

# 2023

*Campus Security Act / Crime Reporting*  
Higher Education & Opportunity Act



# HIGHER EDUCATION OPPORTUNITY ACT OF 1965

- CAMPUS SECURITY ACT/ANNUAL CRIME REPORTING  
– CALENDAR YEAR 2023
- INVESTIGATION OF MISSING STUDENTS
- FIRE SAFETY REPORT/FIRE LOG AND FIRE STATISTICS  
– CALENDAR YEAR 2023
- CAMPUS EMERGENCY RESPONSE  
AND EVACUATION PROCEDURES



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## COLLEGE WEB SITE LINK:

<https://www.barton.edu/Clery-Report-2023-File.pdf>

## IMPORTANT TELEPHONE NUMBERS

### Wilson Police Department: Barton College District

- From Off Campus, Dial (252) 399-6911 or 911
- From On Campus, Dial 6911 or 911

## Student Engagement

- Office of Student Engagement  
(252) 399-6369
- Office of Campus Life  
(252) 399-6386
- Office of Residence Life  
(252) 399-6386
- Student Health Services  
(252) 399-6397
- Counseling Services  
(252) 399-6586
- Access and Accommodations  
(252) 399-6496



## Statement of Purpose

### I

The College is organized to maintain and operate an institution of learning for the education and instruction of qualified students within the framework of the Christian ideals and principles and under the auspices of the Christian Church (Disciples of Christ) in North Carolina.

— *The College Charter*

### II

Barton College is a community of learners freely examining the intellectual and cultural experiences of a diverse and interdependent world to understand humanity's rich heritage and to improve the quality of all existence.

## Mission Statement

Barton College is committed to providing programs and opportunities to encourage the intellectual, spiritual, social, and cultural development of its students and to challenge them for future leadership and service to their local and global communities.

## Non-Discriminatory Policy

Barton College is committed to equality of educational opportunity and does not discriminate against applicants, students, or employees based upon race, color, national origin, religion, gender, sex, age, veteran status, or disability.

Barton College supports the protections available to members of its community under all applicable laws, including, Titles VI and VII of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; Section 799A and 845 of the Public Health Service Act; the Equal Pay Act; the Age Discrimination Act of 1975; the Rehabilitation Act of 1973, as amended by the Rehabilitation Act Amendments of 1974; the Vietnam Era Veteran's Readjustment Assistance Act of 1974; the Americans with Disabilities Act of 1992; and Executive Order 11246, as amended by Executive Order 11375.

In compliance with Section 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act of 1992, accommodations of the disabled extend to student programs, employment practices, elimination of physical barriers, and special assistance to disabled students and employees within the College.

This non-discrimination policy covers admission, readmission, access to, and treatment, and employment in college programs and activities, including, but not limited to, academic, admissions, financial aid, any services, and employment.

Any employee or student who believes that he or she has been discriminated against by the College because of his or her race, color, national origin, religion, gender, age, sex, or disability may speak with the Vice President for People and Support/Chief Diversity and Title IX Officer. Following that discussion, a student who wishes to file a formal grievance will be directed to the grievance procedure in the *Barton Student Bulldog Handbook*.

## Section A: Campus Security Act of 1990

Pursuant to Federal Regulation 34.688.47, Barton College makes available to prospective students and employees, distributes to all enrolled students and active employees, an annual security report, which lists information about campus crime and criminal arrests. **The Vice President for Student Engagement is the designated campus authority for the implementation of Federal Regulation 34.688.47.** This annual report is available in brochure form through the Office of Student Engagement, the Office of Admissions, the Office of People and Support, and Wilson Police Department - Barton College District. Barton College also distributes the report electronically. Access to this report is available through the College website link: <https://www.barton.edu/Clery-Report-2023-File.pdf>. The College will provide upon request all campus crime statistics as reported to the United States Department of Education.

Barton College, in conjunction with the Crime Awareness and Campus Security Act of 1990, is concerned about the safety and welfare of all campus members and guests. Barton College has developed a series of policies and procedures that are designed to ensure that every possible precautionary measure is taken. In the interest of prevention, all members of the campus community are responsible for a number of measures to ensure that they and their possessions are adequately protected. Barton College is not liable for damages to vehicles parked on campus or for the loss of content/property from said vehicles. This policy also applies to personal belongings within all College facilities.

## Counselors, Police, and members of the Student Engagement Staff are available to assist you.

- Counseling and Support Services: This Barton College Crime Report outlines the many counseling and support services available to members of the College community who may be victims of bias-related crimes. The Table of Contents references the page numbers outlining support services related to harassment, sexual assault, College Counseling Services, and county support agencies. The *Barton Student Bulldog Handbook* is another valuable resource and may be accessed through the College website link: <https://www.barton.edu>.
- Crime Statistics: Crime statistics (the nature and common circumstances) associated with bias-related crime are found in this publication on pages 5.
- Barton College Security Procedures: Barton College employs a variety of security procedures. Security procedures are referenced during New Student Orientation, New Student Welcome Days, College Associated Policies and Procedures within the *Barton Student Bulldog Handbook*, the Annual Campus Security Brochure, and the website link: <https://www.barton.edu/Clery-Report-2023-File.pdf>.

## INTRODUCTION

The Barton College campus consists of more than 25 academic, residential, and recreational buildings and facilities located in the City of Wilson, North Carolina. The College enrolls approximately 1,187 undergraduate students of which approximately 550 are residential students. In addition, the College employs approximately 284 full-time and part-time employees. At Barton College, safety is a primary consideration in the maintenance, grounds keeping, and lighting of the campus. If a Wilson Police Department - Barton College District Officer should discover a broken window or non-functioning light, the officer informs Facilities Services. The Wilson Police Department - Barton College District works closely with the Office of Student Engagement to ensure that safety policies and procedures are uniformly executed and conveyed in a clear and consistent manner to the College students, as well as to its faculty and staff.

# CRIME STATISTICS

Offense	On-Campus			** Residential Facilities			Non-Campus			Public Property		
	2021	2022	2023	2021	2022	2023	2021	2022	2023	2021	2022	2023
Murder / Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	1	1	0	1	1	0	0	0	0	0	0
Fondling	2	2	2	1	2	2	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	2	0	1	0	0	1	0	0	0	0	0	0
Aggravated Assault	2	0	0	2	0	0	1	0	0	0	0	0
Burglary	1	0	0	1	0	0	4	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	1	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
<hr/>												
Arrests: Illegal Weapons	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Referrals: Illegal Weapons	0	0	0	0	0	0	0	0	0	0	0	0
Arrests: Drug Abuse Violations	0	5	2	0	5	2	4	0	0	0	0	0
Disciplinary Referrals: Drug Abuse Violations	4	7	2	1	7	2	0	0	0	0	0	0
Arrests: Liquor Law Violations	1	0	0	1	0	0	0	0	0	0	0	0
Disciplinary Referrals: Liquor Law Violations	13	24	2	13	24	2	0	0	0	0	0	0
<hr/>												
Stalking	0	0	2	0	0	2	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	1	3	0	1	3	0	0	0	0	0	0	0
Hate Crimes: Larceny/Theft	0	0	0	0	0	0	0	0	0	0	0	0
Hate Crimes: Intimidation	0	0	0	0	5	0	0	0	0	0	0	0
Hate Crimes: Vandalism	0	0	0	0	0	0	0	0	0	0	0	0
Hate Crimes: Vandalism - Racial Bias	0	1	1	0	1	1	0	0	0	0	0	0
Unfounded Crimes	0	0	0	0	0	0	0	0	0	0	0	0

\*\* Crimes reported in the residential facilities column are included in the on-campus category.

\*\*\* Unfounded Crime Reports — A crime is considered **reported** when it is brought to the attention of a campus security authority or law enforcement personnel by a victim, witness, other third party, or even the offender. If a reported crime is investigated and found to be false or baseless by law enforcement personnel, it is an **unfounded** report.



# I

## WILSON POLICE DEPARTMENT - BARTON COLLEGE DISTRICT CAMPUS SECURITY AUTHORITY

Security for the Barton College campus is provided through a contractual agreement between Barton College and the City of Wilson. The Barton College District Office of the Wilson Police Department is operated under the auspices of this agreement and is staffed by sworn police officers employed by the Wilson Police Department. Officers who patrol the campus have the authority and responsibility to investigate and prosecute all crimes, which occur on campus.

The Wilson Police Department - Barton College District is located on the first floor of Waters Hall. Officers are available 24 hours a day, seven (7) days a week, 365 days a year. These officers aid in the enforcement of federal, state, and local statutes and Barton College regulations.

### DESCRIPTION OF DUTIES:

There are thirteen (13) well-marked exterior Help-Point boxes on the Barton campus.

- Harper Hall (walkway near Wenger Hall)
- Hackney Library (walkway)
- Hamlin - Campus Store
- Moyer Science Hall/Case Art Building (walkway)
- Ragan Writing Center Parking Lot
- Electric Supply Company Field
- Hines Hall Entrance
- Exterior Entrance - Wenger Hall
- Exterior Entrance - Hilley Hall
- Exterior Entrance - East Campus Suites
- Exterior Entrance - Hackney Hall
- Exterior Entrance - Waters Hall
- Wilson Gymnasium Entrance

These telephone boxes are easily identified by a blue light, which is mounted directly above the box. They can be used to report a criminal incident, fire, or any other type of emergency.

To reach the Barton Non-Emergency Telephone Line from off campus, dial (252) 399-6911; on campus, dial extension 6911. At any time, a student may dial 911 for immediate police assistance.

# II

## CRIME PREVENTION

We believe that nearly every violation committed on campus is preventable. As part of the College's education mission, the Wilson Police Department - Barton College District Office attempts to educate members of the campus community on how to reduce their chances of suffering from violation of their property or themselves.

The crime prevention program is based upon the dual concepts of eliminating or minimizing criminal opportunities and encourages students and employees to be responsible for their own security and security of others.

The following is a listing of the crime prevention programs and projects employed by Barton College:

- New Student Orientation
  - Residence Hall Security
  - Crime Prevention Presentation
  - New Employee Orientation
  - Printed Crime Prevention Materials
  - Facilities Surveys
  - Sexual Assault and Domestic Violence
  - Vector Solutions - online learning system
  - Campus Alerts
- Architectural Design: The Wilson Police Department - Barton College District Sergeant makes recommendations related to physical plant and electronic security systems for new and renovated campus facilities.
  - Enhanced Emergency Telephone System: All on-campus telephone calls made to the Wilson Police Department - Barton College District Office are identified, and the telephone number and location of the telephone are displayed on a screen to the Wilson Police Department - Barton College District/Staff. This enhanced emergency telephone system was installed to ensure that Wilson Police Department - Barton College District officers know the on-campus origin of an emergency call, even if the caller is unable to communicate verbally.

- **Campus Alerts**

Barton College will issue campus alerts in the form of email messages, use of Social Media, and through the City of Wilson CodeRED System, to provide the campus community with information necessary to make informed decisions about health and safety.

- i. Issue a timely warning for any Clery Act crime that represents an ongoing threat to the safety of students or employees.
- ii. Issue an emergency notification upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus.

- **Campus “Emergency Only” Telephone, Campus Security Cameras, or Related Devices**

**Purpose:**

Barton College, in conjunction with the Crime Awareness and Campus Security Act of 1990, is concerned about the safety and welfare of all campus members and guests. Barton College has developed a series of policies and procedures that are designed to ensure that every possible precautionary measure is taken. In the interest of prevention, all members of the campus community are responsible for a number of measures to ensure that they and their possessions are adequately protected.

**Policy:**

Barton College and Wilson Police Department - Barton College District will supervise, monitor, and respond to emergency telephones, camera systems, and intrusion/panic alarms in strategic areas of the campus in an expeditious manner.

## Procedure:

### — Emergency Telephones

#### a) Locations

There are thirteen (13) well marked exterior call boxes on the Barton College Campus.

- See page 6 for complete list.

The Wilson Police Department - Barton College District Sergeant makes recommendations related to physical plant and electronic systems for new and renovated campus facilities. Campus inspections/walking tours are conducted by the Vice President for Student Engagement, Wilson Police Department Barton College District officer(s), and representatives of the Student Government Association during the formal academic calendar. Inspections will be conducted after dark when at all possible. These inspections provide the opportunity for students and members of the campus community to inspect the effectiveness of these systems, including campus lighting, and to make recommendations to members of Senior Staff and Wilson Police Department - Barton College District.

#### b) Regular Maintenance and Testing

Wilson Police Department - Barton College District Officers, under the direction of the Supervising Sergeant, shall test all emergency telephones they can access on a monthly basis. Police Officers conducting the monthly test will document the status of the phone on the Wilson Police Department - Barton College District Daily Log. Barton College staff assigned as support staff to the Wilson Police Department - Barton College District Office will submit needed repairs into the Campus Work Order System as required.

#### c) Response

When an emergency telephone is activated, the call is received by the Wilson Police Officer. Wilson Police will be dispatched/respond to actual calls and no-conversation, silent calls. All calls will be documented in the Daily Wilson Police Department - Barton College District Log.

#### d) Campus Notification

Information concerning the emergency telephone system is posted on the Barton College website, in the *Barton Student Bulldog Handbook* (Student Handbook), and in the annual *Clery Report/Campus Security Act, Crime Report* (Barton College website)/Brochure.

#### e) Policy/Procedure Review

The Vice President for Student Engagement, in cooperation with the Wilson Police Department - Barton College District, will be responsible for conducting a needs review based on the following safety/security surveys:

- Routine telephone/campus lighting inspections noted in section (a).
- Routine student interviews/Note – The Vice President for Student Engagement and the Wilson Police Department - Barton College District Supervising Sergeant schedule sessions open to all students with the specific purpose of meeting with students regarding campus safety and security. The sessions typically take place at lunch or dinner in the Hamlin Culinary Center. These sessions are documented in the Office of Student Engagement as part of the annual Student Engagement evaluation/program review.
- The Vice President for Student Engagement will be responsible for conducting a needs review based on a documented security survey conducted once every three years.

## Campus Security Cameras

Campus Security Cameras are one of multiple campus precautionary measures in use.

### a) Locations

- Security cameras will be strategically located to assure maximum coverage of public and common areas of the campus. Security cameras will be placed in the main lobby of most residence halls and strategically located in common areas to assure the privacy of individuals living in residence halls. The Wilson Police Sergeant makes recommendations related to facilities services and electronic systems for new and renovated campus facilities.

### b) Monitoring and Response

- When an emergency is observed, Wilson Police will be dispatched/respond to the campus location associated with the campus security camera. All associated responses will be documented in the Daily Wilson Police Department - Barton College District Log.
- The use of campus camera systems shall be limited to legitimate safety and security purposes, including, but not limited to:
  - Property and building protection
  - Alarm verifications
  - Public areas
  - Criminal investigation
  - Traffic - pedestrian and vehicular traffic activity
  - The camera system shall not be used for:
    - Profiling
    - Voyeurism

### c) Media Retention and Security Access

- Video/Electronic images are stored on digital video recorders in the server room in Harper Hall and Cloud storage for 30 days.
- Access to digital video recorders is limited to the WPD, as authorized by the Barton College District supervising Sergeant, the Vice President for Student Engagement, the Dean of Students, Director of Residence Life, and Executive Director of Technology Services.
- WPD is able to download video images to other media to retain for evidentiary or other law enforcement purposes.

### d) Regular Maintenance and Testing

- Maintenance and testing will be conducted as needed by Facilities Services of Barton College.

### e) Staff Training

- Newly hired Barton College Police office staff and WPD officers assigned to the Barton College District office will be trained on the camera system as part of the College orientation program.
- Training on systems updates will be conducted as necessary.
- All training will include a review of this policy.

f) Policy/Procedure Review

- The Vice President for Student Engagement and the WPD Supervising Sergeant will conduct an annual review/evaluation at the end of the academic term (typically in June) of incidents and camera locations, as noted in the Student Engagement Annual Strategic Plan/Goals & Objectives.
- The annual evaluation will be documented in the Student Engagement Strategic Plan Annual Assessment.

g) Release of Information/Data

- Any and all recordings, video, audio, electronic or otherwise, shall be the sole property of Barton College.
- Persons requesting access and/or review of stored video/electronic images for any reason must obtain permission from the Vice President for Student Engagement, Chief Financial Officer, Vice President of People and Support, or the College President. Wilson Police Department - Barton College District Officers, or WPD investigative personnel shall facilitate the actual review of the video/electronic media.
- Duplication or printing of stored video/electronic images is prohibited unless approved by the Vice President for Student Engagement or the Vice President for People and Support.

## Daily Crime Log

A crime is entered into the Daily Wilson Police Department - Barton College District Log when it is reported. The crime log is in an electronic format.

# III

## CRIME REPORTING

Numerous efforts are made to advise members of the campus community on a timely basis about campus crime and crime-related problems. These efforts include the following:

- **Annual Report:** A comprehensive annual report of crime-related information is compiled and published. This annual report is distributed to all enrolled students and current employees and is available upon request.
- **Website Access:** Listed are two websites, which may be accessed in order to learn more about campus crime and crime-related problems. To view the Barton College crime reporting web page, please go to <https://www.barton.edu/Clery-Report-2023-File.pdf>.

To view the U.S. Department of Education crime reporting site, go to <https://ope.ed.gov/security>.

- **Special Alert:** If circumstances warrant, a special printed crime alert bulletin can be prepared and distributed either selectively or throughout campus.

## IV

### MEGAN'S LAW

Megan's Law generally provides for some type of public notification of the whereabouts of convicted sex offenders after their release from prison. Information regarding sex crime offenders is available through the following resources:

- Megan's Law Hotline  
1-900-288-3838  
(Monday-Friday, 8 a.m.- 5 p.m.)  
\$.50 charge per call
- www.parentsformeganslaw.com
- North Carolina Attorney General's Office  
(919) 716-6400
- Wilson Police Department - Barton College District Office  
(252) 399-6911

## V

### TITLE IX SEXUAL MISCONDUCT AND INTERPERSONAL VIOLENCE POLICY

Title IX of the Education Amendments of 1972 ("Title IX"), is a Federal civil rights law that prohibits discrimination on the basis of sex in education programs and activities. Under Title IX, discrimination on the basis of sex can include sexual harassment or sexual violence. Sexual violence means physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent, such as rape, sexual assault, sexual battery, and sexual coercion.

For specific policies and procedures pertaining to Title IX Sexual Misconduct and Interpersonal Violence, please refer to the *Barton Student Bulldog Handbook*, Student Code of Conduct and Honor Code.

- Retention of Records Regarding Reports of Sexual Discrimination;  
Sexual Harassment and Sexual Violence:

Records related to sexual harassment and sexual violence reports, investigations, and resolutions will be maintained in the Title IX Office. Records shall be maintained in accordance with College records policies, generally five years after the date the complaint is resolved. Records may be maintained longer at the discretion of the Title IX Office, particularly in cases where the parties have continuing affiliation with the College. All records pertaining to pending litigation or a request for records shall be maintained in accordance with instructions from legal counsel.

- Barton College offers prevention education efforts to promote sexual assault awareness through the following programs:

#### Student Programs

- Educational programs – sexual assault/alcohol and other drugs
- Presentations to students through New Student Orientation
- Presentations to residential students through residence hall programs

- Counseling Services outreach programs
- Violence in relationships
- Campus-wide speakers on related topics
- Staff training
- In-service and on-going meetings with the following:
  - Residence Life
  - Health Services
  - Wilson Police Department - Barton College District

## Barton College offers the following resources for victims of sexual assault:

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• Title IX Office<br/>Room 313, Harper Hall<br/>(252) 399-6330</li> </ul> | <ul style="list-style-type: none"> <li>• Wilson Medical Center<br/>1705 Tarboro St. SW<br/>(252) 399-8040</li> </ul>                             |
| <ul style="list-style-type: none"> <li>• Lee Student Health Center<br/>(252) 399-6397</li> </ul>                 | <ul style="list-style-type: none"> <li>• Wilson Police Department - Barton College District Office<br/>Waters Hall<br/>(252) 399-6911</li> </ul> |

The sexual assault should be reported to Wilson Police Department - Barton College District officers.

This is important even if you do not plan to prosecute. Once a report is made with the police, your identity cannot be guaranteed to remain anonymous as they are required by law to investigate all reported criminal activity. Consider contacting a counselor for confidential reporting. Remember, you did not deserve or ask to be assaulted. If you were a victim of a violent crime, please seek help as noted above. Residence Life and Wilson Police Department - Barton College District are also always available to assist you in finding the resources needed.

### Other Resources:

Those who have experienced sexual assault are encouraged to use the following campus and community counseling resources:

- Barton College Counseling Services  
Lee Student Health Center  
(252) 399-6586
- Chaplain of Barton College  
Howard Chapel  
(252) 399-6372
- The Wesley Shelter  
106 Vance Street, Wilson, N.C.  
(252) 291-2344
- The Beacon Center  
500 Nash Medical Arts Mall  
Rocky Mount, N.C.  
1-888-893-8640

The College will, whenever possible, offer emotional support to person(s) filing criminal charges or who have experienced sex offenses through any of the following:

The Title IX Office in coordination with applicable areas on campus, can assist students with protective measures and in making reasonable accommodations that may be needed relative to relocation of housing, academic program adjustments, work, financial aid-related services, no-contact orders, medical assistance, counseling, leaves of absence, transportation accommodations, and etc. This assistance may be requested regardless of whether the victim chooses to report the crime to campus police or local law enforcement.

## Parental Notification Policy

Barton College reserves the right to notify parents, guardians, designated emergency contacts or other family when it determines the circumstances warrant such notification including, but not limited to:

Barton College will notify parents/legal guardians of students under the age of 21

- Following the first violation of the Barton College drug policy.
- Following the second violation of the Barton College alcohol policy.

For any student, regardless of age, that is in a situation that is threatening to their own health or safety situation or placed another in a situation that is threatening to their health or safety, both the parents and any “emergency contact” may be notified. This may include any referral to any wellness center for alcohol or drug assessment.

When the Vice President for Student Engagement or designee determines that circumstances exist where it is in the best interest of the student and the College to notify the parent.

If it is deemed by the Vice President for Student Engagement or designee that it may be counter-productive to notify a parent, then the procedures may be altered as necessary.

## Bystander Intervention:

Proactive Bystander Intervention may be an effective tool to combat all forms of violence including dating violence, domestic violence, sexual assault, and stalking. All members of the campus community are encouraged to act when confronted with crimes of violence.

Ways to be a proactive bystander include, but are not limited to:

- Believe violence is unacceptable and be willing to voice it
- Treat people with respect
- Speak up when hearing people making statements that blame victims
- Talk with friends about confronting violence against others
- Encourage friends to trust their instincts
- Be a knowledgeable resource for victims
- Don't laugh at sexist jokes or comments
- Look out for friends at social gatherings
- Educate yourself and your friends
- Use campus resources
- Attend an awareness event
- Empower victims to tell their stories



## VI ACCESS TO COLLEGE FACILITIES

Most College buildings and facilities are accessible to members of the campus community and both guests and visitors during normal hours of business, Monday through Friday, and for limited hours on Saturday and Sunday during periods of time the College is in normal operation. For information regarding access to campus facilities, contact Wilson Police Department - Barton College District at (252) 399-6911.

## VII RESIDENTIAL FACILITIES AND POLICIES

The Barton College residence community houses students in varied accommodations ranging from single and double dormitory-style rooms to fully furnished apartment-style suites. Services and programs intended to enhance the quality of student life and to assure the security and safety of the resident student body is a priority for the residence life administration.

Residential facilities are served by professional staff members and resident assistants. At least one professional staff member is on duty at all times, 24 hours a day, seven (7) days a week.

Security and safety policies and procedures, especially regarding locking individual rooms and building doors and related precautions, are discussed with residents in crime prevention seminars, in routine floor meetings conducted by the residence life staff, and in printed material that is posted and distributed by the staff.

## VIII DRUG AND ALCOHOL POLICIES

Barton College complies with federal, state, and local laws including those which regulate the possession, use, and sale of alcoholic beverages and controlled substances. Barton College has adopted policies as part of the Drug-Free Schools and Communities Act Amendments of 1989, and because of the institution's commitment to preserving the health and well being of its students and employees, and to provide a safe environment for both learning and employment.

Barton College prohibits the unlawful manufacture, distribution, dispensation, presence, or use of alcohol, illegal drugs, or other controlled substances on its property or at any of its activities. The manufacture, use, possession, sale, purchase, or transfer of illegal drugs by a student or employee is prohibited.

Students and employees are expected to abide by all state and federal regulations regarding alcohol, drugs, or controlled substances. Applicable statutes are available for review in the College library. All employees are required to notify the College of any conviction of a criminal drug statute within five days, including driving while impaired (DWI).

The College reserves the right, as a separate jurisdiction, to conduct judicial proceedings according to the procedures outlined in the Student Handbook before, during, or at the completion of the extra-College criminal proceedings.

## Health Risks:

Use of cannabis (marijuana), inhalants, cocaine, and other stimulants, depressants, hallucinogens, narcotics, designer drugs, and alcohol all have associated health risks. The use and/or abuse of these drugs threaten both mental and physical stability. Virtually all systems of the body (musculoskeletal, nervous, circulatory, respiratory, urinary, digestive, reproductive, and integumentary) can be adversely affected by alcohol and drug use and abuse. Overdoses of drugs and/or alcohol may cause death. The risk of contracting Acquired Immune Deficiency Syndrome (AIDS) or AIDS-causing human immunodeficiency virus (HIV) increases with intravenous drug use.

The Barton College Counseling Center and Lee Student Health Center serve as alcohol and other drug information/education resources.

# IX

## WEAPONS POSSESSION

The use and/or possession of firearms, weapons (includes air rifles, handguns, and paintball guns), or hunting materials, other than by authorized police agencies, is prohibited on campus grounds or in the facilities of Barton College. This includes the illegal possession of explosives and dangerous chemicals, and includes fireworks of any kind.

Pursuant to North Carolina General Statutes 116-143.1 and in reference to House Bill 937 signed into law and placed into effect July 29, 2013, Barton College affirms its right as a private institution to restrict the possession or use of a weapon on college property or property under the control of the College. This is consistent with the College's purpose and mission.

For the complete text of this College Regulation, reference the *Barton College Regulatory Document 5-7, Weapons*. This policy includes House Bill 937 that expands the allowable concealed carry locations to institutions of higher education or private institutions that have not otherwise restricted concealed carry abilities on campus with an institution specific policy.

*Barton College Regulatory Document 5-7 Weapons*, prohibits the use of a weapon on college property or property under the control of the College.

### This policy DOES NOT apply to:

- A weapon used solely for educational or school-sanctioned ceremonial purposes or used in a school-approved program conducted under the supervision of an adult whose supervision has been approved by school authority.
- Armed forces personnel, officers and soldiers of the militia and national guard, law enforcement personnel, and any private police employed by an educational institution, when acting in the discharge of the official duties.

## Section B: Investigation of Missing Students

In compliance with the Higher Education Opportunity Act (Public Law 110-315), Barton College implements the following Public Safety Policy on Missing Students:

**In the case of a missing student(s), the investigation of such incidents will be conducted by local law enforcement agencies. When a student who resides in an on-campus student housing facility is determined**

**to have been missing for twenty-four (24) hours, missing student reports will be referred immediately to the Wilson Police Department, Barton College District Office, for investigation.**

“Missing Student” means any actively enrolled student attending Barton College who resides in a facility owned or operated by Barton College and who is reported to Barton College as missing from his or her on-campus residence.

Barton College highly recommends that all residential students register a confidential contact person to be notified in the case that the student is determined to be missing. Confidential Contact Registration Cards are available in the Office of Residence Life, Hamlin Student Center; the Office of Student Engagement, Harper Hall - Room 309; or by contacting any member of the Residence Life Staff. Confidential Contact Information is most effective when it is updated annually. Only authorized campus officials and law enforcement officers in the furtherance of a missing person investigation may have access to this information.

The law requires that the College notify parents or guardians of a student under the age of eighteen (18) years of age, who is missing or reported to be missing.

Local law enforcement agencies will be notified of all students missing or reported to be missing, even if they have not registered a contact person.

Individuals should report that a student has been missing for twenty-four (24) hours to the following Barton College Campus Officials:

- Wilson Police Department - Barton College District Office  
Waters Hall  
(252) 399-6911
- Director of Residence Life  
Hamlin Student Center  
(252) 399-6366
- Vice President for Student Engagement  
Harper Hall, Room 309  
(252) 399-6315

## Section C: Campus Fire Safety Provisions

- Residence Hall Fire Safety System

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Barton College employs a Honeywell Fire Alarm System, model NO: FS-90 Plus, in each of the five campus residence halls. The system transmission is digital. This system is monitored 24 hours per day, 365 days a year the Facilities Services Office. The system employs a combination of manual pull stations, ion detectors, heat detectors, photo detectors, as well as water-flow switches. In case of an alarm, the Wilson Fire Department responds automatically.

- Campus Student Housing Fire Statistics

Wenger Hall:	2021	2022	2023
Number of Fires	0	0	1
Cause of Fire	N/A	N/A	Pine straw fire due to students smoking
Number of people with fire-related injuries that resulted in medical treatment at a medical facility	0	0	0
Number of fire-related deaths	0	0	0
Value of property damaged	\$0	\$0	\$0
Wenger Hall fire safety system description: Honeywell, Model NO: FS-90 Plus, 14 manual pull stations, 163 ion detectors, and 3 heat detectors.			

Hilley Hall:	2021	2022	2023
Number of Fires	0	0	0
Cause of Fire	N/A	N/A	N/A
Number of people with fire-related injuries that resulted in medical treatment at a medical facility	1	0	0
Number of fire-related deaths	0	0	0
Value of property damaged	\$0	\$0	\$0
Hilley Hall fire safety system description: Honeywell, Model NO: FS-90 Plus, 20 manual pull stations, 129 ion detectors, 6 duct detectors, and 5 heat detectors.			

Hackney Hall:	2021	2022	2023
Number of Fires	0	0	0
Cause of Fire	N/A	N/A	N/A
Number of people with fire-related injuries that resulted in medical treatment at a medical facility	0	0	0
Number of fire-related deaths	0	0	0
Value of property damaged	\$0	\$0	\$0
Hackney Hall fire safety system description: Honeywell, Model NO: FS-90 Plus, 9 manual pull stations, 79 ion detectors, 1 duct detector, and 2 heat detectors.			

Waters Hall:	2021	2022	2023
Number of Fires	0	0	0
Cause of Fire	N/A	N/A	N/A
Number of people with fire-related injuries that resulted in medical treatment at a medical facility	0	0	0
Number of fire-related deaths	0	0	0
Value of property damaged	\$0	\$0	\$0
Waters Hall fire safety system description: Honeywell, Model NO: FS-90 Plus, 14 manual pull stations, 121 ion detectors, and 2 heat detectors.			

East Campus Suites:	2021	2022	2023
Number of Fires	0	0	0
Cause of Fire	N/A	N/A	N/A
Number of people with fire-related injuries that resulted in medical treatment at a medical facility	0	0	0
Number of fire-related deaths	0	0	0
Value of property damaged	\$0	\$0	\$0
East Campus Suites fire safety system description: Honeywell, Model NO: FS-90 Plus, 8 manual pull stations, 136 photo detectors, 1 water-flow switch, and 3 heat detectors.			

- Residence Hall Fire Drills

Fire drills are conducted annually during the academic calendar year (August – May). Fire drills may be announced or unannounced.

- Fire Safety Guidelines and Regulations

Candles, incense, cigarettes, halogen lamps, space heaters, and any appliance with an open burner are fire hazards and are not permitted in residence halls on the campus of Barton College. Smoking (cigarettes, cigars, pipes, vape pens, etc.) in residence halls' common areas and/or rooms is prohibited. Tampering with fire extinguisher(s), hoses, fire alarms, or other fire safety equipment is prohibited and punishable under the law; this includes, but is not limited to, the removal, destruction, damage or the unauthorized use of fire safety equipment.

- Do:**
- All students should use UL-listed power strips and/or stations when additional electrical outlets are required. Power strips/stations with on/off switches and surge protectors are recommended.
  - Use only metal wastebaskets.
  - Keep fire doors in corridors and stairwells closed at all times.
  - Keep furniture, tapestries, or wall hangings away from doorways.
  - Keep less than 20% of the total wall area covered with combustible materials.
  - Report any safety or fire hazards to the Office of Residence Life staff immediately.
  - Keep hallways, breezeways, and walkways clear of personal items.

- Don't:**
- Bring gasoline or any other volatile liquids into the residence halls.
  - Overload outlets.
  - Suspend items from ceilings, sprinkler system or cover air/heat vents with plastic trash bags or suspend air fresheners.
  - Use extension cords.
  - Leave permitted appliances unattended while on and/or plugged in.
  - Use an open coil appliance (such as toaster, toaster oven, etc.)

- Procedures for Residence Hall Evacuation

Fire Safety Procedures for the evacuation of residence halls must be strictly observed.

- Wear a coat and shoes.
- Turn off light(s).
- Lower or close windows.
- Leave room, close all doors.
- If on a floor other than your own, borrow articles of clothing and leave the building with the group on that floor and join your own group at their appointed evacuation station.
- Walk quickly and quietly to your designated evacuation station. Remain silent - roll call will be conducted.
- Remain in a group until RAs give the “all clear.”
- Proceed quietly into building, and return to your room.

## Recommended

- Upon check-in to the residence hall, you should:
  - Locate the exit closest to your floor, and also find an alternate exit.
  - Keep your room key within easy access at night.
  - Read the fire evacuation route located on each floor.
- In case of fire, remember:
  - Crawl instead of walking upright.
  - Check to see if doors are cool before opening.
  - Do not use elevators.

- If trapped in your room:
  - Call the Fire Department at 911 and let them know the location.
  - Seal off door and window cracks to keep smoke out.
  - If possible, wet walls and furnishings.
  - Tie a wet towel around your nose and mouth.

## Designated Assembly Areas for Residence Halls

- East Campus Suites  
Go to the grass area on the side closest to the KRIC.
- Hackney Hall  
Go directly in front of the Hamlin Student Center Campus Store and stay on the enclosed sidewalk.
- Hilley Hall  
Go to the grass area between Hardy Alumni Hall and Harper Hall.
- Waters Hall  
Go to the grass hill area next to the Nixon Nursing Building.
- Wenger Hall  
Go to the front of Harper Hall on the sidewalk facing Harper / Wenger Hall parking lot.
- Stephenson Apartments - Vance Street  
Go to the area between the Hackney Library and the Campion Center.
- Kenan Street Apartments  
Go to the grassy area at the intersection of Kenan Street and A.C.C. Drive.

- Fire Safety Education and Training

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Members of the Student Engagement staff receive fire safety training annually; this annual training is open to participation by all members of the Barton College faculty/staff/administration. Residence Life staff present a Fire Safety Education orientation to all residential students at the beginning of each semester (fall & spring); this orientation includes, but is not limited to, residence hall *Fire Safety Guidelines and Regulations and Fire Drill and Evacuation Procedures*.

- Reporting a Fire

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Individuals should report all incidents of fire to the following Barton College Campus Officials:

- Wilson Police Department - Barton College District Office, Waters Hall  
(252) 399-6911
- Director of Residence Life, Hamlin Student Center  
(252) 399-6366
- Vice President for Student Engagement, Harper Hall  
(252) 399-6315

**NOTE:** *Fire Safety Guidelines and Regulations and Fire Drill and Evacuation Procedures* are reviewed annually. Changes to fire safety guidelines, regulations and procedures are made routinely in consultation with the Wilson Fire Department and the Wilson Police Department.

## Section D: Reporting an Emergency – Initiating the Campus Emergency Response and Evacuation Procedure

- Individuals are encouraged to report emergencies immediately to the WILSON POLICE by dialing 911 (or using the exterior campus call boxes). Callers should not hang up until instructed to do so by Police/Dispatcher/EMS).
- Wilson Police will investigate, assess and declare the level of emergency. The type and severity of the emergency will determine what response is warranted by the appropriate EMT-Operation Group(s).

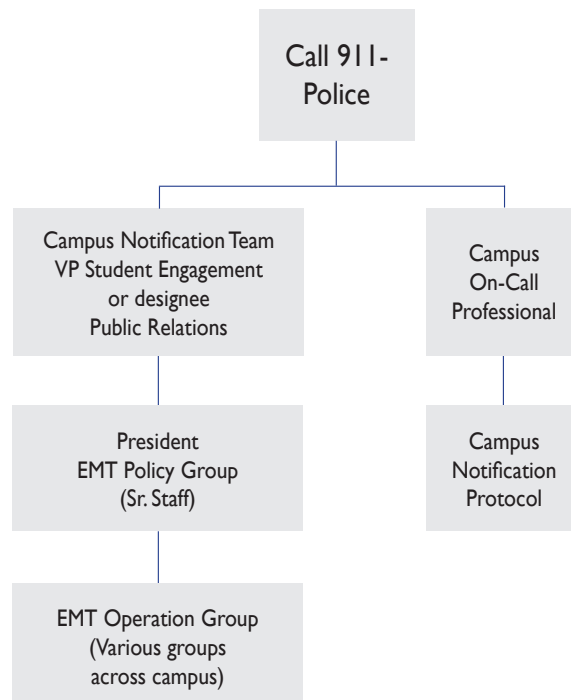
### An emergency will likely fall into two categories:

- Campus Evacuation or Limited Campus Evacuation (buildings, grounds, etc.)
- Shelter-In-Place

- The Police Sgt. in charge will communicate with the Vice-President for Student Engagement or designee, who will initiate contact with the other members of the Campus Notification System:
  - Executive Director of Public Relations
- The President will be contacted by the VP for Student Engagement. The Office of the President will notify the Emergency Response Team (Senior Staff members) who in turn will initiate and implement the Campus Emergency Response and Evacuation protocol (when required). This will involve notification of the Emergency Response Team Operation Group(s) as needed.

The flow of the above procedures follows:

### Emergency Notification Flow Diagram





## Activating the Campus Emergency Response Team

In the event of an emergency, the Emergency Response Plan is normally initiated.

- 1.) The first person on the scene usually assesses the situation and moves forward with implementing the initial action plan. This may include calling for emergency medical, fire, and/or law enforcement support. When appropriate, the President and/or designee may mobilize the Campus Emergency Response Team by texting or calling members.  
  
**NOTE:** The response team member will communicate the status of the situation and immediate needs to the President and the campus community as information becomes available.
- 2.) The Vice President for Student Engagement and/or designee usually identifies emergencies as “Level 1” or “Level 2” emergencies.
  - **Level 1:** A situation that will not involve outside agencies and/or media. The Vice President for Student Engagement and/or designee will decide if it is necessary to mobilize the entire Campus Emergency Response Team, specific members of the Campus Emergency Response Team, or none at all.
  - **Level 2:** Situation is such that outside agencies and media will most likely be involved. Barton College Senior Leadership should be informed immediately, and the Campus Emergency Response Team should be mobilized.
- 3.) All campus emergency responses should be debriefed by the Campus Safety and Security Committee and the Campus Emergency Response Team to discuss the response that was provided. The debriefings will be used to assess and recommend interventions as needed to the Senior Leadership.
- 4.) The Senior Leadership will discuss the recommendations and implements appropriate changes for the safety of the campus community.

## Campus Notification – Disseminating Emergency Information

Barton College employs a number of notification options when factors require immediate campus communication. In consultation with the College President and/or the appropriate Vice President, the Director of Public Relations should initiate the campus notification system as needed.

These options include, but are not limited to, the following:

- Barton College External Web Site ([www.barton.edu](http://www.barton.edu): Red Alert Bar)
- Barton College Email System
- The Campus Severe Weather Hotline:
  - Students – (252) 399-6868
  - Faculty/Staff – (252) 399-6600

In cases of severe weather, the Office of Residence Life may also notify residents in person and/or through signs on the entrances of the residence halls, including specific procedures to follow. For the safety of all residents, please follow these procedures as stated and do so as quickly, calmly, and quietly as possible. As in a fire drill, all students in the residence halls are expected to cooperate fully.

Should Wilson encounter severe weather, such as an ice storm/snow storm, check the weather alert bar on the Barton website or call the College Inclement Weather Information Line at (252) 399-6868 for the latest information concerning any delay or cancellation of classes.

- Barton College email system and Weather Alert Bar on Barton College Website
- Local and Regional Television and Radio broadcasts
- Code Red Emergency Notification System – this system sends immediate text, voice, and/or email messages to members of the College community who have pre-registered cell phone numbers for this purpose.

## Campus Safety Emergencies and Events

The College and site-specific plans encompass and address a broad range of potential major emergencies.

Such types of incidents as follows:

- I. Physical Harm or Threatening Emergency - violence, threat of suicide, bomb threats
- II. Natural Emergency - hurricane and flooding, tornados, winter weather, and earthquakes
- III. Situational - fire, gas leak, hazardous material spills
- IV. Medical - general

### I. Threatening Emergencies

Lockdown is a condition requiring complete separation and protection of college occupants from any situation regarding an existing internal or external situation that could directly threaten their safety.

An emergency lockdown is declared when, in the opinion of the Vice President for Student Engagement or Designee, a situation exists that threatens the safety of the College community and requires them to remain in their classrooms. When a dangerous person or condition exists in or near the college, the primary objective is to protect the college community from danger.

During a lockdown, doors should be locked where possible, and no one is to enter or leave a room. Windows should be covered and shut. It is safest to move students away from doors and windows. Make sure everyone is quiet and remains in a lockdown. The Wilson Police Department will go room by room and release each room or area once it is safe. The following instructions are intended for incidents that are of an emergent nature (i.e. imminent, or in progress).

### Active Shooter

Violent incidents, including but not limited to acts of terrorism, an active shooter, assaults, or other incidents of workplace violence can occur on college grounds or in close proximity with little or no warning. An active shooter is considered to be a suspect or assailant who uses a firearm to cause serious injury or death. Barton College, in partnership with Wilson Police Department, has adopted nationally accredited law enforcement response procedures to contain and terminate such threats as quickly as possible. The following information regarding law enforcement response will enable you to take appropriate action. Try to remain calm as your actions will influence others.

## Actions You Should Take Immediately

### 1.) Secure the Immediate Area

Whether in a classroom, residence hall room, office, or restroom:

- a. Lock or barricade the door. Block the door using whatever is available, such as desks, tables, file cabinets, other furniture, etc.
- b. After securing the door, stay behind solid objects away from the door as much as possible.
- c. If the assailant enters your room and leaves, lock or barricade the door behind them.
- d. If it is safe for you to do so, allow others to seek refuge with you.

### 2.) Protective Actions

Take appropriate steps to reduce your vulnerability:

- a. Close blinds.
- b. Block windows.
- c. Turn off radios and computer monitors.
- d. Silence cell phones.
- e. Keep people calm and quiet.
- f. After securing the room, people should be positioned out of sight and behind items.

### 3.) Open Areas

If you find yourself in an open area, immediately seek protection:

- a. Put something between you and the assailant.
- b. Consider trying to escape if you know where the assailant is and if there appears to be an escape route immediately available to you.
- c. If in doubt, find the safest assembly area available.

### 4.) Call 911

Emergency situations should be reported to law enforcement by dialing 911.

You may hear multiple rings, but stay on the line until it is answered. Do not hang up. Be prepared to provide the Police Officer with as much information as possible, such as the following:

- a. Begin by stating your name, the building name, and room number.
- b. Describe the nature of the emergency.
- c. Number of people at the location.
- d. Injuries, if any, including the number of injured and types of injuries.
- e. Try to provide information in a calm, clear manner so that the Police Officer can quickly relay your information to responding law enforcement and emergency personnel.

## 5.) What to Report

Try to note as much as possible about the assailant including:

- a. Specific location and direction of the assailant(s).
- b. Number of assailant(s).
- c. Gender, race, and age of the assailant(s).
- d. Language or commands used by the assailant(s).
- e. Clothing color and style.
- f. Physical features, e.g., height, weight, facial hair, glasses.
- g. Type of weapons, e.g., handgun, rifle, shotgun, explosives.
- h. Description of any backpack or bag.
- i. Do you recognize the assailant(s)?
- j. Do you know their name(s)?
- k. What exactly did you hear (e.g., explosions, gunshots, etc.)?

## 6.) When to Leave

- a. The assailant may not stop until their objectives have been met or until engaged and neutralized by law enforcement.
- b. Always consider the risk of exposure by opening the door for any reason.
- c. Attempts to rescue people should only be made if it can be done without further endangering yourself or the persons inside the secure area.
- d. Be aware that the assailant may bang on the door, yell for help, or otherwise attempt to entice you to open the door of a secured area.
- e. If there is any doubt about the safety of the individuals inside the room, the area needs to remain secured.
- f. It is best to remain in a secured area until the “ALL CLEAR” is issued by law enforcement and you have received a Code Red message.

## What to Expect from Law Enforcement Response

Wilson Police Department Officers will immediately respond to the area and may be assisted by other law enforcement agencies if needed. Law enforcement’s purpose is to stop the active shooter as soon as possible. The first officers to arrive on the scene will not stop to help injured persons. Expect rescue teams composed of additional officers and emergency medical personnel to follow the initial officers (this will not take place until the threat is neutralized and the area is secure).

## Remember:

### 1.) Help is on the way.

- a. Remain inside the secure area, so long as it remains safe to do so.
- b. The safest place for you to be is in a locked/barricaded room.
- c. Law enforcement will locate, contain, and stop the assailant.
- d. The assailant may not flee when law enforcement enters the building but instead may target arriving officers.

### 2.) When law enforcement arrives:

- a. Follow officers' instructions.
- b. Put down any items in your hands, e.g., bags, jackets.
- c. Immediately raise hands and spread fingers.
- d. Keep hands visible at all times.
- e. Avoid making quick movements toward officers such as holding on to them for safety.
- f. Avoid pointing, screaming, and/or yelling.

### 3.) Injured Persons.

Initial responding officers will not treat the injured or begin evacuation until the threat is neutralized and the area is secure.

- a. You may need to explain this to others to calm them.
- b. Once the threat is neutralized, officers will assist EMS with treatment and evacuation of injured and other personnel.

### 4.) Evacuation.

Responding officers will establish safe corridors for persons to evacuate.

- a. This may be time consuming.
- b. Simply follow the directions of law enforcement personnel.
- c. Remain in secured areas until instructed otherwise.
- d. You may be instructed to keep your hands on your head.
- e. You may be searched.
- f. After evacuation, you may be taken to a staging or holding area for medical care, interviewing, counseling, etc.

## Attempted Suicide

You may come in close contact with a wide variety of students on a daily basis. You get to know some of these individuals very well and are familiar with their moods and behaviors. Thus, you are in an excellent position to notice attitudinal or behavioral changes that might indicate an adjustment difficulty or emotional problem. Working together, we may be able to identify and assist students who need additional support in order to remain enrolled and be successful at Barton College. If a suicidal attempt appears imminent, notify Wilson Police Department by calling 911. If the attempt is threatened but does not appear to be imminent, notify the Wilson Police Department at 252-399-6911 and enter a concerning behavior report.

The following are observable signs that may indicate a student referral to Student Health Services as needed:

- Comments about suicide, depression, abuse, or other trauma
- Inability to concentrate in class
- Withdrawal or isolation from others
- Crying or sleeping in class
- Unusually high (or low) energy level
- Sudden lack of interest in hygiene or appearance
- Dramatic weight loss or gain
- Change in peer groups
- Sudden drop in class attendance, participation, or performance
- Under the influence of drugs/alcohol in class

Guidelines for referring a student for counseling services (non-emergency):

- Speak directly to the student and express your concern.
- Share contact information for the Lee Student Health Center and Virtual Care Group
- Lee Student Health Center Office Number: 252-399-6397
- Lee Student Health Center Email: [healthcenter@barton.edu](mailto:healthcenter@barton.edu)
- Virtual Care Group (Free Virtual Counseling): [thevirtualcaregroup.com/barton](http://thevirtualcaregroup.com/barton)

The Lee Student Health Center at Barton College can:

- Answer your questions concerning steps to take in assisting students
- Offer information about personal concerns and problems
- Provide community referral services for students and employees of Barton College

## Bomb Threats

If you receive a telephone bomb threat:

- 1.) Listen carefully. Be polite and show interest. Try to keep the caller talking so that you can gather more information about the device, the validity of the threat, or the identity of the caller. Listen carefully for background noises.
- 2.) Notify a supervisor or co-worker and have them immediately call 911.
- 3.) Note the phone number of the caller if your telephone has a display.
- 4.) Gather as much information as possible. Use the bomb threat checklist, and ask questions in a polite and non-threatening manner.

**WRITE DOWN THE EXACT WORDS OF THE CALLER AND ANY THREATS.**

- 5.) Upon completion of the call, be sure the Wilson Police Department has been notified. Complete the Bomb Threat Checklist (see appendix C) while the call is still fresh in your memory.

- 6.) Remain available to answer questions from responding officers.
- 7.) If the threat was received by another individual and he/she is relaying information to you, use the checklist to gather as much information as possible.

The form below is for note taking and printing only. It is not sent to the Wilson Police Department or any other law enforcement agency.

Date of Call:	Phone # of Caller:
Time Call Received: ____ A.M. ____ P.M.	Time Call Concluded: ____ A.M. ____ P.M.
Person Receiving Call:	Phone # Call Received On:

What were the **EXACT WORDS** of the caller? Ask them to repeat the message, if necessary.

Ask the following questions:

- When is the bomb going to explode?
- Where exactly is the bomb?
- Did you place the bomb?
- When did you put it there?
- What does the bomb look like?
- What kind of bomb is it?
- What will make the bomb explode?
- Why did you place the bomb?
- What is your name?
- Where are you?
- What is your address?
- Are you aware that it could kill or injure innocent people in addition to those you intend to hurt?

**NOTE:** In the case of a written threat, it is vital that the document be handled by as few people as possible, as this is evidence and should be turned over the Police.

## II. Severe Weather Threats and Natural Emergencies

### Severe Weather Threats

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- |                             |                    |
|-----------------------------|--------------------|
| 1.) Hurricanes and Flooding | 3.) Winter Weather |
| 2.) Tornadoes               | 4.) Earthquakes    |

## Responsibility for the Decision to Close

On the rare occasions when Barton College decides to close, the President, Vice President for Academic Affairs, and Vice President for Student Engagement will make the decision.

## Official Announcements

If the decision is to close the College, the Barton College administration will make all official College announcements by way of the Director of Public Relations. Announcements of an emergency closing will, to the greatest extent possible, specify the starting and ending times of the closing, and whether the closing includes specific College services, events, evening classes, athletic events, and programs.

The College website is the primary source of information on College closings. Announcements are also distributed via Code Red Alert, email, social media and television outlets if needed.

Therefore, College announcements may be available from the following as needed:

- College website: Barton College
- College email to all employees and students with active email addresses
- Television: WRAL-TV

## Common terms used during severe weather include:

### 1.) Hurricanes and Flooding

Hurricanes are common natural emergencies in the eastern North Carolina region. Typically North Carolina is affected by hurricanes annually.

The following definitions are helpful in managing Hurricane and/or Tornado related emergencies:

- **Hurricane Alert:**  
Hurricane conditions pose a possible threat to the Barton College/Wilson, NC, area for the next 72 hours.
- **Hurricane Watch:**  
The potential for hurricane conditions is good for the Barton College/Wilson, NC, area for the next 36 hours.
- **Hurricane Warning:**  
Hurricane conditions are expected within the next 24 hours.

Barton College, in partnership with the Wilson County Emergency Management team, will closely monitor and assess the potential interventions needed for inclement weather. The President, Vice President for Student Engagement, and Vice President for Academic Affairs will convene, determine, and relay any updates or alterations to the college operation schedule.

### 2.) Tornado

- **Tornado Warning:**  
Tornado detected. Take shelter.
- **Tornado Watch:**  
Tornados are possible.



If a **TORNADO WARNING** is issued:

- 1.) Stay away from windows.
  - 2.) Go to the basement or the lowest floor possible.  
Disabled individuals will receive assistance from the Building Safety Coordinator or other campus staff members during the emergency.
  - 3.) If in the classroom, go to an interior hallway or designated area.
  - 4.) If outdoors without shelter, lie flat in a nearby ditch and shield your head.
- When a tornado threatens, you will usually be notified by the Code Red system. Building coordinators will initiate the severe weather procedures.

### Safe Shelter Locations

Building	Location of Safe Shelter
Harper Hall	Basement
Hardy Alumni /Residence Life office	Restrooms of lower level
Hamlin Student Center	Restroom
Lee Student Health Center	Restroom
Wilson Gymnasium	Women's Visiting team locker room
KRIC	Women's Visiting team locker room
Sports Performance Center	Restroom
David S. Hicks Family Sports Center	Team locker rooms
Electric Supply Company Field	Wilson Gymnasium or Kennedy Theatre
Press Box/President's Box	Wilson Gymnasium or Kennedy Theatre
Nixon Nursing Building	Interior Hallway
Moye Science Hall	Lower Level Interior Hallway
Kennedy Family Theatre	Interior Black Box Theatre
Roma Hackney Music Building	Band Room
Case Art Building	Interior Studio
J.W. Hines Hall	Lower Level Internal Hallway
Howard Chapel	Restroom
Hardy Center	Interior Hallway
Mary Irwin Belk Hall	Restroom Area
Campion Center	Interior Restroom Areas
Willis N. Hackney Library	Restroom
Wenger Residence Hall	Lower Level Internal Hallway
Hilley Residence Hall	Lower Level Internal Hallway
BC Bistro	Restroom
Hackney Residence Hall	Individual restrooms
Waters Residence Hall	Lower Level Internal Hallway
East Campus Suites	Lower Level Internal Hallway
Stephenson Apartments/Vance Street	Restroom
Kenan Street Apartments	Restroom
Barton-Graves Home	Interior Restroom
Tennis Facility	Restroom/team room
Athletic Complex	Baseball Locker room
807 Vance Street	Restroom
Whitehead House	Restroom
Eddie Hopkins Facilities Building	Interior Hallway

### 3.) Winter Weather

Snow and ice storms are common natural emergencies in the eastern North Carolina Region. Barton College, in partnership with Wilson County Emergency Management team will closely monitor and assess the potential interventions needed for inclement weather. The President, Vice President for Student Engagement, and Vice President for Academic Affairs will convene, determine, and relay any updates or alteration to the college operation schedule.

## 4.) Earthquake

Earthquakes occur without warning. Some earthquakes are instantaneous tremors, and others are significant sustained events followed by aftershocks.

### 1.) SEEK SHELTER IMMEDIATELY.

- A. Indoors: Watch for flying glass, falling plaster, bricks, light fixtures, and other objects. Stay clear of high bookcases, shelves, and other furniture, which might slide or topple, as well as windows and mirrors.
- B. Outside: Avoid high buildings, walls, power poles, and other objects, which could fall. If possible, move to an open area, large parking lot, or lawn area away from all hazards.
- C. In a car: Stop in the safest place available, again, in an open area.

2.) As long as it is safe to do so, remain in place until the “ALL CLEAR” signal is given.

## III. Fire

### Residence Hall Emergency Fire Plan

Despite all precautions to prevent our Barton College students from fire hazards, fires can happen. The following information will help in the event of a fire.

#### 1.) Know where the exits are located.

Make sure the windows in your building are not blocked. Know the nearest exit.

#### 2.) Know the location of fire extinguishers in your building.

Never tamper with fire extinguishers.

#### 3.) When you are notified that there is a fire, do the following immediately:

- a. Check the door. **If it is hot, DO NOT OPEN IT.** Otherwise, open the door slowly and be prepared to close it if the hallway is full of smoke or fire.
- b. Should you encounter smoke in the building, **CRAWL** to the nearest exit.
- c. If you become trapped in a room, open the window, and exit through it. If the window is stuck, break it out, and exit through the window.
- d. Disabled individuals will receive assistance from the Building Safety Coordinator or other campus staff members during the emergency.

#### 4.) Any time you see smoke or fire, carefully investigate, and call 911.

### Fire Safety Protocol for Non-Residential Spaces

In the event of fire, proceed according to the following directions:

#### 1.) Call 911.

#### 2.) If in a classroom setting, instructors should inform students where to exit the building.

Instructors should also assist disabled individuals with exit procedures (see Appendix D).

Students are to walk quietly and calmly, without taking time to gather any personal belongings before leaving the classroom. Always listen to instructions from campus personnel.

- 3.) Confine fire by closing the door to the area involved.
- 4.) Keep the path to the emergency area open for emergency vehicles.
- 5.) No one should return to the building until the authorities declare the area safe and an “ALL CLEAR” has been communicated.

## IV. Gas Leaks and Hazardous Materials

### 1.) Gas Leak Emergencies

#### Residence Hall Emergency Fire Plan

If a gas leak is suspected, immediately call 911, and evacuate the space.

Be prepared to provide information such as your name, exact location of the suspected leak, and injuries or property damage.

### 2.) Hazardous Materials Spills

#### First Response

**During Regular Working Hours — Call Facilities (252) 399-6526**

**After Regular Working Hours/Weekends/Holidays — Call 911 (Wilson Police Dept.)**

The complexity and detail of the resulting spill will depend upon the volume of materials being handled, the flammability of materials, potential toxic effects, and the potential for release to the environment.

- Provide your name, building, location in the building (room number, etc.), and the type of emergency.
- Do not hang up until instructed to do so by the dispatcher.
- The responsible person on site should evacuate the affected area immediately, and seal it off to prevent further contamination.
- Shut down hazardous operations.
- Turn off ignition sources.
- Ventilate the area if possible/practical.
- Evacuation – If in the judgment of the person or persons responsible for such materials it is determined that the spill presents a danger to themselves or other building occupants, the building fire alarm should be activated to alert the building occupants to evacuate.
- When the fire alarm sounds, all persons must leave the building and follow established Fire and Evacuation procedures.
- Do not re-enter the affected area until directed to do so by a College official.

### 3.) Utility Failure, Water Leaks, and Water Damage, Hazardous Material Spills

#### First Response

**During Regular Working Hours — Call Facilities (252) 399-6526**

**After Regular Working Hours/Weekends/Holidays —**

**On-Campus - Call Campus Police 6911**

**Off-Campus - Call Campus Police (252) 399-6911**

#### Action Steps

##### Utility Failure

- Immediately notify the Office of Facilities Services (On Campus, call #6526).
  - Facilities Services will verify the cause of the failure and the approximate duration of the failure.
  - Provide as much information about the leak as possible: building, location, severity of the leak, possible cause.

**IF THERE IS ANY POSSIBLE DANGER, EVACUATE THE AREA.**

- If an emergency exists, follow the established evacuation procedures.
  - Once outside, move 500 feet from the affected building. Keep walkways, fire lanes, and parking areas clear for emergency vehicles and personnel.
- Power failure may also result in telephone service interruption.
- If a power failure occurs during daylight hours, open window coverings to allow natural light into the building. If you are in an unlighted area, proceed cautiously to an area that has emergency lights or emergency power.
- Notify Campus Police (6911) if people are trapped in an elevator. Instruct trapped persons to remain calm and stay in the elevator until help arrives.
  - If you are trapped in an elevator, remain calm. Use the intercom, if available, or press the emergency button. Do not attempt to leave the elevator until help arrives.
- Provide assistance to persons with disabilities, other students, visitors, faculty, and staff.
- Do not return to the building after it has been evacuated unless instructed to do so by College officials or emergency personnel.

#### Assembly Areas

When a campus emergency is identified that requires an evacuation, the Campus Emergency Response Team will relay information of identified assembly areas.

When conditions improve, the Campus Emergency Response Team will give the “ALL CLEAR” and allow occupants to return to their buildings.

## V. Medical Emergencies

### 1.) Assess the Emergency

- **STOP!**
- Evaluate the safety of yourself and others.
- Respond appropriately.

### 2.) Response

Call 911 (if deemed necessary)

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**DO NOT HANG UP UNTIL INSTRUCTED  
TO DO SO BY POLICE/DISPATCHER/EMS**

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### 3.) Immediate Action

- Do not attempt to move a person who has fallen and appears to be in pain.
- Always listen to the Police/Dispatcher/EMS – The questions they ask are for the safety of you, the public, and the first responders.

If possible, provide the following information to the officer/dispatcher/EMS:

- Your name
- Your location
- Description of the medical emergency
- Description of the symptoms
- The name(s) of the ill/injured person(s):
- Medications
- Major medical history (heart condition, asthma, diabetes, etc.)
- Allergies
- Any Medic Alert Identifier
- Enlist help and stay with the injured person(s) until help arrives.
- Do not unnecessarily expose yourself to hazards, including: fire, electricity, chemicals, or bodily fluids.
- While waiting for help, ask for proper medical procedures by phone.
- Remain at the scene after emergency personnel have arrived to provide information.

### 4.) Response to Drug Overdose

#### Signs of Overdose

- Recognizing the signs of opioid overdose can save a life.

Here are some things to look for:

- Small, constricted “pinpoint pupils”
- Falling asleep or losing consciousness
- Slow, weak, or no breathing
- Choking or gurgling sounds
- Limp body
- Cold and/or clammy skin
- Discolored skin (especially in lips and nails)

## Administration of naloxone

- 1) **Call 911 immediately.**
- 2) Lay the person down on their back.
- 3) Administer Naloxone (Narcan) Nasal Spray, if available.
- 4) Lay the person on their left side to prevent choking.
- 5) Try to keep the person awake and breathing.
- 6) Stay with the person until emergency assistance arrives.

## What is naloxone (Narcan)?

Naloxone is a life-saving medication that can reverse an overdose from opioids – including heroin, fentanyl, and prescription opioid medications – when given in time.

Naloxone is easy to use and small to carry. There are two forms of naloxone that anyone can use without medical training or authorization: prefilled nasal spray and injectable.

## How does naloxone work and how do you use it?

Naloxone quickly reverses an overdose by blocking the effects of opioids. It can restore normal breathing within 2 to 3 minutes in a person whose breath has slowed, or even stopped, as a result of opioid overdose. More than one dose of naloxone may be required when stronger opioids like fentanyl are involved. Naloxone won't harm someone if they're overdosing on drugs other than opioids, so it's always best to use it if you think someone is overdosing. If you give someone naloxone, stay with them until emergency help arrives or for at least four hours to make sure their breathing returns to normal.

# APPENDIX A

## Guidelines for Persons with Disabilities

If you are disabled, follow the guidelines below:

- Prepare for emergencies by learning the location of exits, stairwells, and fire alarms in each building you use frequently.
- Tell a coworker, classmate, or instructor in each area or class if you will need assistance during an emergency evacuation from the building.
- Practice using escape routes. If you cannot speak loudly, carry a whistle or have some other means for attracting the attention of others.
- Know how to help others help you. Give clear instructions about your needs or preferences.

### Evacuation Procedures

- Faculty and staff are responsible for directing evacuations from their classroom and work areas.

When the situation involves a person with a disability, use these guidelines to assist them:

- Know the evacuation routes.
- Do not move disabled persons without first asking them if they need help.
- Remain calm.
- If asked, assist the person to the nearest safe exit. If a stairwell is used and smoke is not present, assist them inside and close the fire door.
- If you cannot assist in the evacuation, alert emergency personnel to the location of the person.

### Use of Elevators

- **DO NOT USE the elevator during fire!** If you do not know the nature of the emergency, assume it to be a fire. If the emergency is other than fire, persons with disabilities have priority using the elevators for evacuation.
- If you are physically able to use the stairways, you should **NOT** use the elevators during any emergency.

### Hearing Impaired Persons:

- Persons with impaired hearing may not perceive emergency alarms and an alternative warning technique is required.

Two methods of warning that may be used include:

- Writing a note telling what the emergency is and the nearest evacuation route.
- Turning the light switch on and off.
- Then indicate through gestures or writing what is happening and what to do.

#### Persons Using Crutches, Canes, or Walkers:

- Ask if the person needs assistance to evacuate.
- Offer to guide them to the emergency exit.

#### If necessary, carrying options include:

- Using a two-person lock arm position
- Having the person sit in a sturdy chair, preferably one with arms.

#### Persons in Wheelchairs:

- Ask the person how you can help.
- Determine if the person wants to be removed from the chair.
- Determine if the person wants to be carried down a flight of stairs (forward or backward)
- Ask what type of assistance they will need after evacuation.
- Alert emergency personnel to the location.



## APPENDIX B

### Campus Safety Evaluation Checklist

	YES	NO
Are floors, aisles, and inside passageways kept clean and dry and all spills cleaned up immediately?	<input type="checkbox"/>	<input type="checkbox"/>
Are floor holes, such as drains, covered?	<input type="checkbox"/>	<input type="checkbox"/>
Are yards maintained so as to minimize tripping and falling hazards? Are there handrails on all stairways having four or more steps?	<input type="checkbox"/>	<input type="checkbox"/>
Are all exits marked with an exit sign and illuminated by a reliable source?	<input type="checkbox"/>	<input type="checkbox"/>
Are all exit routes always kept free of obstructions?	<input type="checkbox"/>	<input type="checkbox"/>
Are all containers labeled as to their contents?	<input type="checkbox"/>	<input type="checkbox"/>
Are persons required to wear eye and skin protection when handling unsafe materials?	<input type="checkbox"/>	<input type="checkbox"/>
Have procedures been set for clean up of unsafe spills?	<input type="checkbox"/>	<input type="checkbox"/>
Are flammable liquids kept in closed containers when not in use?	<input type="checkbox"/>	<input type="checkbox"/>
Are all spills of flammable or combustible liquids cleaned up promptly?	<input type="checkbox"/>	<input type="checkbox"/>
Are gasoline and other flammable liquids stored in approved containers?	<input type="checkbox"/>	<input type="checkbox"/>
Are restrooms and washrooms kept in clean and sanitary condition?	<input type="checkbox"/>	<input type="checkbox"/>
Are extinguishers selected for the types of combustibles and flammables in the areas where they are to be used?	<input type="checkbox"/>	<input type="checkbox"/>
Class A Ordinary combustible material fires	<input type="checkbox"/>	<input type="checkbox"/>
Class B Flammable liquid or grease fires	<input type="checkbox"/>	<input type="checkbox"/>
Class C Energized electrical equipment fires	<input type="checkbox"/>	<input type="checkbox"/>
Are extinguishers fully charged and kept in designated places?	<input type="checkbox"/>	<input type="checkbox"/>
Are extinguishers located along the normal path of travel?	<input type="checkbox"/>	<input type="checkbox"/>
Are extinguisher locations not obstructed or blocked?	<input type="checkbox"/>	<input type="checkbox"/>
Have all extinguishers been serviced, maintained, and tagged at intervals not exceeding one year?	<input type="checkbox"/>	<input type="checkbox"/>

Last Date Evaluation Completed: \_\_\_\_\_

Signed: \_\_\_\_\_

Location Inspected: \_\_\_\_\_

# APPENDIX C

## Bomb Threat Checklist

### Characteristics of the Call: (Check all that apply.)

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#### Call Origination:

- Local
- Long Distance
- Cell Phone
- Unknown

#### Message:

- Live
- Recorded
- Message read by caller

### Characteristics of the Caller:

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#### Sex of Caller:

- Male
- Female
- Unknown

#### Estimated Age:

- Child / Teen
- Young Adult
- Middle-aged Adult
- Older Adult

#### Voice Qualities:

- Clear
- Loud
- High-Pitched
- Raspy
- Pleasant
- Distorted / Muffled
- Soft
- Low-Pitched / Deep
- Smooth
- Unpleasant

#### Speech Pattern:

- Deliberate
- Hesitant
- Distinct (describe) \_\_\_\_\_
- Slurred
- Speech Impediment
- Accent (describe) \_\_\_\_\_
- Fast
- Slow

#### Language:

- Educated
- Well-Spoken
- Rational
- English
- Foul
- Uneducated
- Unusual Phrases / Slang
- Irrational
- Non-English

(Comments)

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## Annual Campus Safety Practices

A test exercise of the Campus Emergency Response and Evacuation Procedure is normally conducted annually.

### The annual test includes:

- The publication of these emergency procedures
- At least one (1) table top campus test exercise per calendar year
- At least one (1) physical administrative drill per academic building per calendar year
- A description of the exercise
- The date and time the exercise was conducted
- Whether the test exercise was announced or unannounced
- Have building walk throughs with Building Managers and refer to Campus Safety Evaluation Checklist (Appendix D for safety references).



# BARTON College Campus Map



1. Harper Hall
  - Admissions / Financial Aid
  - General Administration Offices
  - President
2. Centennial Alumni Bell Tower
3. Willis N. Hackney Library
4. Mary Irwin Belk Hall
5. Hardy Center
6. Georgia Brewer Campion Center for Academic Success
7. J.W. Hines Hall
8. Howard Chapel
9. Case Art Building
10. Roma Hackney Music Building
11. Kennedy Family Theatre
12. Moye Science Hall
13. Nixon Nursing Building
14. East Campus Suites
15. Sports Performance Center
16. Wilson Gymnasium
17. Kennedy Recreation and Intramural Center
18. Waters Hall
19. Lee Student Health Center
20. Hackney Hall
21. BC Bistro
22. Hamlin Student Center
  - Culinary Center
  - College Store
  - Mail Services
23. Hardy Alumni Hall
24. Hilley Hall
25. Wenger Hall
26. Barton-Graves House
27. Truist Stadium / Electric Supply Company Field
28. Athletic Complex (Corbett Ave.)
  - Tennis / Pickle Ball Courts
  - Intramural Field
  - Soccer Offices
29. Athletic Complex (Kincaid Ave.)
  - Baseball Field
  - Soccer Field
  - Softball Field
30. David S. Hicks Family Sports Operations Center

Parking

## GLOSSARY OF TERMS / DEFINITIONS

**Awareness Programs:** “Awareness Programs” means, community-wide or audience-specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration. \* PaperClip Communications, 2015, VAWA Compliance, Policy & the Law, page 90.

**Bystander Intervention:** “Bystander Intervention” means, safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene. \* PaperClip Communications, 2015, VAWA Compliance, Policy & the Law, page 90.

**Campus Security Authorities:** “Campus Security Authorities” means that Campus Crime Reports will include all crimes reported to Campus Security Authorities, which include the following four groups:

1. A campus police or security department
2. Any individuals who have a responsibility for campus security but do not constitute a police or security department
3. Any individual or organization specified in an institution’s statement of campus security policy as an individual or organization to which students and employees should report criminal offenses
4. An official of an institution who has significant responsibility for student and campus activities, including student discipline and campus judicial proceedings

**Consent:** “Consent” means the affirmative, unambiguous, and voluntary agreement to engage in a specific sexual activity during a sexual encounter. An individual who is asleep, or mentally or physically incapacitated, either through the effect of drugs or alcohol or for any other reason, or who is under duress, threat, coercion, or force, is not able to consent. Further, one is not able to infer consent under circumstances in which the consent is not clear, including but not limited to the absence of “no” or “stop,” or the existence of a prior or current relationship or sexual activity.

**Dating Violence:** “Dating Violence” means controlling, abusive, and aggressive behavior in a romantic relationship. It can happen in straight or gay relationships. It can include verbal, emotional, physical, or sexual abuse, or a combination.

**Domestic Violence:** “Domestic Violence” means abuse that happens in a personal relationship. It can happen between past or current partners, spouses, or boyfriends and girlfriends. Domestic violence affects men and women of any ethnic group, race, or religion; gay or straight; rich or poor; teen, adult, or elderly. The abuser may use fear, bullying, and threats to gain power and control over the other person. He or she may act jealously, controlling, or possessive.

**Ethnicity Bias:** “Ethnicity Bias” means a performed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term race in that “race” refers to grouping based mostly upon biological criteria, while “ethnicity” also encompasses additional cultural factors. \*The Federal Bureau of Investigation’s “Hate Crime Data Collection Guidelines and Training Manual,” December 19, 2012.

**Fondling:** “Fondling” means the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

**Incest:** “Incest” means sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**Primary Prevention Programs:** “Primary Prevention Programs” means programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe direction. \* PaperClip Communications, 2015, VAWA Compliance, Policy & the Law, page 91.

**Proceeding:** “Proceeding” means the official record of the College Student Conduct Process leading to the conclusion of a grievance or complaint.

**Rape:** “Rape” means penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

- “Mentally disabled” means a victim who suffers from mental retardation, or a victim who suffers from a mental disorder, either of which temporarily or permanently renders the victim substantially incapable of appraising the nature of his or her conduct, or of resisting the act of vaginal intercourse or a sexual act, or of communicating unwillingness to submit to the act of vaginal intercourse or a sexual act.
- “Mentally incapacitated” means a victim who due to any act committed upon the victim is rendered substantially incapable of either appraising the nature of his or her conduct, or resisting the act of vaginal intercourse or a sexual act.
- “Physically helpless” means a victim who is unconscious, or a victim who is physically unable to resist an act of vaginal intercourse or a sexual act or communicate unwillingness to submit to an act of vaginal intercourse or a sexual act.
- “Touching” means physical contact with another person, whether accomplished directly, through the clothing of the person committing the offense, or through the clothing of the victim.

**Reported Crime:** “Reported Crime” means that a crime is considered “reported” when it is brought to the attention of a campus security authority or local law enforcement personnel by a victim, witness, other third party or even the offender.

**Unfounded Reported Crime:** An “Unfounded” reported crime means a reported crime that is investigated and found to be false or baseless by law enforcement personnel.

**Risk Reduction:** “Risk Reduction” means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence. \* PaperClip Communications, 2015, VAWA Compliance, Policy & the Law, page 91.

**Result:** “Result” means the conclusion of the investigative and student conduct process, culminating in an action or determination.

**Sexual Assault:** “Sexual Assault” means an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the Federal Bureau of Investigation’s URC (Uniform Crime Reporting) program.

**Sexual Offenses:** “Sexual Offenses” means any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

**Stalking:** “Stalking” means repeated harassment or threatening behavior by an individual, such as following a person, appearing at a person’s home or place of business, making harassing phone calls, leaving written messages or objects, or vandalizing a person’s property, according to the U.S. Department of Justice for Victims of Crime (OVC). Any unwanted contact between two individuals that directly or indirectly communicates a threat or places the victim in fear can be considered stalking. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for a person’s safety or safety of others; or suffer substantial emotional distress. For the purpose of this definition –

- Course of Conduct means two or more acts, including, but not limited to , acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person’s property
- Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim
- Substantial emotional distress means significant mental suffering or anguish that may, but not necessarily, require medical or other professional treatment or counseling

**Statutory Rape:** “Statutory Rape” means sexual intercourse with a person who is under the statutory age of consent.



**BARTON**  
COLLEGE

College Website Link:

<https://www.barton.edu/wp-content/uploads/2024/10/Clery-Report-2023-File.pdf>