Annual Security And Fire Safety Report 2023

Sandhills COMMUNITY COLLEGE

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In accordance with SCC Policy 10.13 Consumer Information:

The College will adhere to federal guidelines related to providing annual updates to Consumer Information related to campus safety, consumer awareness, and campus information.

ANNUAL SECURITY AND FIRE SAFETY REPORT 2023

The Campus Security Act Legal Requirements

The Campus Security Act requires colleges and universities to:

- Publish an annual report every year by October 1 that contains three years of campus crime statistics and certain campus security policy statements;

- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police or security, law enforcement, and other University officials who have "significant responsibility for student and campus activities"

- Provide "timely warning" notices of those crimes that have occurred and pose an ongoing "threat to students and employees," and

- Disclose in a public crime log "any crime that occurred on campus…or within the patrol jurisdiction of the campus security or the campus police department and is reported to the campus security or police department."

The Sandhills Community College Police and Public Safety Department is responsible for preparing and distributing this report. We work with many other departments and agencies to compile the information. We encourage members of the Sandhills Community College community to use this report as a guide for safe practices on and off campus.

Each member of the college community receives telephone notification of the reports availability and information that describes the report and provides its Web address. For a paper copy, contact the SCC switchboard at (910) 692-6185.

Police and Public Safety Department: How to Contact Us

The police and public safety office is located at 3395 Airport Road, Pinehurst, rooms 108 and 109 of Wellard Hall. Contact the switchboard by dialing "0" from any campus phone, dial 911, if necessary prior to notifying the switchboard; the telephone number for routine business calls is (910) 695-3831. The department consists of professional security and police officers dedicated to providing quality service to the community.

Officers patrol the campus on foot, golf cart, and in vehicles. The switchboard is set up to answer emergency calls and dispatch officers and other emergency services to incidents, and monitor alarms. The department also employs students who carry out a variety of roles.

College Policy on Campus Crime

In accordance with the Student Right-to-Know, the Campus Security Act of 1990 and amended by the Clery Act, the Violence Against Women Act and the SaVE Act of 2014 SCC exhibits zero tolerance toward violence on campus, including sexual assault, sexual violence, interpersonal violence, stalking, aggravated assault, physical confrontations of any kind, verbal threats of intent to cause harm, harassment designed to intimidate another, hate crimes, robbery, burglary, and property crimes such as destruction, theft, and sabotage. No distinction will be made between violence caused by students or employees and that precipitated by visitors to campus.

Students who participate in campus violence will be subject to disciplinary actions up to and including expulsion (see "Student Code of Conduct"). There is an inherent right to appeal.

Sandhills Community College Police and Public Safety officers work closely with several local law enforcement agencies. We rely on these relationships for support on several levels. In addition to sharing critical information, the police department can immediately contact Moore County 911. Local law enforcement officers work at events on the Sandhills Community College campus.

Reporting Criminal Incidents and Other Emergencies

Sandhills Community College students, employees, and guests are strongly encouraged to promptly report all crimes, incidents, suspicious persons, or suspicious activity occurring on campus to Campus Safety, or to local law enforcement, even if the victim of the crime chooses not to file a report, or is unable to file a report

Main [Moore County] Campus
During the hours of operation, individuals may report a crime/emergency by calling "911", the switchboard operator "0" or calling campus police at 910.695.3831. Cellular phones and REGROUP student and staff notifications serve as conduits for reporting crime. After hours, individuals may call "911," Sandhills Community College encourages accurate and prompt reporting of incidents. If for any reason one may be hesitant to contact Campus Police directly, contact any one of the following:

- Vice President, Enrollment Management and Student Services (3714)
- Vice President, Workforce Continuing Education (3767)
- Vice President, Instruction (3715)

Hoke Center
During hours of operation, individuals may report a crime/emergency by calling "911", the Hoke Center Switchboard at 910.875.8589 or calling campus police at 910.878.5802. Cellular phones and REGROUP student and staff notifications serve as conduits for reporting crime. After hours, individuals should contact "911".

Off-Campus Crimes
Employees and students in classes located off-campus should follow the same procedures outlined above for reporting crimes. Immured students are encouraged to review and follow emergency procedures specific to their institution of residence. After college hours, call "911". Campus police is to be notified of the details of the incident as soon as possible.

Voluntary and Confidential Reporting

Persons who decide not to pursue action with the criminal justice system or with Sandhills Community Colleges may want to consider making a confidential report. The Director of Campus Police, may file a report based upon the details of the incident without revealing a victim's identity. The purpose of a confidential report is to comply with the victim's wish to keep the matter confidential, while taking steps to ensure the future safety of others. With such information, the College can keep accurate records of the number of incidents involving students and employees to determine whether there is a pattern of crime, and alert the campus community to potential danger. The confidential reports can be given to any Campus Security Authority. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution; however, identifying information remains anonymous. The College will take reasonable steps to promptly investigate and to respond to the complaint. With confidential reports, the College will make attempts to address the concerns of the complainant, including concerns of retaliation. However, the request for a confidential report may limit the college's ability to fully address a situation.

Emergency Services

Police and maintenance employees are the primary First Responders. They respond to campus emergencies such as injury, illness, fire, tornadoes, etc. In the event of an emergency, follow the instructions of college officials. In addition, emergency instructions are posted throughout the campus.

All students, employees, and guests should promptly report criminal incidents, accidents, and other emergencies. Individuals may also report incidents in person at the police and public safety office. Students should use cellular devices to call Security at 910.690.2762 or 911.

Investigations

All reasonable efforts will be made to maintain confidentiality. Upon receiving the report, an investigation into the incident will begin immediately. The police chief and the Vice President for Administrative Services will determine if a campus and/or community alert should be issued in the interest of public safety.

Monitoring and Recording Criminal Activity and Other Incidents

Campus Law Enforcement Authority

SCC retains its own police department on both the Moore and Hoke county campuses. Campus police officers have full police powers on Sandhills Community College property and all public property immediately adjacent to the college property. Campus officers are responsible for all law enforcement related matters on campus property to include the enforcement of applicable North Carolina criminal and traffic laws. In situations where law enforcement authority is required at the West Moore Center the Moore Co. Sheriff's Office is contacted.

SCC police have memorandums of understanding with local, state, and federal police agencies, which gives these agencies full police powers when on campus. SCC campus police personnel work closely with local, state and federal police agencies and have direct radio communication with Moore County "911" The college relies on its close working relationships with local law enforcement agencies to receive information about incidents involving students on campus. The college will actively investigate any crime information it receives. If the college is notified of a situation in which a student is the victim

of a crime, the department may issue a Campus Safety Alert, detailing the incident and providing tips so that other community members may avoid similar incidents.

Security and Access to Campus Facilities
The college campus is closed from 12 midnight to 6 am, Monday through Thursday, 10 pm to 7 am on Friday, and 7 pm to 7 am on weekends and on holidays. Electronic security systems and surveillance cameras are located throughout both campuses; however, cameras are not monitored constantly. No SCC student organizations have off-campus locations. Students using classrooms and laboratories after scheduled class hours must obtain prior approval from the appropriate faculty/staff member.

Access to campus buildings and grounds is a privilege extended to students, faculty, staff, and authorized guests. The college encourages an open environment with limited constraints to ensure the reasonable protection of the community. Most campus facilities are open during weekday business hours. Individuals who wish to access college buildings or property during non-business hours or for special events should contact the appropriate department administrator or the Police and Public Safety department.

Security Considerations in the Maintenance of Campus Facilities

Sandhills Community College is committed to campus safety and security. Exterior lighting and landscape control are a critical part of that commitment. Representatives from various departments continually conduct security surveys to ensure campus lighting is adequate and that the landscape is appropriately controlled. Police officers conduct routine checks of lighting on campus during regularly assigned patrol duties. If lights are out or dim, officers will initiate an immediate work order, which is acted upon by a representative of the appropriate maintenance office.

Timely Warning Notices

Campus Safety Alerts
To help prevent crimes or serious incidents, the police department, in conjunction with the Vice President for Administrative services, issues Campus Safety Alerts in a timely manner to notify community members about certain crimes in and around our community. Members of the community who know of a crime or other serious incident should report that incident to police and public safety so a Campus Safety Alert can be issued, if warranted.

If community members report crimes or serious incidents to other college administrators, those administrators will notify the police department.

Distribution of Campus Safety Alerts

The department distributes campus Safety Alerts in various ways. Once the College determines that an alert will be issued, the department e-mails the announcement and posts it on its Web site (http://www.sandhills.edu). The department also posts alerts on bulletin boards and exterior doors throughout campus. Through the use of the campus Regroup Notification system, emails, phone calls and text messages are sent simultaneously in the event of a campus emergency.

Daily Police Log

The police department will maintain a daily log, documenting all crimes and incidents reported to the police department or local law enforcement agencies. The information found in this report shall be open for public knowledge within two business days, except when the release of the information is prohibited by law or would jeopardize an investigation or the victim's confidentiality.

The daily log includes the nature, date, time, and general location of each incident reported to the police department, as well as the disposition of the complaint, if this information is known at the time the log is created.

Campus Security & Crime Prevention Education/Awareness

All new hires and employees are required to annually complete training on Making Campus Safe for LGBTQ+ Students. The training explores the challenges faced by LGBTQ+ students and provides ways that educators can help create a safe and respectful campus environment and delivered by Vector Solutions. The College requires annual completion of SAFE COLLEGE TRAINING MODULES AND RUN, HIDE, FIGHT training through ACA courses for all incoming students.

Campus Security and Crime prevention:
The department publishes a general campus security and crime prevention brochure that outlines security information and crime prevention strategies community members should practice when on campus. In addition, a student and employee email is distributed each semester containing this brochure.

Campus Escort Program
If you must travel alone at night, the campus escort program provides a safe, reliable way to travel throughout the campus. You can contact a police and public safety officer by dialing "0" or (910) 690-2762 if you need this service.

Security Surveys
These surveys are conducted on a regular basis with other members of the college community. The primary goal of these surveys is to identify areas of the campus that may present vulnerabilities to one's safety. The department works with the appropriate facilities office to address concerns noted in the surveys.

ACA-115 & ACA-122 Freshman Orientation Crime Prevention Lectures
Each academic semester, campus police officers conduct crime prevention lectures in freshman orientation traditional and online classes. The lectures cover information on how to stay safe on campus, and the awareness and prevention of dating violence, domestic violence, sexual assault, stalking, and the dangers of alcohol and drug use and weapons on campus laws.

Crime Awareness and Safety Day
In the fall of each academic year, usually the third full week of September, the police and public safety department holds an annual Crime Awareness and Safety Day. The event is designed to bring law enforcement, fire and other public service agencies to the campus to share crime prevention and safety information with our diverse student and employee population.

Emergency Response Procedures

The College shall establish administrative procedures and plans of action to enable the faculty, staff, and students to respond appropriately during emergency situations. These procedures shall then become a component of the Emergency Response Plan housed on the college website and contained in the Business Continuity Plan.

Sandhills Community College is committed to the safety of faculty, staff and students. In the event of a significant emergency or dangerous situation involving an immediate threat to the health and safety of students or employees, college officials will immediately notify the campus community.

College officials, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless the notification will, in the professional judgment of reasonable authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

Upon receipt of a report threatening the safety of the college community, police and public safety officers, in conjunction with college officials will confirm that an emergency situation exists, determine who should be notified, the content of the notification and initiate the notification system.

The Police and Public Safety department, in consult with the President, Vice President of Business and Administrative Services, Vice President of Instruction or Vice President of Enrollment Management and Student Services is responsible for determining when to activate the emergency notification system.

Sandhills Community College will disseminate emergency information to the larger community in a time and manner that will not significantly impact or interfere with response efforts.

Regroup Emergency Notification
Sandhills Community College has adopted the Regroup Emergency Alert and Mass Notification System as part of its Emergency Notification Plan. The Regroup System allows Public Safety personnel to notify faculty/staff quickly by sending voice, email and text messages should an emergency situation occur that may threaten the collegial environment.

All faculty and staff are enrolled in the service at no cost based upon the information on file with the college. Therefore, it is imperative that all personal information is up-to-date at all times (i.e. phone numbers, etc.). Faculty/staff may obtain the required paperwork from the Human Resources office to update personal information.

In the event of an emergency and upon activation of the system, participants will receive notification at any and all of the contact numbers provided. Furthermore, periodic testing of the system will be conducted for safety measures. However, no personal information will be used for any other purpose(s) and will not be disseminated for any reason.

Emergency Siren System
Emergency sirens have been placed in campus buildings to quickly alert community members should an emergency situation occur that may threaten the collegial environment. In the event of an emergency

and upon activation of the system, participants will receive information on how they should respond to the emergency. The system allows voice messaging to the campus and is tested once each semester.

Emergency Response and Evacuation Testing

Sandhills Community College will test its emergency response and evacuation procedures and systems annually. As a part of the testing process, Sandhills Community College will direct faculty, staff and students to response procedures publicized on the college website and document all announced and unannounced exercises.

Campus Weapon Policy
Pursuant to NC House Bill 1008, possession of or carrying a firearm or explosive on campus is a Class I felony. This same bill makes it a misdemeanor to possess or carry-open or concealed-switchblades, knives, razors, blackjacks, etc. on the College's property. The policy at SCC is that no weapons of any sort will be allowed on campus, other than as allowed by law.

Campus Alcohol Policy
Students at Sandhills Community college are expected to be acquainted with and abide by state laws and College regulations regarding alcohol and drugs and to be aware of the social, physiological, and psychological consequences of excessive drinking in order to make responsible and informed decisions about the serving and consumption of alcohol. The college provides regular educational programs on alcohol and drug abuse as well as counseling services. In accordance with the Drug Free Workplace Act of 1998 and the Drug Free Schools and Communities' Act of 1989 (Public Law 101-226) as well as Underage Drinking Laws and the laws of the state of North Carolina, the college has endorsed the following drug and alcohol policy: the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance or alcohol is prohibited while in the workplace, on college premises, or as part of any college-sponsored activities. Any employee or student violating this policy will be subject to disciplinary action up to and including termination or expulsion and referral for prosecution. The College will comply fully with local and state laws concerning the possession or and/or sale of alcohol and drugs. This is detailed in Policy 10.2.

Campus Drug Policy

Pursuant to SCC Policy 2.2.1, Sandhills is a Drug-Free Workplace. The unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance or alcohol is prohibited while in the work place, on college premises, or as part of any college sponsored activities. Any employee or student in violation will be subject to disciplinary action up to and including termination or expulsion and referral for prosecution.

Sandhills Community College does not condone the possession, use, manufacture, or distribution of illegal substances or drug paraphernalia of any kind in any amount. Students in violation of this policy may be jeopardizing their own well-being as well as the well-being of the College community.

Among those violations considered to be most serious are the manufacture, sale, or distribution of illegal drugs; any involvement in illegal drug use or traffic with minors, particularly from the local area; and possession or use of the more dangerous or highly addictive drugs.

It is the policy (10.2) of Sandhills Community College that the unlawful manufacture, distribution, dispensation, possession, or use of alcohol or a controlled substance is prohibited while in the workplace, on College premises, or as part of any College-sponsored activities for students (i.e.; conferences, field trips, etc.). Any employee or student violating this policy will be subject to disciplinary action up to and including termination or expulsion and referral for prosecution. The College will comply fully with local and state laws concerning the possession of and/or sale of alcohol and drugs.

Under no circumstances will students and employees supervising and/or participating student activities be in possession of or use alcoholic beverages, narcotics, or illicit drugs at college sponsored activities for students, whether on or off campus. Additionally, use or possession of alcoholic beverages on campus not related to approved program specific activities or fundraising is prohibited.
The College expects its employees to conduct themselves at all times in a manner which would enhance the reputation of the College in the community.

This policy complies with the Drug-Free Schools and Communities Act (Amendment of 1989, Public Law 101-226) as well as the Drug-Free Workplace Act of 1988. As a recipient of federal funds (including grants and other forms of assistance), the College is subject to the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendment of 1989 (The "Acts"), which require covered institutions of higher education to adopt and implement programs designed to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees.

Drug/Alcohol Abuse Education Programs

Students have access 24/7 to consumer information related to Drug and Alcohol Awareness and Prevention Programs. (*See Consumer Information)*

SAFE COLLEGES training for employees and students related to campus security and crime prevention is delivered annually to employees and made available to campus through the distribution of the Campus Security Brochure and Campus Crime Prevention Brochure.

New hires and employees are required to complete annual training on Drug Free Workplace. The goal of the training administered through Vector Solutions is to provide employees with an understanding of drug and alcohol abuse in the workplace. The training reviews the Drug Free Workplace Act, recognizing the signs of substance abuse and addiction, and knowing their role in fighting substance abuse on the job.

Additionally, Sandhills employees can receive counseling and drug addition/abuse education through the Employee Assistance Program, MYGroup at 800.633.3353. Help is available 24/7/365 through our toll-free number. When employees and family members call the EAP, they are offered a face-to-face, virtual, or telephonic counseling session in which a thorough assessment can be conducted by a licensed, experienced clinician in their area.

Preventing and Responding to Sexual Assault

Pursuant to SCC Policy 2.14, Sandhills Community College is committed to providing a workplace and educational environment, as well as other benefits, programs, and activities, that are free from discrimination, harassment, and retaliation. To ensure compliance with federal and state civil rights laws

and regulations, and to affirm its commitment to promoting the goals of fairness and equity in all aspects of the educational program or activity, Sandhills Community College has developed internal policies and procedures that provide a prompt, fair, and impartial process for those involved in an allegation of discrimination or harassment on the basis of protected class status, and for allegations of retaliation. Sandhills Community College values and upholds the equal dignity of all members of its community and strives to balance the rights of the parties in the grievance process during what is often a difficult time for all those involved.

2.14 Equal Opportunity, Harassment, and Nondiscrimination Policy

Revised: January 24, 2023

Board of Trustee Approval: February 6, 2023

Sandhills Community College is committed to providing a workplace and educational environment, as well as other benefits, programs, and activities, that are free from discrimination and harassment based on a protected characteristic, and retaliation for engaging in a protected activity.

Sandhills Community College values and upholds the equal dignity of all members of its community and strives to balance the rights of the parties in the grievance process during what is often a difficult time for all involved.

To ensure compliance with federal, state, and local civil rights laws and regulations, and to affirm its commitment to promoting the goals of fairness and equity in all aspects of the education program or activity, Sandhills Community College has developed policies and procedures that provide a prompt, fair, and impartial process for those involved in an allegation of discrimination or harassment on the basis of a protected characteristic, and for allegations of retaliation.

LINK IS PROVIDED FOR FULL POLICIES AND PROCEDURES ON THE WEBSITE.

2.14.1 Title IX Procedures

Created: October 1, 2016

Revised: October 1, 2020, February 6, 2023

Complaints related to sex discrimination, sexual harassment, or sexual violence should be filed with the Chief Operating Officer, Senior Director of Human Resources, or the Dean of the Hoke Center. SCC's Title IX Coordinator is Chreatha Alston, Senior Director of Human Resources, whose office is located is located in Stone Hall, Office 226. This office may be reached by email at scchr@sandhills.edu or by telephone at 910-246-2868.

Procedure for filing complaint:

This link provides access to the latest procedures related to Equal Opportunity, Harassment, and Nondiscrimination Policy 2.14.

LINK IS PROVIDED FOR FULL POLICIES AND PROCEDURES ON THE WEBSITE.

As such, new hires and employees are required to complete annual training on Title IX. The courses are Sexual Harassment, Sexual Violence Awareness for Employees (Campus SaVe Act), Title IX and Gender Equity in Athletics, Title IX and Sexual Harassment, Title IX and Sexual Harassment Prevention for Employees. Trainings are administered through Vector Solutions.

In accordance with the U.S. Department of Education requirements of Section 485 of the Higher Education Act (also known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 U.S.C. Section 1092), the Student Right-to-Know, the Violence Against Women Act, and the SaVE Act of 2014, SCC recognizes that sexual offenses, forcible and non-forcible, are violent, demeaning crimes and will not be tolerated. SCC will support this policy and increase awareness through educational prevention seminars, special literature, and counseling. Services and resources for victims will also be provided. The State Bureau of Investigation maintains a registry of convicted sex offenders that can be accessed through its website- http://sexoffender.ncdoj.gov

Reporting Sexual Assault
Pursuant to SCC Policy 2.14.1, Complaints related to sex discrimination, sexual harassment, or sexual violence should be filed with the Executive Vice President, Associate Vice President of Human Resources, or the Dean of the Hoke Center. SCC's Title IX Coordinator is Chreatha Alston, Associate Vice President of Human Resources, whose office is located is located in Stone Hall, Office 226. This office may be reached by email at scchr@sandhills.edu or by telephone at 910-246-2868.

The college encourages all victims of sexual offenses to report the incident as soon as possible. We understand the sensitive issues involved with this type of crime; therefore the following individuals may be contacted:

- Police "911", 910.695.3831
- Telecommunications services "0"
- Vice President of Workforce Continuing Education 910.695.3767
- Vice President of Instruction 910.695.3715
- Vice President for Enrollment Management and Student Services 910.695.3900
- Director of Human Resources 910.246.2868

Individuals at the Hoke and Robbins centers should follow the same procedures; however, they may feel more comfortable making the initial report to one of the following: security 910.878.5803 or the director of the Hoke Center (910.875.8589), or the director of the Westmoore Center (910.464.6300).

In an emergency or after hours, cellular phones and REGROUP student and staff notifications serve as conduits for reporting crime. Contact the designated college officials as soon as possible. The college emphasizes the importance of preserving all evidence for the proof of a criminal offense.

What to Do If You or Someone You Know Is Sexually Assaulted
Go to a place that is safe and seek medical treatment. If a sexual assault occurs, safety and medical assistance are the first considerations. Whether or not you decide to report the incident, seek medical treatment immediately and get counseling as soon as possible.

Do not douche, bathe, shower, or change clothes before seeking medical attention. Preserving evidence is important in later pursuing a criminal or other judicial case. Do not wash sheets or other bed coverings where critical DNA evidence may be found.

Any person (student, faculty, staff, or guest) who believes discriminatory practices have been engaged in based upon gender may discuss these concerns and file informal or formal complaints of possible violations of Title IX (in the case of emergencies please call the main switchboard at 910-692-6185, use one of the emergency call boxes located on campus, or campus security at (910) 695-3831 (for Hoke campus, call (910) 878-5802).

Options
There are several options and resources for individuals who have been sexually assaulted. Seeking assistance does not require the victim to take further legal or disciplinary actions; it allows the victim to receive private and confidential treatment and emotional and psychological support.

College Resources

- College Security Services is located on all campuses and is available by phone by dialing "O" for the operator. A copy of the Annual Security Report can be found here.
- The Dean of Student Services office is located in Stone Hall Building, Room 123 and is staffed from 8:30 a.m. until 4:30 p.m. Monday through Friday.
- Sandhills Community College's Title IX Coordinator is Chreatha Alston, whose office is located in the Stone Hall Building, Room 226. This office may be contacted from 8 a.m. to 4:30 p.m. Monday through Friday by phone at 910-246-2868 or by email at alstonc@sandhills.edu.
- The Office of Human Resources is located in the Stone Hall Building, second floor and is available by phone at 910-246-2868. The office is staffed from 8 a.m. until 4:30 p.m. Monday through Friday.
- Counseling Services is located in the Stone Hall Building, room 229, (910) 695-3968, and on the Hoke County Campus in Johnson Hall, room 112, (910) 878-5804.

Counseling Services

SCC has counselors to assist victims with their immediate needs. In addition, services through the Student Assistance Program can be arranged by calling the Sandhills Mental Health Center at 295.6853 in Moore County or 910.875.8156

College professional counselors are not considered to be campus security authorities and are not required to report crimes for inclusion into the Annual Security Report. However, they are encouraged to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics. The professional counselor exemption is intended to ensure that these individuals can provide appropriate counseling services without an obligation to report crimes they may learn about. This exemption is intended to protect the counselor-client relationship. However, even the legally recognized privileges acknowledge some exemptions, and there may be situations in which counselors are in fact under a legal obligation to report a crime.

Additionally, Sandhills employees can receive counseling through the Employee Assistance Program, MYGroup at 800.633.3353. Help is available 24/7/365 through our toll-free number. When employees and family members call the EAP, they are offered a face-to-face, virtual, or telephonic counseling session in which a thorough assessment can be conducted by a licensed, experienced clinician in their area.

Community Resources
Listed below are medical, emotional, or psychological support services for Moore and Hoke Counties.

Moore County

First Health Moore Regional Hospital
715.1000 (Emergency Room: 715.1111)
• Pinehurst, NC 28374

Friend-to-Friend
947.3333 •111 McNeill Street •Carthage, NC 28327

Moore County 911
Carthage, NC 28327

Sandhills Center
800.256.2452•1120 Seven Lakes Dr• West End, NC 27376

Moore County Department of Social Services
947.2436• 1036 Carriage Oak Drive •Carthage, NC
28327

Moore County Health Department
947.3300• 705 Pinehurst Avenue• Carthage, NC
28327
Day Mark
295.6853• 205 Memorial Drive •Pinehurst, NC
28374
Sheriff's Department
947.2931• 101 Dowd Street •Carthage, NC 28327

Hoke County

Day Mark•875.8156

Sandhills Center •800.256.2452

Health Department•875.3717

Police Department•875.4251

Sheriff's Department•875.5111

Cape Fear Valley Medical Center•609.4000

First Health Family Care Center•904.2350

Filing a Report

If the survivor or witness elects to contact the police department to file a formal report of the assault, an officer will work with the individual to complete the report. The survivor always retains the right to decide whether she or he wants to proceed with a criminal prosecution. The officer will ensure that the survivor gets the counseling and other assistance she or he needs. The safety of the survivor will always remain the top priority of Sandhills Community College Police and Public Safety.

Contacting Other Law Enforcement Agencies

Students may also contact local law enforcement agencies. Members of the SCC police department and other college officials will assist the student in notifying the appropriate agency in the applicable jurisdiction.

Filing an Internal Complaint Within the College

If you have been sexually assaulted, you have options for addressing such conduct. You may wish first to discuss the problem privately with a counselor. The College's response system is designed to afford a complainant (person who is bringing a charge) and a respondent (person who is answering a charge) a fair, prompt, and appropriate resolution process. The process is designed to help persons who need support as they address these incidents and incorporates both informal resolutions and formal disciplinary procedures.

To resolve a complaint informally, college designated individuals are available to answer questions, provide guidance, discuss options, and refer persons to other appropriate resources. The primary role of the designated individuals is to see that the college responds promptly and fairly to complaints of sexual assault or harassment. The resolution of a formal sexual assault complaint is handled by the appropriate college judicial system. In determining whether the alleged conduct constitutes sexual harassment or assault, the full context in which the alleged incident occurred must be considered. In any case, both the accuser and the accused are entitled to the same opportunities to have others present during any disciplinary proceeding. Both the accuser and the accused will be informed of the outcome of any proceeding.

During any sexual assault complaint proceeding, the College has a wide range of latitude when determining sanctions. Those sanctions may range from probation to expulsion from the College. Policy 2.15 and Procedure 2.15.1 address this issue (see below)

2*.15 Title IX Reporting*
Board of Trustees Approval: *October 1, 2017*
Procedures
2.15.1 Title IX Reporting: Confidentiality and Reporting of Offenses Under This Policy

The College has developed and will implement defined procedures for Title IX reporting.
If a Sandhills Community College student who is a survivor of a sexual assault or relationship violence requests a change in her or his work or academic schedule, the office of the Vice President for Student Services will assist the student. The vice president will make changes to a student's schedule as long as those changes are reasonably available. Upon requests, the VP will also assist in removing the student's information from the College directory, or issuing a "no contact order."

Workplace Violence

To ensure the safety and security of the workplace, Sandhills Community College has implemented the following policy:

Threats and/or threatening behavior, or acts of violence by SCC employees or students against staff members, faculty, students, visitors, or other individuals on college property or by college employees while in the conduct of college business off campus, are cause for removal from the workplace and may result in discipline and /or termination of employment. Threatening behavior may include-but is not limited to: hitting, shoving, sexual assault, attacks, stalking, verbal or nonverbal threats, vandalism, arson, and carrying a weapon of any type (regardless of whether the owner is licensed to carry it or not) or explosives. In addition, damage or destruction to college property by any employee will result in termination of employment.

An employee who exhibits inappropriate or disruptive workplace behavior that can be deemed threatening or potentially threatening may be required to meet with the Director of Human Resources to arrange for an assessment and counseling as a condition of continued employment. Students would meet with the Vice President for Student Services. Failure to attend counseling may result in further disciplinary action, up to and including termination of employment or expulsion from the campus.
All college employees and students have a responsibility to report threatening or violent behavior, whether that behavior is exhibited by a member of the Sandhills Community College community or visitors to the campus.

A report of threatening and/or violent behavior is disclosed only to those accepting the report in order to protect the reporting individual(s) from possible retaliation as well as the alleged offender. Information regarding such reports is only provided to individuals with a need to know and as required by courts and law enforcement agencies.

Changing Class and/or work schedules

If a Sandhills Community College student who is a survivor of a sexual assault or relationship violence requests a change in her or his work or academic schedule, the office of the Vice President for Student Services will assist the student. The vice president will make changes to a student's schedule as long as those changes are reasonably available.

2.15.1 Title IX Reporting: Confidentiality and Reporting of Offenses Under This Policy

Revised: October 1, 2018
Confidential Reporting
If a reporting party would like the details of an incident to be kept confidential, the reporting party may speak with:

- *On-campus licensed professional counselors,*
- *Off-campus:*
- *Licensed Professional Counselors*
- *Local rape crisis counselors*
- *Domestic violence resources,*
- *Local or state assistance agencies,*
- *[On or off-campus members of the clergy/chaplains]*

All of the above employees will maintain confidentiality except in extreme cases of immediacy of threat or danger or abuse of a minor. Campus counselors are available to help free of charge and can be seen on an emergency basis during normal business hours. These employees will submit yearly anonymous statistical information for Clery Act purposes unless they believe it would be harmful to their client, or patient.

Formal Reporting Options
All Sandhills Community College employees have a duty to report, unless they fall under the "Confidential Reporting" section above. Reporting parties may want to consider carefully whether they share personally identifiable details with non-confidential employees, as those details must be shared by the employee with the Title IX Coordinator and/or Deputy Coordinators. Otherwise, employees must share all details of the reports they receive.

If a reporting party does not wish for their name to be shared, does not wish for an investigation to take place, or does not want a formal resolution to be pursued, the reporting party may make such a request to the Title IX Coordinator or Deputy Coordinators, who will evaluate that request in light of the duty to ensure the safety of the campus and comply with federal law.

In cases indicating pattern, predation, threat, weapons and/or violence, the College will likely be unable to honor a request for confidentiality. In cases where the reporting party requests confidentiality and the circumstances allow the College to honor that request, the College will offer interim supports and remedies to the victim and the community, but will not otherwise pursue formal action. A reporting party has the right, and can expect, to have reports taken seriously by College when formally reported, and to have those incidents investigated and properly resolved through these procedures.

Formal reporting still affords privacy to the reporter, and only a small group of officials who need to know will be told, including but not limited to: Division of Student Affairs, College Police, and the Threat Assessment Team. Information will be shared as necessary with investigators, witnesses and the responding party. The circle of people with this knowledge will be kept as tight as possible to preserve a reporting party's rights and privacy. Reports to the Title IX Coordinator can be made via email, phone or in person at the contact information below:
Chreatha Alston, Title IX Coordinator
Office 226, Stone Hall
910-246-2868
alstonc@sandhills.edu

Failure of a non-confidential employee, as described in this section, to report an incident or incidents of sex or gender harassment or discrimination of which they become aware, is a violation of College policy and is subject to disciplinary action ranging from a warning up to and including termination of employment.

Fire Safety

Fire Statistics

In accordance with the Higher Education Act of 2008, Sandhills Community College is providing mandatory fire safety information as part of this annual report. When students participate in overnight training related to greenhouse operations in the Landscape/Gardening building (Steed Hall), police are notified to maintain a fire log in the police and public safety office. Data collected includes, but is not

limited to, the building name; time and date; number and cause of each fire; any and all injuries; any fatalities; and dollar value of property damaged by the fire.

Definition of a Fire
For the purpose of fire safety reporting, a fire is, "Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner."

Student Housing
Sandhills Community College does not have student housing. Landscape/Gardening students are afforded a single dorm facility if program requirements call for a student monitoring greenhouses for a brief period as part of their program requirements. A room at the Landscape/Gardening building has been designated as living quarters for these students.

Description of Fire System
Steed Hall is equipped with a fire alarm system with detection throughout the building. The fire alarm system is monitored by a central monitoring company and includes a water sprinkler system, smoke and heat detectors. The building fire alarm system is inspected annually.

Fire Drills
A minimum of two fire drills are conducted each semester. The drills consist of a minimum of one daytime drill and one nighttime drill.

Fire Evacuation
Upon hearing the intermittent blasts of the fire alarm, evacuate the building to designated evacuation zone. Building evacuation is mandatory. No one is allowed to re-enter the building for any reason, until the "all clear" signal has been communicated by college officials.

To activate a fire alarm; pull fire alarm handle; evacuate the building; do not use elevators and give special attention to the disabled.

Open Flame Policy
The use of open flame devises is prohibited unless written permission is granted in advance. Consent forms can be found in the college personnel manual.
Portable electric heating or cooking devices, in violation of fire code, cannot be used in campus buildings.
10.10 Open Flame
Pursuant N.C. Fire Prevention Code 502.5.1 and the jurisdiction of the Southern Pines Fire/Rescue authority, the high probability of injury in the event of a fire emergency, and concerns for safety on campus, the College has instituted the Open Flame Policy.

Other than instructional purposes, the use of open flame devices (candles, incense sticks, potpourri burners heated with candles, etc.) shall be prohibited on the campus of Sandhills Community College.

Approved and inspected open flame devices used to meet course requirements for classes, such as chemistry, biology, etc., shall be allowed in the science laboratories with appropriate supervision from faculty responsible for these classrooms.

Smoking Policy

The use of tobacco is prohibited by students, staff, faculty or visitors in all campus buildings at all campus locations;
within 25 feet of any building entrance; and in any college-owned vehicles. Smoking is only permitted in designated smoking areas.

For purposes of this policy, tobacco is defined as any type of tobacco product including, but not limited to, cigarettes, E-cigarettes, cigars, cigarillos, pipes, smokeless or spit tobacco or snuff.

10.11 Smoking on Campus

Sandhills Community College is committed to providing its employees and students with the safest and healthiest environment possible; therefore, Sandhills Community College has established restricted areas for smoking.

This policy includes smoking in any form through the use of smoking tobacco products (pipes, cigars, and cigarettes) and "vaping" with e-cigarettes.

Fire Safety Education
The police and public safety crime prevention officer will coordinate fire safety training each semester for students, faculty and staff through active fire drills.

Fire Reporting
Students, faculty and staff should report fire incidents to the director of police and public safety, the director of physical plant or the coordinator of the landscape gardening program.

Missing Student Notification

Notification of Missing Students in the Event that Greenhouse Training Requires Overnight Stays
Students living in Steed Hall have the option to register a confidential contact person to be notified in the event the student is determined to be missing. Only authorized campus officials and law enforcement officers in furtherance of a missing person investigation may have access to the information.

Reports of a residential student missing for twenty-four (24) hours should be directed to the coordinator of the landscape gardening program. The coordinator will determine if law enforcement should be notified.

Campus police may be notified in the event a residential student is missing for a twenty-four (24) hour period. The notification will include those students who did not name a contact person.

Parents of student's who have not reached the age of eighteen (18) or who have not been emancipated will be notified in the event the student is reported missing for a twenty-four (24) hour period.

In instances where a report is made of an overnight assignment in the greenhouse training, the coordinator of the landscape gardening program may notify the police and public safety department.

Missing Student Procedures

Upon the receipt of a missing student report, the police and public safety department will initiate steps to try to locate the missing student and to determine why the student is missing.

The Police and Public Safety department may contact local law enforcement authorities, friends, family and acquaintances in their attempt to locate a missing residential student.

Definitions of Reportable Crimes

Criminal homicide

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

- **Negligent manslaughter.** The killing of another person through gross negligence.

Forcible sex offenses

- **Forcible rape**. The carnal knowledge of a person, forcibly or against the person's will, where the victim is incapable of giving consent because of his or her temporary or permanent mental or physical incapacity (or because of his or her youth).
- **Forcible sodomy.** Oral or anal sexual intercourse with another person, forcibly and/or against the person's will, where the victim is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity.
- **Sexual assault with an object.** The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will, where the victim is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity.
- **Forcible fondling.** The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or not forcibly or against the person's will, where the victim is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity.

Non-forcible sex offenses

- **Incest.** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory rape.** Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Robbery

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

Aggravated assault

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

Burglary

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

Motor vehicle theft

The theft or attempted theft of a motor vehicle. (Motor vehicle theft is classified as any case where an automobile is taken by a person not having lawful access, even if the vehicle is later abandoned, including joy riding).

Arson

Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Other offenses

- **Liquor law violations.** The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned activities. (Drunkenness and driving under the influence are not included in this definition.)
- **Drug abuse violations.** Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

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

Crime Statistics

In accordance with the Student Right-to-Know, the Campus Crime Security Act of 1990, and the Clery Act, the college is required to provide information about serious crimes on campus, as defined by the acts, which have occurred during the last three (3) calendar years. This report is updated annually to the U.S. Department of Education, in accordance with the law, in October of each year. Copies of the Campus Crime Statistics Report and Annual Security Report may be obtained by contacting the main campus switchboard (910.692.6185), the director of the Hoke Center (910.875.8589), or the director of Westmoore Center (910.464.6300). Information can also be found on the college's website at www.sandhills.edu/security.html.

The SCC Police and Public Safety department maintains a close relationship with local law enforcement agencies to ensure that it is notified of any crime report that is made directly to them. The police

department will disclose any crime report made directly to any local law enforcement agency by a member of the campus community.

SCC Campus Crime Statistics

Criminal Offenses												
Offense Type	On Campus			Non-campus Building/Property			Public Property			Residential Facility		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder/Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
M.V. Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Hate Crimes	0	0	0	0	0	0	0	0	0	0	0	0

SCC Campus Crime Statistics (Continued)

Arrests and Judicial Referrals												
Offense Type	On Campus			Non-campus Building or Property			Public Property			Residential Facility		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Liquor Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons	0	0	0	0	0	0	0	0	0	0	0	0

SCC Residential Student Housing Fire Report

Steed Hall	Fires	Fire Cause	Injuries	Deaths	Property Damage
	2020 0 2021 0 2022 0	2020 0 2021 0 2022 0	2020 0 2021 0 2022 0	2020 0 2021 0 2022 0	2020 0 2021 0 2022 0

ADDITIONAL CONSUMER INFORMATION
The following information is housed on the SCC Website:

Equity in Athletics

The Equity in Athletics Disclosure Act (EADA) is designed to make prospective students aware of a school's commitment to providing equitable athletic opportunities for its students. The EADA requires that all co-educational institutions of postsecondary education who participate in a Title IV federal student financial assistance program, and institutions that have an intercollegiate athletic program, prepare an annual report to the U.S. Department of Education on athletic participation, staffing, revenues, and expenses by men's and women's teams.

Institutions must report data to the U.S. Department of Education via an online survey. The EADA Survey for the current reporting period was submitted, per EADA guidelines, and this email serves as an official notification. This is a mandatory survey, and the data can be found at https://ope.ed.gov/athletics/#/ by selecting "Get Data for One School" and then entering the name and city of the institution. Upon upload by the U.S. Department of Education, the current reporting data will be posted on this website reflecting the official certification received by Sandhills Community College on October 14, 2021.

You may access the current data Sandhills Community College submitted to the U.S. Department of Education by reviewing the attached PDF file. Hard copies of the report are also available upon request to students, prospective students, and the public by contacting the Athletic Director at (910) 246-2864.

Click here for the SCC EADA Survey Document

Drug and Alcohol Abuse Awareness and Prevention Program

The abuse and use of drugs and alcohol are of great concern in our society. These problems are extremely complex and ones for which there are no easy solutions.
From a safety perspective, drug or alcohol use may impair the well-being of all employees, students, and the public at large; drug and alcohol use may also result in damage to college property.

Therefore, it is the policy of Sandhills Community College that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance or alcohol, is prohibited while in the workplace, on the college premises, or as part of any college sponsored activity.

Any employee or student violating this policy will be subject to disciplinary action, up to and including termination or expulsion and referral for prosecution. The specifics of this policy can be found in the materials below.

Resources

SCC Drug-Free Workplace-Policy 2.2
SCC Drug-Free Workplace Guidelines-Policy 2.2.1
SCC Code of Conduct-Policy 4.4
SCC Student Code of Conduct-Policy 4.4.1
SCC Drug and Alcohol Use-Policy 10.2
SCC Reporting Drug and Alcohol Violations-Policy 10.2.1
Federal, State, and Local Regulations
Why do People Drink?
What is a Drug?
Health Ricks and Warning Signs
Alcohol and Academics
At-Risk Drinking
Worried About a Friend?
Seeking Help for a Friend

Prevention, Counseling, and Treatment

Drug and Alcohol Prevention, Counseling and Treatment
Drug and Alcohol Prevention Brochure

Security Web Information

In addition, the SCC website provides a catalog of resources in these areas:
We strive to provide a safe and secure environment that is conducive to learning, and is consistent with the educational goals of this diverse institution.

- Code of Conduct
- Parking
- Student ID Cards
- Security
- Student Handbook
- Campus Alert System
- What is Sexual Assault
- Report a Concern