



Police Department

CAMPUS SECURITY REPORT **2008**



Lander
UNIVERSITY

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WELCOME TO LANDER UNIVERSITY

MESSAGE FROM THE DIRECTOR

Welcome to Lander University Police Department's website. Through this site you will be able to learn about our mission, our staff, and the many services that we provide to the University community of Lander. You will also find important information about campus safety and crime statistic information compiled by our department.

Lander University is a community of more than 3,500 on a beautiful historic campus in Greenwood, South Carolina. Living and working in a tranquil environment such as Lander sometimes causes us to forget that crime and other problems can plague us, just as they do other communities.

The University Police Department works with the community to create a reasonably safe campus. Crime prevention, risk identification, and problem solving are the responsibilities of everyone. We ask you to join us in these efforts by referring to our web-site for safety and security information.

The University Police Department is the primary Department at the University charged with creating a safe and secure environment. This task, however, is not one we can accomplish alone. Information and awareness are important components of Crime Prevention and Safety. Communication is critical while striving to create this Partnership. Your cooperation in reporting crimes or suspicious activities will enhance our effort to provide a safe education environment.

We hope you find this report informative and helpful and that your visit or stay at Lander will be enjoyable and safe. If you have questions or would like further information about safety and security at Lander University, please visit us at www.lander.edu or contact us at (1-864-388-8222).

In compliance with Federal law Lander University Police Department makes available [Crime Statistic](#) and a [Daily Log](#).

LANDER UNIVERSITY POLICE DEPARTMENT

Who we are:

Lander University Police officers are sworn and certified officers with comprehensive arrest powers in the State of South Carolina. These officers have graduated from the South Carolina Criminal Justice Academy and are tasked with law enforcement activities including patrolling campus and monitoring activity, responding to calls for service, and investigating criminal activity. University Police officers are appointed state constables by the Governor of South Carolina and are fully certified police officers with statewide authority. University police officers have the authority to enforce all applicable Federal laws, State laws, Greenwood county and Greenwood city ordinances, and University regulations. Officers work closely with the Greenwood Sheriff Department and the Greenwood Police Departments, and local contingent of the State Law Enforcement Division (SLED), to handle any incidents that occur off-campus or on-campus. The University Police Department and the Division of Student Affairs ensure that safety and security policies and procedures are uniformly executed and conveyed in a clear and consistent manner to the student body. Officers patrol the campus 24 hours a day by motor vehicle, bicycle, golf cart, and on foot. Officers are in radio communication with each other and the Department. The Communications center is manned 24 hours a day, every day. The communications center is responsible for taking telephone requests for service, dispatching officers, and monitoring alarm and video systems. All personnel may be reached at the University Police Department by calling 388-8222 (non-emergencies), or 8-911 (emergencies). You can also come by our office in the Genesis Hall across from Chipley Hall.

The on campus emergency phone number is 8911. This number directly connects any campus phone with the University Police Department and should be used when fire, police, or medical response is required. This number is published in the University telephone directory and in the Student Handbook. In addition to outdoor emergency call boxes provide one-button instant communication with the University Police Department and are located around campus.

OUR MISSION AND VALUES

Our mission is to enhance the living, learning, and working experience at Lander University by protecting life, maintaining order, and safeguarding property. We fulfill this purpose by providing our community with a full range of services that meet the highest professional standards of campus public safety. We are committed to working with the community to define our priorities and build lasting partnerships. Our core values guide us in this mission.

Integrity: We firmly adhere to the values set forth in this document and our professional ethics as outlined in the Law Enforcement Code of Ethics. We expect every member of our department to uphold the highest ethical standards at all times.

Respect: We treat all members of the community and each other with courtesy, fairness, and dignity.

Professionalism: We will continually develop our knowledge, skills, and abilities to the highest levels possible to enable us to provide the finest public safety services to the Lander University community. Our approach is based on a commitment to excellence, innovation, and continuous improvement.

Accountability: We value the opportunity to serve the community and will ensure that our conduct always merits trust and support. We will accept full responsibility for our actions and will take appropriate actions to meet community and professional expectations.

Service: We are committed to enhancing public safety and increasing the community's sense of security. We will work in partnership with the community to identify and solve problems that affect the quality of life on campus. We demonstrate our commitment to serve by placing the needs of others ahead of our own.

Mentoring: We recognize that individual and team contributions are essential to a high-performing department. By sharing insight and guidance and creating learning opportunities, we acknowledge that each member of our department makes a valuable contribution to our purpose and vision.

Appreciation: We are proud of our profession, our colleagues, our department, and Lander University. We recognize the sacrifices our members make to ensure that safety and security of the community. We will do all possible to ensure all our members feel appreciated and duly rewarded for their contribution

ACCESS TO CAMPUS FACILITIES

During academic semesters, academic buildings at the University are open for access by students, faculty, staff, and visitors between 7am and 11pm, Monday through Friday. Outside doors are locked at other times, although faculty and staff who work in a building may be given keys. The University encourages an open environment with limited constraints to ensure the reasonable protection of all member of the community.

Lander University is committed to campus safety and security. Landscape and exterior lighting control is a critical part of that commitment. Representatives from various department and member of the student body conduct safety walk on campus during the fall and spring checking the exterior lighting and the landscape to see if more lighting is need on the campus. The University Police conduct routine checks of lighting on campus during regularly assigned patrol duties. If lights are out or dim, officer will initiate an immediate work order, which is acted upon by a representative of the Physical Plant. We encourage community member to report any lighting problem to the Physical Plant at 388-8200. Any community member who has a concern about security should contact the department at 388-8222. The Physical Plant has a locksmith assigned to work and to identify inoperative locking mechanism and a maintenance staff that are available to respond to calls 24 hours a day for regarding unsafe facility condition or personal safety and property protection.

Student Residence Hall Safety

Maintaining a safe living environment is one of the fundamental missions of the Department of University Housing. Residence hall entrances are equipped with either a keyed access entry system or Card access. As a safety measure, all out side doors to the residence halls are locked at all times. Centennial Hall and Chipley Hall are staffed by Residence Hall Monitor from 12:00 A.M. to 12:00 p.m. whenever these facilities are in use. Students entering the residence halls during these times will be subject to having their ID cards checked and all gusts will be required to sign in and to identify the students whom they are visiting. Room keys control access to the residents' rooms and apartments. Many exterior doors are equipped with alarms and/or security cameras that are monitored 24 hours per day by University Police dispatcher and resident hall monitors. Finally, the University Police Officers conduct night walking patrols of all residence hall communities. In addition to the above measures, it is essential that the University Police have the support and cooperation of all residents to maximize individual and community safety and security. Residents must never prop open doors or let unauthorized persons enter the buildings. Residents should always lock their room doors, and report suspicious persons or activities noted in or around their buildings. Student who are locked out of there rooms may call University Police (8222) for assistance. University Police will assist students in unlocking their room as a courtesy, one time only. Thereafter, there will be a \$5.00 charge unlocking doors and the Housing Office will be notified. Student will be asked to identify themselves before a room is unlocked.

Off Campus Safety

When a crime has been committed at an off-campus location of a recognized student organization it should be reported to local law enforcement agencies. The University Police Department does not work off campus crimes, but works with the local law enforcement agency, which will conduct the investigation; to obtain information about any incident as soon as possible after it has occurred. Victims of criminal acts may obtain a copy of the police incident report from the agency of jurisdiction. The Office of Student Affairs handles Student violations of conduct regulations that occur off campus.

A LEGISLATIVE HISTORY OF THE CLERY ACT

The Student Right to Know and Campus Security Act (Public Law 101-542) was signed into law by President Bush in 1990 and went into effect on Sept. 1, 1991. Title II of this act is known as the Crime Awareness and Campus Security Act of 1990. This act amends the Higher Education Act of 1965 (HEA) by adding campus crime statistics for the most recent three years, as well as disclosure of the institution's current security policies. Institutions are also required to issue timely warnings when necessary. All public and private Title IV eligible institutions must comply with the requirements of this act which is enforced by the U.S. Department of Education (ED).

This law was amended when Congress enacted the Campus Sexual Assault Victim's Bill of Rights as part of the Higher Education Amendments of 1992. (Public Law 102-325, Section 486 (C), giving victims of sexual assault on campus certain basic rights. In addition, institutions are required to develop and distribute a policy statement concerning their campus sexual assault programs targeting the prevention of sex offenses. This statement must also address the procedures to be followed if a sex offense occurs.

The most recent version of this law was passed as part of the Higher Education Amendments Act of 1998 (Section 486 (e) of Public Law 105-244). The official title under this act is the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 U.S.C. 1092 (f). On Nov. 1, 1999, ED issued the final regulations which went into effect on July 1, 2000. The amendments require ED to collect, analyze, and report to Congress on the incidences of crime on college campuses. The amendments also expand the requirement of the Student Right to Know and Campus Security Act of 1990 that all institutions of higher education participating in the federal student aid programs must disclose to students, faculty, staff, and, upon request, prospective students, information regarding the incidence of crimes on campus as part of their campus security report.

The 1998 amendments made several changes to the disclosure requirements. Among these changes were the addition of two crimes (Arson and Negligent Manslaughter) and three locations (residence halls, non-campus buildings or property not geographically contiguous to the campus, and public property immediately adjacent to a facility that is owned or operated by the institution for education purposes) that schools must include in the reported statistics. Institutions that have a campus police or security department are required to maintain a daily crime log that is available to the public.

The Clery Act was further amended in October 2000 by the Campus Sex Crimes Prevention Act (Section 1601 of Public Law 106-386). The changes went into effect on Oct. 28, 2002. Beginning in 2003, institutions are required to notify the campus community where law enforcement agency information provided by a state concerning registered sex offenders who are on campus may be obtained.

The text for the regulations, as well as Section 668.41, Reporting and Disclosure of Information, are included in this appendix.

CAMPUS SECURITY AUTHORITY (CSA)

In addition to campus law enforcement, students and employees are encouraged to report criminal offenses to Campus Security Authorities (CSA's) on our campus. Individuals may not want to reveal their identity or press charges in certain situations and consistent with those preferences, they can report an incident to one of the following employees so that an anonymous report can be forwarded to the University Police Department for statistical purposes: Residence Hall Assistants (RA's) and Residence Hall Directors (RD's), the Assistant Director and the Director of Residence life, the Vice President of Student Affairs, the Dean of Students and the Assistant Dean of Students, the Greek life Coordinator, the Assistant Director of Student Activities, Faculty Advisers to recognized student groups, the Athletic Director, the Assistant Athletic Directors, Athletic Team Coaches, Athletic Advisors, UAC Advisors, the Provost, the Multicultural Student Services Director, Campus Recreation / Intramurals Director, Career Services Director, the Director of International Programs, the Director of Health Services. Crimes may be reported to anyone listed here. The CSA is responsible for providing statistical information on crimes reported to them for inclusion in this report. Statistical information will be requested from area police agencies. We encourage members of the Lander University community to use this report as a guide for safe practices on and off campus.

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 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, local 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;"**
- *disclose in a public crime log "any crime that occurred on campus...or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department."**

TIMELY WARNING NOTICES (CAMPUS SAFETY ALERTS)

The University Police Department, in conjunction with other departments on campus, issues Campus Safety Alerts in a timely manner to notify the University campus about certain crimes in and around our campus. Members of the community who know of a crime or other serious incident should report that incident as soon as possible to the University Police Department so that a Campus Safety Alert can be issued, if warranted.

If community members report crimes or serious incidents to other University administrators, those administrators will notify the University Police. Representatives of these offices will promptly notify and collaborate with University Police to issue Campus Safety Alerts, if one is appropriate.

Distribution of Campus Safety Alerts:

The Department distributes Campus Safety Alerts in various ways. Once the University determines that an alert will be issued the Department through the Lander Emergency Alert System siren/voice alert, emails, text messages, posts it on web site (www.lander.edu) Info-box. The department also post alerts on bulletin boards throughout campus.

DAILY CRIME LOG

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

The daily crime log is available for public inspection at the department's headquarters. The Daily Crime Log includes the nature, date, time, and general location of each crime reported to the department, as well as the disposition of the complaint, if this information is known at the time the log is created.

The department posts specific incidents in the **Daily Crime Log** within two business days of receiving a report of an incident and reserves the right to exclude reports from the log in certain circumstances.

Reporting criminal incidents and emergencies contact

The University Police Department encourage anyone who is the victim or witness to any criminal activity, suspicious situations or emergencies to be reported to the University Police Department by dialing 8911. Individuals also may report incident in person at the Departments headquarters at the Genesis Bldg. Police officers may be reached from the emergency numbers listed below.

The University has installed an emergency telephone network on campus to enable the Lander community to call for help or to notify the University Police Department in the event of an emergency. The system is comprised of twenty-seven stations, each consisting of a telephone call box mounted on a pole with a speaker, number pad, and two large buttons. The red button will activate the emergency system and automatically dial the University Police Department. The black button enables the caller to make routine on-campus telephone calls.

All reports will be investigated. The University does not have procedures for voluntary, confidential reporting of crime statistics. Violation of the law will be referred to law enforcement agencies and when appropriate, to the Judicial Affairs for review. When a potentially dangerous threat to the University community arises, timely reports or warnings will be issued through text-messages, e-mail announcements, the posting of flyers at local campus, in-class announcement, or other appropriate means.

EMERGENCIES INVOLVING MISSING STUDENT

If a member of the University community believes that a student is missing, whether or not the student resides on campus, all possible efforts are made to locate the student to determine his or her state of health and well-being through the collaboration of the University Police and the Office of Student Affairs. If the student reside off-campus, the University Police will formally enlist the aid of the Greenwood Police Dept. and the Greenwood Country Sheriff Dept. Concurrently, University officials will endeavor to determine the student's whereabouts through contact with friends, associates and/or employers of the student. Whether or not the student has been attending classes, labs, recitals, and scheduled organizational or academic meeting, or appearing for schedule work shifts will be established.

If located, verification of the student's state of health and intention of returning to the campus will be made. If appropriate, a referral will be made to Counseling Service and/or Student health Services. If not located, notification of the family will be immediately upon receiving the initial report is made to determine if they know the whereabouts of the student. If the student is an off campus resident, appropriate family member or associates are encouraged to make an official missing person report to the law enforcement agency with jurisdiction. The University Police will cooperate, aid and assist the primary investigative agency in all ways prescribed by law. If the missing student is an on-campus resident, the University Police will open and investigation as the primary investigation unit.

All pertinent law enforcement agencies (neighboring municipal, county or state) located along suspected travel corridors or place of original domicile will be notified and requested to render assistance, through direct telephone contact or visit, and/or radio transmission with comprehensive BOLO messages. Upon closure of the investigation, all parties previously contacted will be advised of the state of the case.

EMERGENCY PREPAREDNESS

EMERGENCY CONTACT

For emergencies call:

- *On-campus emergencies call University Police Department @: 8911**
- *On-campus non-emergency 24 hour communications center @: 8222 or (864) 388-8222**
- *Health Services: (864) 388-8885 or after hours (864) 388-8222**
- *Counseling Center during hours (864) 388-8222**

LANDER UNIVERSITY EMERGENCY SYSTEM

The University Police will immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff on the campus, unless issuing a notification will compromise efforts to contain the emergency; publicize emergency response and evacuation procedures on an annual basis in a manner designed to reach student and staff; and test emergency response and evacuation procedures on an annual basic.

Lander Alert:

The e2Campus includes text messages that will be sent to personal cell phone for those in the Lander community who register their cell phone number into the Lander Alert system. Also, e-mail messages can be sent through the same system and two cell phone numbers and two e-mail addresses can be registered per individual on the Lander Alert

System. The e2Campus system is tested twice a year, once in the fall and spring semester.

Campus Siren & PA System:

The Lander Public Address System has been installed at the highest point on the campus to be able to broadcast sirens or voice alerts to be heard throughout the campus. The Campus Siren and PA system are set up to go automatically the first Monday of the month. And the system will also be tested manual twice year, once in the fall and spring semester.

Activation of Emergency Alert System

Once the supervisor or senior officer has determined a threat continues to exist, a message describing the threat and what actions need to be taken by the citizens should be issued through the Lander Emergency Alert System (Siren/Voice Alert, Text Message, Emails, etc...) This Alert should be issued as soon as practical by the on duty supervisor, senior or-duty officer, Chief or Assistant Chief.**

The Lander Emergency System has (13) pre-recorded messages that can be sent automatically or manual.

Test	Tornado Warning Cancelled
Armed and Dangerous Person	Tornado Sighted
Chemical Release	Serve Thunderstorm
Tornado Sighted	Serve Weather
All Clear	Hazardous Material cancelled
Test	Hazardous Material
Tornado Warning	

SEVERE WEATHER INFORMATION COMMUNICATIONS

Severe Weather Information

- *Current Watches/Warnings and Advisories in South Carolina
- *Monthly Weather Monitor Response

These are the National Weather Service's Warning Terms:

Severe Thunderstorm Watch: When this has been issued for your area, there are currently no severe thunderstorms. The thunderstorm watch means that the conditions of the atmosphere are suitable for the formation of thunderstorms containing strong winds, dangerous lightning, and possibly hail.

Severe Thunderstorm Warning: When this has been issued for your area, you should stay indoors, and away from any windows in the house (it also helps to close the drapes to slow the progression of flying glass if a window happens to break.) There is heavy wind, lightning, and hail.

Tornado Watch: This means that conditions in the atmosphere are suitable for the formation of tornadoes, not that there is a tornado already on the ground. When this has been issued, you should pay attention to weather reports to keep informed regarding the formation of tornadoes throughout the day.

Tornado Warning: Take cover. A tornado warning for your area means that there is a tornado on the ground, or a possible tornado has been indicated by Doppler radar, or there is a funnel cloud in your area.

The University Police will activate the campus emergency warning system in the event of tornado warnings. These messages will be broadcast on the emergency warning system and the Lander Alert system until the emergency is concluded. Please feel free to call the University Police if you need additional information.

FIRE EMERGENCIES AND EVACUATION

Faculty and Staff Emergency Operations Guide

This guide has been created in an effort to give our employees specific instructions on how to deal with common and uncommon emergency situations.

Fire and Fire Alarms

All employees are required to keep their work areas free from fire hazards. Employees should familiarize themselves with the buildings that they work in and note the locations of exits, fire extinguishers, and fire alarm pull stations. Employees should be familiar with multiple exits. Exits will be marked with illuminated Exit signs or labels on doors. Unless otherwise notified, never assume that a fire alarm sounding is a false alarm. Greenwood Fire Department and Lander University regulations require evacuation of a building when the fire alarm sounds.

In the event that you discover a fire or smell smoke you should immediately activate the fire alarm system to alert the occupants of the building of the situation. Employees should cease all operations and exit in an orderly fashion.

Employees should assemble at the designated assembly area for each building. Special attention should be given to individuals with disabilities in assisting them with relocating to an area of refuge. All administrative and housing buildings on the Lander campus are equipped with automatic smoke detectors. In the event that a fire alarm system activates please begin evacuation efforts. University fire alarms have a combination of voice, tone and light warning signals to alert occupants of the fire alarm. In the event of a fire alarm employees are asked to leave doors unlocked when leaving. This will assist the fire department in their efforts to locate and extinguish the fire.

Fire extinguishers are distributed throughout all buildings on campus. To access a fire extinguisher cabinet simply pull on the handle to open. Do not use fire extinguishers unless the fire is approximately the size of a waste basket and you feel confident in your ability to use the extinguisher. Employees should always keep themselves between the fire and an exit. To use the fire extinguisher simply use the PASS method.

P-Pull the pin

A-Aim the nozzle

S-Squeeze the handle

S-Sweep at the base of the fire

Greenwood Fire Department and Lander University officials will make a determination on when it is safe to reenter a building. Please heed all instructions from Lander Administration, Fire Department officials, or University Police Officers.

Remember these guidelines if a fire alarm sounds:

- 1) Do not panic. In an orderly manner, walk to the nearest Fire Exit and go to the evacuation assembly area.
- 2) Know at least two ways out of the area you are in.
- 3) If you are not on the ground floor, head for the nearest stairwell.
- 4) Never use an elevator during an emergency.
- 5) Assist handicapped or the injured to an area of refuge.
- 6) Do not block the driveway or try to leave in your car. The Fire Department will be arriving within minutes and will need a clear path to the building.
- 7) Gather with employees in your group, so it is easier to determine whether anyone is missing.
- 8) Wait for instructions from University Police, the Fire Department or a member of campus administration about when it is safe to reenter the building.

NOTE: If you become trapped in a building during a fire immediately notify University Police or see if a window is available. Place an article of clothing (shirt, coat, etc.) outside the window as a marker for rescue crews. If there is no window, stay near the floor where the air will be less toxic. Shout at regular intervals to alert emergency crews to your location. **DO NOT PANIC.**

Remember (RACE):

R-Report the fire immediately.

A-Activate the building fire alarm.

C-Contain by closing all doors to confine the fire and reduce oxygen.

E-Extinguish by knowing the locations of fire extinguishers and how to use them.

Building Evacuation

All building evacuations will occur when an alarm sounds and/or upon notification by University Police or Building Coordinator.

When the building evacuation alarm is activated during an emergency, leave by the nearest safe exit and alert others to do the same.

Assist the disabled/injured in exiting the building.

Once outside proceed to the assembly point away from the effected building. Keep streets, fire lanes, hydrant area and walkways clear for emergency vehicles and personnel. Know the designated assembly points.

Do not return to an evacuated building unless told to do so by authorized persons.

Note: After any evacuation report to your designated assembly point, remain at the assembly point until you are instructed otherwise by University Police or University Officials.

Campus Evacuation

Evacuation of all or part of the campus grounds will be determined by University Administration.

All persons (students, administrators, faculty and staff) are to vacate the site in question immediately and relocate to another part of the campus grounds as directed.

After any evacuation, report to your designated assembly point. Remain at the assembly point until you are instructed otherwise. Campus officials such as University Police, University Administration, Lander University Emergency Response Team Members, Local Law Enforcement Officers, or City of Greenwood Fire Department members will instruct you where to go.

Evacuation Assembly Areas

In the event of a fire, fire alarm, or notice to evacuate employees are asked to assemble in the designated areas for their building. During evacuation employees and students should locate the closest safe exit and leave in an orderly fashion and proceed to the assembly area. Employees are asked to familiarize themselves with their work area and know two exit routes from their work area.

Carnell Learning Center

Assembly Plaza, Barrett Hall Lawn towards Chipley Hall (Please do not assemble in the Visitor's Parking Lot, the Fire Department will utilize this area to set up their operations. If you exit from this side of the building please make your way to one of the designated assembly areas.)

Grier Student Center

Bookstore, Post Office, Johnston Commons goes to Assembly Plaza. Dining Hall will evacuate to the lawn in front of Cafeteria. Student Affairs employees will relocate at direction of coordinator.

Barrett Hall

Human Resources, Alumni Affairs, and Procurement will assemble in front of the Chipley Hall Service Drive. The School of Nursing will gather in the Learning Center Courtyard.

Genesis Hall

Old Main Field or Crews St. Sidewalk

Art Annex

Corner of Willson Street and Crews Street or courtyard area between IT'S and Art Annex.

Math and Science Building

Old Main Field, Chipley Hall Lawn, Amphitheater

Cultural Center

Lawn in front of Cultural Center

Horne Arena

Under the trees near the soccer field fence.

PEES Arena

Under the trees near the soccer field fence.

Jackson Library

Plaza area in front of library

LANDER UNIVERSITY

“FIRE SAFETY”

SUMMARY OF FIRE PROTECTION SYSTEMS

Chipley Hall:

Chipley Hall is equipped with a fire sprinkler system throughout the building as well as a fire alarm system. Single station smoke detectors are in each room. Manual pull stations and audible alarms are located in the hallways of the building.

Plans call for these systems to be upgraded summer 2010.

Williamston Suites:

Williamston Suites are equipped with a fire alarm system. Each suite has a smoke detector in the room. ADA accessible suites are equipped with visual and audible alarms. In addition manual pull stations are located on the exterior of each building.

Lide Apartments:

Lide Apartments were renovated and reopened in 2008. Among the upgrades was a new fire sprinkler system as well as a new fire alarm system. Each suite as well as the living room and kitchen areas are equipped with smoke detectors. Visual as well as audible alarms are in each apartment.

Brookside Suites:

Brookside Suites are equipped with a fire alarm system. Single station smoke detectors are located in each room. In addition audible and visual alarms as well as pull stations are located throughout the buildings.

Thomason Suites:

Thomason Suites are equipped with a fire alarm system. Smoke detectors are in each individual room. Manual pull stations are located on the exterior of each building.

Centennial Hall:

Centennial Hall is equipped with a fire sprinkler system as well as a fire alarm system. Each suite has a smoke detector as well as audible and visual alarms.

Fire drills are conducted at the beginning of each semester within 10 days of the start of classes. In addition Resident Assistants take part in fire safety awareness training prior to the start of the Fall Semester each year. This information is then passed on to resident students through hall awareness meetings.

FIRE SAFETY

1. The number of fires and the cause of each fire: Total of 2
 - A. Lide Apartments 10/12/06. Stove fire caused by student cooking with grease.
 - B. Brookside Suites 4/30/07. A cigarette butt disposal container was ignited causing damage to the exterior of the building.
2. The number of injuries related to a fire that results in treatment at a medical facility. Total of 0
3. The number of deaths related to fire. Total of 0
4. The value of property damage caused by a fire. Total of \$400.00.

Emergencies Information

Fire
First Aid
Hazardous Materials
Suspicious Packages
Bomb Threats

What to Report:

Your name
Telephone number
Location or address

The nature and location of the emergency

The following information will help you avoid injury and help Lander University return to normal operations in the shortest time possible following an emergency or disaster.

In An Emergency:

Do avoid panic by staying calm, using common sense, and rendering assistance where needed.

Do evacuate buildings in an orderly and rapid fashion upon the request of authorities, activation of fire alarm, or if a situation becomes threatening.

Do: seek out and remember the locations of at least two exits you could use in an emergency.

Do keep a flashlight and batteries stored in your resident hall, or office if you are a faculty or staff member.

Do Not uses the telephone for reasons other than emergency purposes.

Do Not use elevators in case of fire.

Do Not jeopardizes your life or the lives of others by attempting to save property.

Do Not cross police barriers without authorization.

Do Not delay in reporting an emergency to the University Police

FIRE EMERGENCIES

In the event of a fire:

- *Pull the fire alarm if one is available and start an orderly evacuation (even for small fires: a closed room can reach 1500 degrees within three minutes).**
- *If you are trained in the use of portable extinguishers, and it is safe to do so, attempt to put out the fire.**
- *If the fire is too large for the use of a portable extinguisher, don't consider trying to extinguish it yourself. Evacuate the room and close the door.**
- *From a safe location, call the University Police at (864) 388-8911 or from an on-campus phone at 8911 immediately.**

In the event of fire alarm activations:

- *Lander University's fire alarm systems are monitored by professional monitoring personnel who report all alarm activations to the University Police Department.**
- *Notify building officials that you have heard a fire alarm activation.**
- *Call the University Police at (864)388-8222 off campus or from an on-campus phone at 8911 to report the exact location of the fire alarm.**

EMERGENCY MEDICAL SERVICES

Emergency medical service is coordinated through the University Police in order to facilitate emergency response by local agencies which may not be familiar with campus. Please contact (864) 388-8911 or from an on-campus phone 8911 if there is a medical emergency.

Police officers will occasionally transport sick or injured passengers in University Police vehicles if no other reasonable transportation is currently available. If you are in need of an ambulance, one will be dispatched to your location by the University Police Department.

If you are interested in first aid training, classes are offered through the University.

REPORTING HAZARDOUS MATERIAL EMERGENCIES

Chemical Spills:

Don't try to clean up a chemical spill unless you know the chemical(s) involved, the protective equipment and materials needed, and how to proceed without endangering yourself or others. In the event of a spill:

- *Give first aid (if you are trained to do so) to the injured person(s).**
- *Confine the spill by spreading absorbent material around the spill area.**
- *If flammable liquids are spilled, extinguish all sources of ignition (such as Bunsen burners) and do not turn on any electrical switches (such as lights) or equipment.**
- *Notify the University Police at (864) 388-8911 or from an on-campus phone at 8911.**

Hazardous Gas Leaks:

For known or suspected gas leaks:

- *Turn off the gas source, if possible**
- *Extinguish source of ignition. Don't turn on any electrical devices (such as lights).**
- *Evacuate the room and shut the door(s).**
- *Notify the University Police at (864) 388-8911 or from an on-campus phone at 8911.**

SUSPICIOUS PACKAGES

The Lander University Police Department utilizes professionally trained and equipped law enforcement agencies to resolve incidents involving suspicious items. If you receive or observe a suspicious letter or package:

- *Do Not panic and Do Not open it. If you have already opened it, remain calm.**
- *If you are on-campus, dial (864) 388-8911 or from an on-campus phone dial 8911. If you are off-campus dial your local police or 911.**

BOMB THREATS

Bomb threats usually come by telephone. If you receive such a call, remain calm and elicit as much information as possible from the caller.

Ask the following:

- *When will the bomb explode?
- *What kind of bomb is it?
- *What will cause it to explode?
- *Where is it right now?
- *What does it look like?
- *Did you place the bomb?
- *Who did?
- *Why did they place the bomb?
- *What is your address?
- *What is your name?

Call the University Police immediately at (864) 388-8911 or from an on-campus phone at 8911 to give the information you have obtained. It would be helpful to describe the caller's voice, any background noises you heard, and the exact wording of the message.

Other tips to remember:

- *Notify an official at the building you are in.
- ***Do Not** touch suspicious packages --- inform the proper authorities and let them decide what should be done.

BOMB THREAT CHECK LIST (ATTACHMENT)

Questions to ask:

- | | |
|---------------------------------------|---|
| 1. When is the bomb going to explode? | If voice is familiar, who did it sounds like? |
| 2. Where is it right now? | _____ |
| 3. What does it look like? | _____ |
| 4. What kind of bomb is it? | _____ |
| 5. What will cause it to explode? | Background Sounds: |
| 6. Did you place the bomb? | ____ Street Factory noises |
| 7. Why? | ____ Animal Noise machinery |
| 8. What is your address? | ____ Voices Disguised |
| 9. What is your name? | ____ PA System Clear |
| | ____ Music Static |
| | ____ House Local |

Exact wording of the threat: _____

_____ **Motor**

_____ **Long distance**

_____ **Sex of caller:** _____

_____ **Race**

_____ **Length of call**

_____ **Number at which call was received** _____

_____ **Time call received** _____

Caller's Voice:

_____ **Calm**

_____ **Angry**

_____ **Excited**

_____ **Slow**

_____ **Soft**

_____ **Loud**

_____ **Laughter**

_____ **Crying**

_____ **Normal**

_____ **Distinct**

_____ **Slurred**

_____ **Whispered**

_____ **Nasal**

_____ **Stutter**

_____ **Lisp**

_____ **Raspy**

_____ **Deep**

_____ **Ragged**

_____ **Clearing Throat**

_____ **Cracking Voice**

_____ **Disguised**

_____ **Accent**

_____ **Familiar**

_____ **Office Machinery**

_____ **Booth**

_____ **other** _____

Threat language:

_____ **Well spoken (educated)**

_____ **Foul**

_____ **Irrational**

_____ **Incoherent**

_____ **Taped**

_____ **Threat maker**

Remarks: _____

**Report call immediately to Lander University Police
Department @ (864) 388-8911 or 8911.**

Date: _____

Name: _____

Position: _____

Phone #: _____

MONITORING AND RECORDING CRIMINAL ACTIVITY OFF-CAMPUS ORGANIZATIONS.

The University relies on its close working relationships with local law enforcement agencies to receive information about incidents involving students off campus. The University Police Department will actively investigate any crime information it receives concerning or involving a member of the campus community. If the University is notified of a situation in which a campus community member is the victim of a crime, the department may issue a Campus Safety Alert, detailing the incident and providing tips so that other community member may avoid similar incident.

CRIME STATISTICS

The University Police Department maintains a close relationship with the Greenwood Police Department and the Greenwood Sheriff's Department to ensure that it is notified of any crime report that is made directly to them. The University Police will disclose any crime report made directly to any local law enforcement agency by a member of the campus community.

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 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 temporary or permanent mental or physical incapacity (or because of his or her youth).**
- *Forcible sodomy. Oral or anal sexual inter-course with another person, forcibly and/or against that person's will; or not forcibly 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, where the victim is incapable of giving consent because of this 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.

Hate Crime:

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 of 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 attempt to commit any of the aforementioned acts.

SOUTH CAROLINA SEX OFFENDERS

Pursuant to South Carolina Code Ann. Paragraph 23-3-400 et seq.:

Information on all registered adult sex offenders (age 17 and over) is provided on this site. Information also is provided on this site for registered sex offenders (age 16 – 12) committing the offenses listed below: Criminal sexual conduct in the first degree (paragraph 16-3-652); Criminal sexual conduct in the second degree (paragraph 16-3-653); Criminal sexual conduct with minors, first degree (paragraph 16-3-655 (1)); Criminal sexual conduct with minors, second degree (paragraph 16-3-655 (2) and (3)); Engaging a child for sexual performance (paragraph 16-3-810); Producing, directing, or promoting sexual performance by a child (paragraph 16-3-820); or Kidnapping (paragraph 16-3-910)

Requests for information on any other registered offenders under age 17 must be evaluated to determine whether the requestor qualifies for information on additional offenses for offenders under age 17 as victims of or witnesses to the offense, public or private schools, child day care centers, family day care centers, businesses or organizations that primarily serve children, women, or vulnerable adults, or whether the offender, if age 11 or under, has a prior conviction or adjudication of delinquent. Completing this evaluation requires the requestor to complete and furnish a written request on a specified form to SLED or a sheriff's office. A copy of this form may be obtained on-line and mailed or faxed to: Sex Offender Registry, c/o SLED, PO Box 21398, Columbia, SC 29221. The fax number is 803-896-7022. Click Here To View South Carolina Sex Offender Register: <http://services.sled.sc.gov/sor/> Click Here To View National Sex Offender Register: <http://www.nsopr.gov/>

CRIME PREVENTION

The active cooperation and participation of all our community is essential in order to successfully combat crime. One of the most effective actions anyone can take to prevent crime is to quickly report anything that appears suspicious. Reports can be made to the University Police Department or to any Campus Security Authority. Through a cooperative effort between the University Police, Residence Life, and Counseling Service, program on person safety and security, rape prevention and response, date rape, substance abuse, self –defense and resistance to burglary, larceny and vandalism are available throughout the school year. Resident assistance are encouraged to offer programs throughout the year to student in their area on varying personal safety topics. In addition to programming effort throughout the year, the University Participates in National Collegiate Alcohol Awareness Week, a week devoted specifically to alcohol and substance abuse prevention. Through this awareness program, members of the University community learn more about the University’s efforts to enhance their safety and become aware of their own personal stake in their own security and that of others.

Housing Tips

Although on-campus housing is often your best bet as far as safety and security are concerned, many students prefer to find off-campus housing. When looking into rental properties there are a few very basic safety features and policies which you should consider before signing a lease.

- 1) Doors should be made of metal or solid wood construction. Good deadbolt locks and peepholes are also a must.
- 2) Make sure the management changes locks or permits the tenant to change them when moving in.
- 3) Sliding glass doors should be secured with pins through the frame or have a “Charlie bar” locking device.
- 4) Apartments located on the second floor, or higher, are safer. Being on the ground floor makes entry through windows easy. Ground floor windows should be secured with pins through the frame or key lock latches.
- 5) Hallways and stairwells should be well lit at night. Mirrors to help you see around hallway corners are also important.
- 6) Bushes and shrubbery should be well maintained and cut back below window height to reduce the risk of attackers hiding in them.
- 7) Is access to the complex limited to residents and guests?
- 8) Is there on-site security? Is there a neighborhood watch program?
- 9) Have there been any burglaries in the complex, and if so, how did the burglars gain entry?
- 10) Ask management about the availability of extra keys to your apartment. If there are extra keys, ask how they are secured and who has access to them.
- 11) Ensure parking areas are well lit at night and afford a clear line of sight to your apartment door
- 12) Ask management if they have a policy against installing intrusion alarms in individual apartments. If not, installation of a simple alarm system might be a good option for additional security at a relatively low expense.

Keep in mind that looks can be deceiving. Just because a complex is new does not mean that it is safe. Look closely at the apartments you are considering. If they don’t have the majority of the

safety features listed above you should probably keep looking. When it comes to your safety you should not compromise.

LANDER UNIVERSITY ALCOHOL / DRUG POLICY

Alcoholic beverages are not allowed in any Lander University residence halls or public campus areas without specific permission from the university administration. "Public" is defined as areas that are readily accessible to students, faculty, staff and guests on campus. Consumption and possession is prohibited in all university residence hall facilities and grounds. To remain in the vicinity where alcohol and/or drugs are present even without consuming or possessing is prohibited. This included individual rooms, kitchens, decks, stairs, parking lots, athletic fields/courts and adjacent parking lots. See general policy on Alcohol and Other Drugs.

The unauthorized possession, use, manufacture, sale or distribution of any counterfeit, illegal, dangerous, "designer" or controlled drug or other substance is prohibited.

Lander University prohibits the unlawful use, possession, sale or distribution of alcohol and illegal drugs on the campus and property of Lander University, or during any function specifically sponsored by the university. Reporting to work or class under the influence of drugs or alcohol is strictly prohibited. Individuals violating this policy are subject to criminal prosecution as well as university disciplinary action up to and including separation from the university. Persons convicted in criminal court of illegal use, possession, sale or distribution of alcohol or drugs are subject to prison sentences up to life in prison, as well as substantial fines.

Lander University provides substance abuse counseling and referral services for any student or employee who wishes to use them. Such services are provided at no charge and in strict confidence. In addition to individual counseling and referral services, Lander University provides educational programs which address the health risks and criminal sanctions associated with the use of drugs and alcohol.

This policy is subject to change to comply with local, state or federal laws pertaining to the possession and consumption of beer, wine or distilled spirits.

Lander University permits the sale of alcoholic beverages only at limited, pre-approved events. The serving of alcoholic beverages during any selected special events must be pre-approved by the appropriate university officials and adhere to federal, state and local laws regarding the sale, distribution, possession and consumption of alcohol. Possession and consumption of beer, wine and distilled spirits is prohibited with the exception of approval on a per event basis. Applications for approval of these events are made through the office of the vice president for Student Affairs, and must be made at least two weeks in advance in order to secure the appropriate approval. Only students 21 years of age or more will be permitted to possess or consume beer, wine or distilled spirits at approved events.

Because of the danger of drug abuse, Lander University does not condone drug use. The possession of stimulants depressants, narcotics or hallucinogenic drug and other agents having potential for mental or physical abuse is prohibited, as is the selling, bartering, exchanging and giving away of such drugs to any person not intended to possess them. The use of drugs is governed by state and federal laws, and penalties for improper circumstances are severe. Person in violation of this policy are subject to disciplinary action which could result in probation, suspension or expulsion.

AWARENESS & SECURITY

Introduction

College students cannot become complacent under the impression that their campuses are safe havens from our society's crime. Crime can and does occur on campus and against students in the community around campus. With the information here, we hope to remind you that the most important element in your personal safety is your own consciousness of potential dangers. With your help, our campus can remain safer than the world at large.

Emergency Numbers

Fire / Police / Ambulance On campus 8911 or 8222 Off Campus 911

Preventing Theft

Most crimes reported to the University Police involve property rather than personal danger. You can minimize your chances of becoming a victim by remembering that college campuses are not immune to crime. Follow these common-sense rules:

Lock Up!

Lock your residence hall or apartment door, even when you're home. Lock your car. Lock your bike. Lock your purse in a drawer in your office. Make use of available lockers.
Lock your door when you leave, even if you're only leaving "just for a minute." It only takes a thief 10 seconds to take something from your room or office.
Lock your door when you're asleep, even if a residence hall.
Don't hide the key to your room or apartment outside. Thieves are more experienced than you at inventing – and discovering – such hiding places.
Lock your bike to an immovable object with a maximum security bike lock.
Don't Leave Your Property Unattended
Don't leave your property unattended in the library, dining hall, classroom, restroom, or any campus facility. Theft of backpacks and textbooks is common – the resale value of books makes them attractive targets for petty thieves. If you're leaving for a minute, take your things with you.
Don't leave notes on your door announcing that you are not at home.
Don't leave things in the laundry room

Identify Your Belongings

Put your name and address on textbooks – inside the cover and on an inside page or two.
Engrave your personal code on items that might interest a thief – television sets, stereo equipment, radios, cameras, computers, appliances, sports equipment, bicycles, CD/DVD players and anything else that's portable and valuable.

Be A Little Suspicious

You may know your neighbors in your residence hall or apartment building are fellow students – but what else do you know about them? At best, most of the people in your building will be acquaintances. Until you know them well enough to be friends, don't take chances.
Don't lend your keys, student ID, driver's license, or meal ticket to anyone.

Don't open a building door for a stranger who doesn't have a key. Don't prop open a door either – and if you see one that is propped open, close it.

Report suspicious behavior immediately to the University Police.

Preventing Assault

The same good sense that can help keep your property secure can also help keep you safe. Remember that just being on campus is not sufficient protection-don't put yourself in a Victim's position.

Lock Up!

Keep your apartment or residence hall room doors locked regularly, even when you're home, and especially when you're asleep or showering.

Don't prop open the door to a locked campus building or residence hall.

Close your curtains or blinds after dark.

Keep your car doors locked and the windows up – when the car is parked and when you're driving.

Don't Walk Alone After Dark

After dark always walk with someone. Statistics prove that attackers usually prey on lone, unsuspecting targets. An attacker is less likely to approach a group and will sit and wait for a lone target to arrive. The larger the group the less chance of being attacked.

Always let someone know where you are going. Also, keeping a noise making device (whistle, canned air horn, etc) with you when walking at night is also a good idea to attract attention as well as to scare any would-be attacker away.

If you must work alone in a campus building after dark, be sure a friend knows where you are and when you'll be home.

Be Cautious and Prepared

Learn the locations of the 27 yellow emergency call boxes in campus parking lots and throughout the campus area.

A map showing all 27 locations is available from the University Police Department.

The call boxes provide a direct link to the University Police. No dialing is necessary simply press the emergency red button and the police dispatcher will answer. The blue light at the top of the yellow pole will begin to flash making your location even more visible.

SEXUAL HARASSMENT

Lander University subscribes to the guidelines of the Equal Employment Opportunity Commission of the federal government that protects students and employees against sexual harassment. The guidelines that define sexual harassment are as follows:

- 1) Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic status; or
- 2) Submission to or rejection of such conduct is used as the basis for employment or academic decisions affecting the individual; or
- 3) Such conduct has the purpose or effect of unreasonable interference with an individual's work, performance or educational experience, or creates an intimidating, hostile or offense work or educational environment.

These guidelines also provide that a student who is the victim of sexual harassment should file a complaint with either the vice president for Student Affairs or the president of the university.

SEXUAL ASSAULT

The prevention, investigation and prosecution of sexual assault are a high priority for the Lander University Police Department and the Student Affairs administration. Lander University strongly encourages victims to report sexual assault, but will provide counseling, assistance and support regardless of the victim's decision to proceed with formal charges. The following information is a useful guide for preventing, risk-reduction and resources available to all students, faculty and staff.

SECTION 16-3-652. Criminal sexual conduct in the first degree.

- (1) A person is guilty of criminal sexual conduct in the first degree if the actor engages in sexual battery with the victim and if any one or more of the following circumstances are proven:
- (a) The actor uses aggravated force to accomplish sexual battery.
 - (b) The victim submits to sexual battery by the actor under circumstances where the victim is also the victim of forcible confinement, kidnapping, robbery, extortion, burglary, housebreaking, or any other similar offense or act.
 - (c) The actor causes the victim, without the victim's consent, to become mentally incapacitated or physically helpless by administering, distributing, dispensing, delivering, or causing to be administered, distributed, dispensed, or delivered a controlled substance, a controlled substance analogue, or any intoxicating substance.
- (2) Criminal sexual conduct in the first degree is a felony punishable by imprisonment for not more than thirty years, according to the discretion of the court.

SECTION 16-3-653. Criminal sexual conduct in the second degree.

- (1) A person is guilty of criminal sexual conduct in the second degree if the actor uses aggravated coercion to accomplish sexual battery.**
- (2) Criminal sexual conduct in the second degree is a felony punishable by imprisonment for not more than twenty years according to the discretion of the court.**

SECTION 16-3-654. Criminal sexual conduct in the third degree.

- (1) A person is guilty of criminal sexual conduct in the third degree if the actor engages in sexual battery with the victim and if any one or more of the following circumstances are proven:**
 - (a) The actor uses force or coercion to accomplish the sexual battery in the absence of aggravating circumstances.**
 - (b) The actor knows or has reason to know that the victim is mentally defective, mentally incapacitated, or physically helpless and aggravated force or aggravated coercion was not used to accomplish sexual battery.**
- (2) Criminal sexual conduct in the third degree is a felony punishable by imprisonment for not more than ten years, according to the discretion of the court.**

Each degree of criminal sexual conduct is a felony and is punishable at the discretion of the court by imprisonment for not more than thirty years.

SEXUAL ASSAULT POLICY

Lander University will impose sanctions on individuals who commit sexual assault. In cases involving a student, a temporary (immediate) suspension may be imposed, which means the accused cannot attend classes until an administrative hearing is held. In other cases, the accused may be permitted to attend classes pending a final recommendation from the vice president for Student Affairs. Among other sanctions that may be imposed are the following: admonition, censure, probation and the restriction of privileges, suspension, expulsion and eviction from university housing.

Reporting Sexual Assault

Reporting a sexual assault to University Police may help to prevent another assault. Immediately following an attack, memorize as much detail as possible about the attacker. Call the Lander University Police Department at extension 8911 immediately. This does not obligate you to file charges or testify in court. If you prefer not to call University Police but you want to make it known that a rape occurred, you may contact any of the following: vice president for Student Affairs, director of Housing, Health Services or Counseling Services. Do not bathe, douche, change clothes or rinse your mouth. These actions may destroy evidence. Even if you choose not to become involved with police, you should seek medical assistance at Health Service, Self Memorial Hospital, Montgomery Family Health Center or Express Medical Care.

Lander University Police Procedures

When you notify University Police that a rape has occurred, the following will occur:

- A. A uniformed officer will come to your location to help you obtain emergency medical treatment, assure your safety and obtain a description of the suspect. He or she will ask for the location and the time of the assault, a description of the assailant and a description of your injuries.**
- B. The officer and/or investigator will be assigned to the case. All members of the University Police Department have been trained in the investigation of sexual offenses and the crime's impact on the victim. These officers will approach each case in a sensitive manner.**
- 1) University Police will request a medical examination to ensure that you have suffered no physical injury and so that a medical report can be completed for use in a court proceeding if charges are pressed. You will be examined by a trained sexual assault specialist.**
 - 2) You will be interviewed. (You may specify the gender of the officer.) If you have asked a friend or counselor for support, he or she can be with you at this time.**
 - 3) With your consent, a report of the incident will be sent to the vice president for Student Affairs. If the suspect is a Lander student, disciplinary action may be initiated.**

Victim Assistance Pledge

The Lander University Police Department makes the following pledge to anyone who feels he or she is a victim of sexual assault on campus

***We will meet with you privately, at a place of your choice, to take a complete report.**

***Our officers will not prejudge you, and you will not be blamed.**

***We will treat you with courtesy, sensitivity, dignity and professionalism.**

***We will assist you in privately contacting counseling, safety, advising and other available resources.**

***We will fully investigate your case and help you achieve the best possible outcome.**

***We will continue to be available to you, to answer your questions, to explain the process and be a listening ear if you need one.**

***We will consider your case seriously.**

PREVENTING SEXUAL ASSAULT

Most rapes and sexual assaults are committed by acquaintances. The following are general suggestions for reducing your risk of sexual assault.

Be Assertive, Direct, and Clear

Be direct about reaching an understanding with a friend or date. Don't assume an earlier understanding still holds. Knowing someone, even intimately, is no defense against a charge of sexual assault. Sex without consent is rape, whether the coercion used is physical or emotional. Non-stranger rape is a criminal offense.

Don't accept a ride from someone you have just met, no matter how nice he seems. Remember that alcohol and drugs impair not only your judgment but also your ability to make that judgment clear to someone else. And if you are socializing with a group that is using alcohol or drugs, their judgment, and their ability to understand you, will also be impaired.

On college campuses across the country, **alcohol or drugs** play a major role in 79 percent of Sexual assault incidents.

Be Informed

The South Carolina Law Enforcement Division (SLED) is required to act as the repository for the registration information concerning those persons convicted of a sex crime who reside within the state of South Carolina. The South Carolina Sex Offender Registry is available online at <http://services.sled.sc.gov/sor/>.

The University Police Department and Health Services offers free programs on personal safety for women. They emphasize alertness, prevention, and preparation. Call the University Police Department at (864) 388-8222 or extension 8222

WHEN A SEXUAL ASSAULT OCCURS

An off-campus assault should be reported to the local law enforcement authorities by dialing 911. If you are sexually assaulted on campus, report it to the University Police at 8222 or extension 8911 immediately.

Calling the police does not commit you to pressing charges against the assailant. That choice can be made later.

Because it is important to preserve as much physical evidence as possible, do not bathe, douche, or change clothes. Call 911 or 8911 immediately for further instructions. The operator will ask questions to help determine if you need emergency medical care for physical injuries and will arrange transportation to either a local hospital emergency center. A sexual assault nurse examiner with special training in working with sexual assault victims will perform an evidence collection exam. This exam must be performed within 72 hours of the assault. The nurse will discuss pregnancy prevention, and the prevention of sexually transmitted infections. She will also provide information about follow-up testing for pregnancy and sexually transmitted infections, including HIV.

AFTER A SEXUAL ASSAULT

Sexual Assault Referral Service

The University Police Department or local law enforcement departments can provide guidance in obtaining services needed once the immediate medical requirements have been addressed.

Disciplinary Procedures

Procedures for disciplinary actions are found in the Lander University Code of Conduct. The booklet is available online or at the Student Affairs office. In actions involving allegations of sexual assault, both the accuser and the accused are entitled to have others present during the proceedings and both are informed of the outcome. Disciplinary sanctions which may be imposed upon a student found in violation of University conduct regulations are tailored to the facts and circumstances of the particular case.

Counseling And Support

If you wish to discuss the situation further, there are various counseling services in the area which can be of assistance.

CHANGING LIVING AND ACADEMIC SITUATION

If a Lander University student who is a survivor of a sexual assault or relationship violence request a change in her or his living arrangements or academic schedule, the Office of V.P. of Student Affairs will make changes to a student's living or academic arrangement, as long as those changes are reasonably available.

Victim Notification

Lander University Police Department will, upon written request, disclose to the alleged victim of any crime of Violence, or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense with respect to such crime or offense. If the alleged victim of such crime or offense is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim.

WORKPLACE VIOLENCE

Lander University is committed to the prevention of workplace violence and the maintenance of a respectful working environment. A safe and secure environment is a fundamental prerequisite for fulfilling the University mission of teaching, research and public service. The University reaffirms the basic right of employees to a safe and humane working environment. Every employee will be treated at all times with dignity, respect, and fairness.

Prohibited Conduct

The University will not tolerate any type of workplace violence committed by or against employees. Workplace violence is defined as any physical assault, threatening behavior or verbal abuse occurring in the work setting. It includes but is not limited to beatings, stabbings, shootings, sexual assaults, psychological traumas such as threats, obscene phone calls, an intimidating presence, and harassment of any nature such as stalking, swearing or shouting.

Reporting Procedures

Employees are responsible for notifying the appropriate supervisor or the Human Resources Division of any threats which they have witnessed, received, or has been told that another person has witnessed or received. Employees should also report any behavior they have witnessed which they regard as threatening or violent when that behavior is/or might be carried out on University property or in connection with University employment. Reports or incidents warranting confidentiality will be handled appropriately and information will be disclosed to others only on a need-to-know basis.

Violations

To make deliberate false accusations of workplace violence violates this policy. In such instances, the complainant will be subject to disciplinary action. However, failure to prove a claim or workplace violence does not constitute proof of a false and/or malicious accusation. Employees who, in good faith, report what they believe to be workplace violence or who cooperate in an investigation will not be subjected to retaliation. Any employee who believes he/she has been the victim of retaliation for reporting workplace violence or cooperating in an investigation should immediately contact the Human Resources Division.

Enforcement

Threats, threatening conduct, or any other acts of aggression or violence in the workplace will not be tolerated. Violations of the workplace violence policy will be met with appropriate disciplinary action, up to and including dismissal from the University. Nonemployees engaged in violent acts on University property will be reported to the University Police Department and fully prosecute.

In addition to providing the statistical information below, as required under the Student Right-To-Know and Campus Security Act of 1990, it should be noted that Lander University Participates in the South Carolina Law Enforcement Division's Uniform Crime Report as well as the F.B.I. Uniform Crime Report.

<i>OFFENSE</i>	<i>YEAR</i>	<i>ON CAMPUS PROPERTY</i>	<i>**RESIDENTIAL FACILITIES</i>	<i>NONCAMPUS PROPERTY</i>	<i>PUBLIC PROPERTY</i>	<i>OPTIONAL TOTAL</i>
<i>Murder / Non-Negligent Manslaughter</i>	2006	0	0	0	0	0
	2007	0	0	0	0	0
	2008	0	0	0	0	0
<i>Negligent Manslaughter</i>	2006	0	0	0	0	0
	2007	0	0	0	0	0
	2008	0	0	0	0	0
<i>Sex Offenses, Forcible</i>	2006	0	0	0	0	0
	2007	0	0	0	0	0
	2008	0	0	0	0	0
<i>Sex Offenses, Non-Forcible</i>	2006	0	0	0	0	0
	2007	0	0	0	0	0
	2008	1	0	0	0	1
<i>Robbery</i>	2006	2	0	0	0	2
	2007	0	0	0	0	0
	2008	0	0	0	0	0
<i>Aggravated Assault</i>	2006	1	0	0	0	1
	2007	1	0	0	0	1
	2008	0	0	0	0	0
<i>Burglary</i>	2006	9	0	0	0	9
	2007	14	0	0	0	14
	2008	4	0	0	0	4
<i>Motor Vehicle Theft</i>	2006	1	0	0	0	1
	2007	0	0	0	0	0
	2008	3	0	0	0	3
<i>Arson</i>	2006	0	0	0	0	0
	2007	1	0	0	0	1
	2008	0	0	0	0	0
<i>Hate Crimes</i>	2006	0	0	0	0	0
	2007	0	0	0	0	0
	2008	0	0	0	0	0
<i>Liquor Law Arrests</i>	2006	0	0	0	0	0
	2007	2	0	0	0	2
	2008	9	0	0	0	9
<i>Liquor Law Violations Referred for Disciplinary Action</i>	2006	35	0	0	0	35
	2007	18	0	0	0	18
	2008	14	0	0	0	14
<i>Drug Law Arrests</i>	2006	5	0	0	0	5
	2007	8	0	0	0	8
	2008	4	0	0	0	4
<i>Drug Law Violations Referred for Disciplinary Action</i>	2006	5	0	0	0	5
	2007	7	0	0	0	7
	2008	4	0	0	0	4
<i>Illegal Weapons Possession Arrests</i>	2006	1	0	0	0	1
	2007	0	0	0	0	0
	2008	1	0	0	0	1
<i>Illegal Weapons Possession Violations Referred for Disciplinary Action</i>	2006	0	0	0	0	0
	2007	0	0	0	0	0
	2008	0	0	0	0	0

***Crimes Reported in the Resident Facilities Column are included in the On-Campus Category.

