Dormitory	0 1	0 1	2010 10/12/2009	N/A 13:43	N/A Appliance	N/A 0	N/A 0	N/A 0	N/A N/A
Faculty Drive Apts 1	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Faculty Drive Apts 2	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Haskins	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Hall									
Helms Dormitory	1	1	7/27/2010	N/A	Unintentional	0	0	\$1,000	N/A
Hendrix Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Holbert Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Laney Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Lowery Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
McIntyre Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Rushing Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Sherwood Hall	0 0	0 0	2010 9/30/2009	N/A Cooking Fire	N/A 0	N/A 0	N/A 0	N/A \$1,000	N/A
Tucker Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Welborn Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
218 E. Wilson St.	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
216 E. Wilson St	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
123 Pearl Cir.	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
115 Pearl Cir.	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A

## Residence Hall Fire System Information

WU Residence Halls	Address	Fire Alarm Monitoring	Fire System Make	Fire System Model	Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans/ Placards	# Fire Drills per Academic Year
Alumni Hall	226 Cedar St.	N/A	Simplex	4001	N/A	Yes	6	N/A	2
Beam Hall	508 N. Main St.	Yes	Notifier	AFP-200	Yes	Yes	6	N/A	2
Belk Hall	121-A E. Wilson St.	N/A	Ademco	N/A	Yes	Yes	3	N/A	2
Bennett Hall	105 Oak St.	N/A	N/A	N/A	N/A	Yes	2	N/A	2
Bridges Hall	129 E. Wilson St.	N/A	Ademco	N/A	Yes	Yes	3	N/A	2
Cannon Dormitory	207 N. Camden St	Yes	Simplex	4002	Yes	Yes	9	N/A	2
Faculty Drive Apts 1	104 Faculty Dr.	N/A	N/A	N/A	N/A	Yes	4	N/A	2
Faculty Drive Apts 2	102 Faculty Dr.	N/A	N/A	N/A	N/A	Yes	4	N/A	2
Haskins Hall	121 E. Wilson St.	N/A	Ademco	N/A	Yes	Yes	6	N/A	2
Helms Dormitory	309 E. Wilson St.	N/A	Simplex	4001	N/A	Yes	5	N/A	2
Hendrix	518 N.	N/A	N/A	N/A	Yes	Yes	4	N/A	2

Hall	Main St.								
Holbert Hall	117 Oak St.	N/A	N/A	N/A	N/A	Yes	2	N/A	2
Laney Hall	104 Oak St.	N/A	N/A	N/A	Yes	Yes	4	N/A	2
Lowery Hall	516 N. Main St.	N/A	N/A	N/A	Yes	Yes	4	N/A	2
McIntyre Hall	514 N. Main St.	N/A	N/A	N/A	Yes	Yes	4	N/A	2
Rushing Hall	109 E. Wilson St.	N/A	Ademco	N/A	Yes	Yes	3	N/A	2
Sherwood Hall	115 E. Wilson St.	N/A	Ademco	N/A	Yes	Yes	6	N/A	2
Tucker Hall	115-a E. Wilson	N/A	Ademco	N/A	Yes	Yes	6	N/A	2
Welborn Hall	512 N. Main St.	Yes	Notifier	AFP-200	Yes	Yes	8	N/A	2
218 E. Wilson St. (House)	218 E. Wilson St.	N/A	N/A	N/A	N/A	Yes	1	0	0
216 E. Wilson St (House)	216 E. Wilson St.	N/A	N/A	N/A	N/A	Yes	1	0	0
123 Pearl Cir. (Individual Apts)	123 Pearl Cir.	N/A	N/A	N/A	N/A	Yes	5	0	0
115 Pearl Cir. (Individual Apts)	115 Pearl Cir.	N/A	N/A	N/A	N/A	Yes	4	0	0

## **FIRE REGULATIONS**

- The use of hot plates, grills, sunlamps, halogen lamps and toaster ovens are prohibited. The electrical and electronic devices in any room may not draw more than 15 amps when all such devices are in use simultaneously.
- Candles (for decoration or burning), incense and open flames are not permitted.
- Grills (propane or charcoal) are not allowed on campus. This includes charcoal, propane tanks, lighter fluid or other combustibles.
- Trash should not be allowed to accumulate in rooms. Fire hazards and/or pest issues will be noted in room inspections. Corrective measures should be taken immediately.
- Fire extinguishers are placed in various locations in all buildings.
- Students will not tamper with fire safety equipment, including but not limited to, fire alarms, pull stations, smoke detectors, etc. or make, or cause to be made, a false alarm. Any unreported or unnecessary use of a fire extinguisher can result in a Community Standards violation.
- In buildings equipped with fire alarms, students should follow evacuation procedures. In other buildings these procedures should be followed at first indication of fire.

## **Fire Drills**

Periodic drills will be held on the campus. For the safety of the residents, students will conduct these drills in an orderly fashion. Residence hall staff will provide fire drill instructions, in addition to the Fire Safety instructions posted on interior room doors. Participation is mandatory.

## **Evacuation Procedures**

In case of fire or drill (or civil defense evacuation), students living in residence halls and apartments should exit quickly and orderly from the facility. If possible, room doors and external doors should be closed by the last person out. Students should move away from the building into designated locations as indicated by staff.

### **Reporting a Fire**

Students, Faculty and Staff are encouraged to report any suspicion of fire immediately by contacting emergency personnel by calling 9-911 from an on-campus phone or 911 from a cell phone. Non-emergency fire-related reports can be made to any staff member of Campus Safety or Residence Life by calling (704) 233-8999 or (704) 233 8245, respectively.

### **Fire Safety Training Programs offered to Students, Faculty and Staff**

All Residence Life Staff and Campus Safety Staff receive training yearly for operation of fire extinguishers and water cans. This is basic training to be properly qualified to handle many small fire situations on campus. Students, Faculty and Staff are all invited to multiple Fire Safety Lyceums on Campus for education on everyday fire safety.

### **Current Plans for Future Fire Safety Improvements**

Wingate University is constantly looking for ways to improve the safety of its community members. One way we are currently enhancing safety is through placing more fire extinguishers in dormitories and apartments. We want to equip all students, faculty and staff to correctly handle an incident and possibly stop it before any damage is done. Wingate is also putting centralized, monitored alarm systems in all its new residence halls for a more streamlined approach to contacting emergency personnel in the event of an emergency.