



# FURMAN UNIVERSITY

2019 ANNUAL FIRE SAFETY AND SECURITY REPORT



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## A MESSAGE FROM THE CHIEF

Furman University, one of the nation's premier liberal arts and sciences universities, is the jewel of the South Carolina Upcountry, and the men and women of the Furman University Police Department are honored to serve our students, faculty, staff and visitors. We are committed to maintaining a safe and secure campus, and our officers work hard to build relationships that foster mutual trust and respect. We also believe that we play an integral role in community education, teaching, training, and leading by example.

This annual security report (ASR) aims to keep our community informed of important safety and security policies and procedures, and crime trends on campus. While Furman University is a very safe place, it is important for our students, faculty, staff and visitors to take steps to avoid being a victim of crime. After reading our ASR, if you have any questions or would like to talk to an officer, please call 864-294-2111 or visit the Furman University Police Department in Estridge Commons.

While the Furman University Police Department is responsible for safety and security on campus, we can't do it alone. To do our job, we depend on an ongoing partnership with the community. We strive for excellence and value your feedback. Please do not hesitate to share your suggestions for how we can improve our services.

Thank you,

John Milby  
Chief of Police,  
Furman University Police Department



# ANNUAL SECURITY REPORT

## PREPARATION OF THE ANNUAL SECURITY REPORT AND DISCLOSURE OF CRIME STATISTICS

The Furman University Police Department, with assistance from the University's Clery Compliance Committee, is responsible for preparing and disseminating the Annual Fire Safety and Security Report. Each year the University conducts an annual review of the Fire Safety and Security Report to ensure it is up to date and in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, or Clery Act.

In addition to crime statistics generated by the Furman University Police Department, the University Police also request crime statistics from other law enforcement agencies with jurisdiction on campus. These agencies include, but are not limited to, the South Carolina State Law Enforcement Division (SLED), the Greenville County Sheriff's Office, the Travelers Rest Police Department, and the South Carolina Highway Patrol.

Additionally, Clery Act crime statistics are obtained from campus security authorities in departments across campus, including Student Life, Office of Title IX, Human Resources, Housing, Athletics, and faculty and staff who have significant responsibility for student and campus activities.

The Annual Security Report includes three years of statistical data regarding Clery Act crimes that occurred on campus, in certain off-campus buildings or property owned or controlled by Furman University, and on public property within, or immediately adjacent to, and accessible from the campus. The report also includes institutional policies concerning campus security, such as policies concerning sexual assault, the reporting of crimes, and other matters.

The Annual Security Report is distributed via e-mail to all employees and students of Furman University by October 1st of each year. Printed copies of this report are available at the University Police Department, and digital copies can be found at the University Police website: [https://www.furman.edu/university-police/wp-content/uploads/sites/25/2018/12/Clery\\_report.pdf](https://www.furman.edu/university-police/wp-content/uploads/sites/25/2018/12/Clery_report.pdf).

## REPORTING CRIMES AND OTHER EMERGENCIES

Students, employees, and visitors are encouraged to promptly report any crime, suspicious activity, or other public safety concern directly to the University Police. If an individual

affected by a crime is unable to report, prompt reporting by a member of the community is encouraged. We recognize that being a victim of, or witness to a crime is stressful, but it is very important to remain calm and provide authorities with the most accurate information possible. By quickly notifying the University Police Department, officers will be able to respond promptly, investigate reports in a timely manner, conduct thorough and impartial investigations, assess security concerns, and alert the Furman community if there is an immediate or continuing threat.

Contacting the Furman University Police Department is quick and easy, and can be done several ways:

- From any campus telephone, dial 2111.
- Off campus or cell phone dial (864) 294-2111.
- From a mobile device using the LiveSafe App.
- Students, employees, or visitors experiencing an emergency on campus should call 911.

In addition to reporting criminal incidents to the University Police Department, individuals may also report suspected crimes to the following:

- AVP for Student Life & Dean of Students – Trone Student Center (864-294-2093)
- Vice President for Academic Affairs and Provost – Furman Hall Admin Building (864-294-2007)
- Director of Graduate Studies – Herring Center (864-294-2818)
- Executive Director of Continuing Education – Herring Center (864-294-3136)
- AVP for Human Resources – 5013 Old Buncombe Road, Suite D (864-294-3730)
- Medical Director, Earle Student Health Center – Earle Student Health Center (864-294-2180)
- Director of Athletics – Alley Gym (864-294-3477)

Furman University seeks to empower victims of crime by informing them of their options. Campus security authorities, upon receiving a crime report, will inform the victim that they may choose to have the offense adjudicated by the University's Title IX or Student Conduct process where applicable, investigated by the University Police Department, or another



law enforcement agency with jurisdiction. Victims of crime also have the right not to report to law enforcement. In all cases, crime reports made to campus security authorities are forwarded to the University Police for statistical purposes and inclusion in the Annual Security Report.

The University will release information regarding the outcome of a disciplinary proceeding conducted against a student or employee who is the alleged perpetrator of a crime of violence or a non-forcible sex offense to the alleged victim, or to the next of kin if the victim is deceased, upon written request. This information is confidential, and is not generally released to any member of the public.

**CONFIDENTIAL AND VOLUNTARY REPORTING**

Furman University encourages the reporting of crimes that occur on campus. Individuals may report crimes directly to the Furman University Police Department for investigation, or confidentially and voluntarily to any campus security authority for statistical inclusion in the Annual Security Report. Campus community members can also report crimes confidentially using the LiveSafe App. These reports are received by the Furman University Police Department for investigation and for statistical inclusion in the Annual Security Report.

Students may also meet with the University Counseling Center or the University Chaplains, however pastoral and professional counselors may not be campus security authorities, and therefore information shared with them is not sent to the University Police for statistical inclusion in the Annual Security Report. With the permission of the person seeking counseling, the counselor or chaplain is permitted to report Clery Act statistical data to the Furman University Police Department for inclusion in the annual security report. Counselors and Chaplains are encouraged to inform those that they are counseling that this is an option to them while maintaining their confidentiality.

**POLICE RECORDS**

Furman University complies with the Clery Act regarding statistical reporting and disclosures without the inclusion of personal identifying information about the victim. The Furman University Police Department’s police reports, files, policies, and other records are private, and not subject to requests for release filed pursuant to the Freedom of Information Act. Victims of crime and others who have reported traffic accidents or other incidents may request a report by contacting the Chief of Police.



## ABOUT THE UNIVERSITY POLICE DEPARTMENT

### LAW ENFORCEMENT AUTHORITY AND JURISDICTION

Furman University maintains its own Police Department. All officers are state commissioned police officers and have attended the South Carolina Criminal Justice Academy. State law grants the University Police Officers full police powers, including the authority to make arrests on all University owned property and all public roadways adjacent to the University.

The Furman University Police Department is comprised of professional men and women whose purpose is to provide a safe environment in which students and employees can live, learn and work. The University Police work closely with local agencies, including the Travelers Rest Police Department, the Greenville County Sheriff's Office, and SLED, all of whom have jurisdiction on the Furman campus. While there are currently no formal memorandums of understanding with these departments, the University Police regularly supplements its police force with members from these agencies. These officers have full police powers while they are working on campus. The University Police also occasionally supplements security needs with non-sworn security personnel who assist with special events. These personnel do not have police powers, and thus they have no jurisdiction on campus.

## STUDENT AND EMPLOYEE CAMPUS SECURITY PROGRAMS

The University Police Department facilitates a number of training and educational programs intended to foster campus safety and security, and empower students and employees to take primary responsibility for their own security, and the security of others. Across the country, college and university campuses are typically much safer than their host communities. This is true of Furman University as well. This is because members of our community look out for one another and report criminal and suspicious activity. This care for each other is important not only with regard to sexual violence reduction, where programs like bystander intervention have been shown to work, but in other ways, such as locking your room when you leave to protect your roommate's property as well as your own, and letting friends know where you are going and who you will be with when going out. Simple steps to protect yourself and your community have far-reaching benefits.

Some of the programs that teach and encourage safe behavior include:

### FRESHMEN ORIENTATION

All new students attend a required orientation session with the University Police Department for a briefing on crime on campus, security procedures, department services, substance

abuse, and how to respond to an active shooter event. Other crime prevention/education programs are offered by various departments on campus throughout the year. There is no set schedule for these presentations.

### CAMPUS SAFERIDE AND SHUTTLE SERVICES

Furman SafeRide is an on-campus shuttle service provided through a partnership of the Furman University Police and the Student Government Association. This service provides safe transportation for all students traveling around campus. SafeRide is available seven nights a week during the fall and spring semesters from 7 p.m. to 1 a.m. Students may request a SafeRide by calling 864-772-0007. For on-campus security escorts after 1 a.m. students may call the University Police at 864-294-2111.

Additional on-campus transportation services include a morning and afternoon shuttle that stops at designated locations around campus to help get students to and from classes.

Off-campus transportation services include a weekly shuttle to the Super Walmart in Travelers Rest, and downtown trolley service to the Greenville city center on weekends.

### SITUATIONAL AWARENESS AND SELF DEFENSE

University Police facilitate several training programs aimed at equipping community members to reduce chances of being a victim of crime. These programs include Refuse to Be a Victim, Recognize and Escape Danger, and Martial Arts Training, all offered free to students. Student organizations may also request customized safety and crime prevention training programs for their specific group. These programs focus on increasing situational awareness, crime prevention, risk reduction and avoidance, and includes some basic hands-on defense training.

### FACULTY/STAFF TRAINING

All security and safety programs offered to students are also made available to faculty and staff members. Faculty and staff also receive comprehensive active shooter training, as well as training regarding their responsibilities as a campus security authority.

### GENERAL SAFETY AND SECURITY AWARENESS

Furman University Police have several officers certified in the principles of Crime Prevention Through Environmental Design. The Chief of Police meets each semester with the Student Government Association (SGA) to discuss crime trends, security issues, parking, transportation, and other topics.

The University Police, AVP of Facilities, Director of Housing and Residence Life, and a member of the Student Government

Association make regular tours together around campus to identify lighting, pathway issues and to collaborate on additional safety measures for the campus community. All Resident Assistants are encouraged to submit work orders for any area that is in need of lighting or maintenance due to security concerns.

In addition to meeting with the SGA, the University Police are available to meet with any student or employee group upon request.

### COMMUNITY POLICING

The Furman University Police Department embraces the philosophy of Community Oriented Policing, and strives to build a collaborative partnership with the University Community. Each semester, campus police officers visit each residence hall to host community policing events. These range from hosting social events intended to build relationships and break down barriers, to teaching and training on topics such as active shooter, safe driving, and the dangers of substance abuse. Campus police officers also attend other events to inform students and employees about crime prevention strategies, specific crime problems that the campus may be facing, to solicit information on problems facing the campus community, and work with campus partners to develop effective responses.

### REPORTING CRIMES AT OFF-CAMPUS STUDENT ORGANIZATION PROPERTIES

Furman University recognizes several off-campus properties owned or rented by student organizations. The Greenville and Pickens County Sheriff's Offices currently have jurisdiction at these locations. All crimes occurring at these locations should be reported to the law enforcement agency of jurisdiction. If a student is unsure of who to report to, the Furman University Police Department will help facilitate the filing of a police report with the appropriate agency. The Furman University Police Department obtains crime statistics from all agencies exercising jurisdiction at these off-campus properties for inclusion in the Annual Security Report.

### TIMELY WARNINGS

Timely Warnings are intended to alert the campus community to potentially dangerous criminal situations affecting the campus. Timely Warnings are not limited to violent crimes, but may include crimes against property. The University Police Department issues Timely Warnings to the entire campus community when all of the following criteria are met:

- The offense is a Clery Act crime;
- The offense occurs within the University's Clery geography;



## SECURITY OF AND ACCESS TO CAMPUS FACILITIES

### ACCESS TO CAMPUS

Furman University enjoys a private and secluded campus with gates at all portals. These gates permit University Police to control vehicular access onto campus. The campus is typically accessible on a 24-hour basis via the Main Gate on Poinsett Highway, and the Timmons Gate on Duncan Chapel Road. All other gate access points are closed and locked each evening to limit access to the campus.

### ACCESS TO RESIDENTIAL FACILITIES

Furman University maintains four residential facilities: the South Housing Residence Halls, the Lakeside Housing Residence Halls, the North Village Apartments, and the Vinings Apartments. Residence Halls are equipped with electronic locks and card readers. Access to Residence Halls is limited to the building occupants and their authorized guests by electronic key card. Residence Hall exterior doors are also equipped with audible prop alarms, which are monitored by University Police. Apartments and all individual rooms are accessible by key.

### ACCESS TO OTHER CAMPUS FACILITIES

Campus facilities have varying hours of operation and accessibility. Electronic locks and card readers have been installed at the entry points of most academic buildings and other campus facilities. Facilities not equipped with electronic locks may be manually locked by University Police or other employees.

### SECURITY CONSIDERATIONS USED IN THE MAINTENANCE OF CAMPUS FACILITIES

Security planning is an integral part of any successful security program. Plans for new and renovated facilities are reviewed for security and safety impacts. Planning and maintaining the landscaped areas of the campus are important to the campus appearance as well as maintaining good security. Campus administrators and student leaders review security and safety procedures and considerations when planning campus events and activities. The Facilities Services Department responds to work orders daily to repair locks, windows, and lighting. A continuous program of lighting improvements, with input from both the students and staff, has made some significant improvements in the past several years. The University has made continuous improvements each year in campus fire detection and alarm systems. There are over 100 security alarm systems on campus, which are monitored by the University Police Department. Security and safety planning is an on-going process on the Furman campus.

- The offense is reported to the University Police via a campus security authority or local law enforcement agency;
- The offense is considered by the institution to represent a serious or continuing threat to students and employees.

Every Clery Act crime reported to the University Police Department is assessed to determine if a timely warning is required. The decision to issue a Timely Warning is made by the Chief of Police or his/her designee, with input from key members of the University's senior administrative team.

The content of Timely Warnings is developed with the assistance of University Communications personnel in such a way as to inform and equip members of the campus community to protect themselves from becoming a victim of crime. Specifically, Timely Warnings include pertinent information that would aid in the prevention of additional or similar crimes. Furman University does not include any personal identifying information of the victim or reporting person in any timely warning.

When issued, Timely Warnings are always distributed to the entire campus community, and never only to a specific segment of the campus. Timely Warnings are distributed via campus e-mail and may be distributed through text message or other mediums, such as campus digital signs or the Furman University webpage.

# FURMAN UNIVERSITY POLICIES GOVERNING ALCOHOL AND OTHER DRUGS

## ALCOHOL USE AT FURMAN UNIVERSITY

Furman University Police strictly enforce all federal, state, and local laws pertaining to alcohol and drugs. The following are prohibited at Furman University:

- Possession and/or consumption of alcohol by anyone under the age of 21.
- Possession and/or consumption of alcohol in the residence halls, regardless of age.
- Abusive, excessive, and/or harmful consumption of alcoholic beverages.
- Public consumption and/or possession of alcohol in common areas of buildings and outdoor venues unless previously approved by the University.
- Alcohol in academic facilities.
- Public intoxication.
- Driving under the influence of alcohol.
- Possession and/or use of an identification that falsely represents the bearer to be 21 or older (which is considered a violation of the Falsification of Records Policy and Dishonesty Policy).
- Public display of alcohol and/or open containers carried around campus.
- Empty alcohol containers in the residence halls, including those used for decorative purposes.
- Residents may be found responsible for providing the environment for underage consumption/possession of alcohol by others in their assigned housing units whether or not the residents purchased and/or actually provided the alcohol.
- Distribution and/or provision of alcohol to anyone under the age of 21.
- Common containers of alcoholic beverages or excessive amounts of alcohol on University-owned property including, but not limited to: kegs, pony kegs, party balls, bulk containers or bulk amounts of individual containers or other devices used for drinking games.
- High-risk drinking, drinking games, and drinking game paraphernalia (including but not limited to: beer pong tables, funnels, etc.) are strictly forbidden because they encourage the unsafe use and abuse of alcohol.

- Sponsorship of activities involving the use of alcoholic beverages without prior written approval by the University. Specifically, parties are not allowed in any of the residential buildings or apartments.
- Common characteristics of a party can include, but are not limited to any or all of the following: presence of bulk volumes of alcohol, large volume of people, loud music or noise, and/ or behavior that draws attention to a student apartment.
- Alcoholic beverages are prohibited in all other campus locations except as specifically approved. All venues that are authorized for alcohol must be regulated and supervised by Dining Services or other such service providers utilizing their license.
- Students residing in the North Village complexes or the Vining Apartment and who are 21 years of age may possess alcoholic beverages inside of their living space.



Bon Appetit is the only authorized provider of alcohol on campus. Students are not permitted to sell alcohol at any event unless it is through Bon Appetit.

University Police Officers will enforce all local, state, and federal laws in regard to enforcement of drinking laws and underage consumption of alcohol. University Police Officers may exercise discretion when dealing with alcohol violations. The officer has the option to arrest, issue a state citation, and/or refer violators to Student Conduct for adjudication. University officials observing alcohol violations are to refer the student to Furman University's Student Conduct or call a University Police Officer for assistance.



## POSSESSION USE AND SALE OF ILLEGAL DRUGS

State and federal law as well as University regulations prohibit the use, possession, or distribution of narcotics or controlled drugs without a valid prescription.

Violators of drug policies are subject to the provisions of applicable local, state, and federal laws as well as University disciplinary sanctions. Furman University maintains a “no tolerance” drug policy. University Police Officers have discretion in how they choose to charge those found in possession of illegal substances. In all cases, the substance will be seized as evidence. The officer may then arrest, issue a state citation, and/or refer the matter to Student Conduct.

## GENERAL REGULATIONS

The University strictly prohibits possession, consumption (without a legal prescription), sale, and/or distribution of controlled and illegal substances (consistent with federal, state and local laws). Further, it prohibits the possession or use of prescription drugs without a valid medical prescription and use of substances for purposes or in manners not as directed.

Furman University also strictly prohibits possession, consumption, sale, and/or distribution of any substances used to cause impairment including intoxication or hallucination (e.g. Spice and Kratom), synthetic opioids, such as fentanyl, U-47700

(“Pink”), and methadone, as well as synthetic stimulants, such as “bath salts” (also known as Cloud 9, White Dove, Hurricane Charlie, White Lightning).

Students may not use or possess drug paraphernalia, including but not limited to hookahs and other smoking devices, weights, scales, and rolling papers.

Students may not be in the presence of, or aid and abet the possession, sale, or use of controlled or illegal substances.

The University prohibits misbehaving or causing disruption as a result of drug use on or in University property, or at functions sponsored by the University or by a recognized University organization.

University policy considers testing positive for illegal substances the same as possession/consumption, and will be treated as such. Student-athletes may be randomly tested per athletic department and NCAA policies. In addition, students who violate Furman’s Drug Free Campus policy may be sanctioned to random drug screenings. Failure to take and/or pass these screenings will result in student conduct action being taken.

Students convicted of any offense involving the possession or sale of a controlled substance may also be deemed ineligible to receive financial aid.

Furman University offers drug and alcohol abuse programs to

assist our students in compliance with the Drug-Free Schools and Communities Act. Information on these programs can be found by going to:

<http://www2.furman.edu/studentlife/studentlife/StudentResources/Pages/AlcoholDrugEducation.aspx>

All Furman University employees are required to attend a new employee orientation session where they are informed of the University's drug free schools policy. A copy of the policy can be found at: <https://policies.furman.edu/view.php?policy=508>

## EMERGENCY RESPONSE AND EVACUATION PROCEDURES

### CAMPUS EMERGENCY MANAGEMENT

Furman University maintains an Emergency Response Team (ERT) comprised of key members of the Senior Administration Team and staff. ERT members receive special training and meet each semester to conduct training and tabletop exercises. The ERT works closely with local emergency management officials, and has adopted an Emergence Operations Plan that employs the principles of the FEMA's Incident Command System, which is designed to provide a framework for managing all incidents, regardless of the type, scale, or complexity.

### EMERGENCY NOTIFICATION SYSTEM

Furman University is committed to ensuring the campus community receives timely, accurate, and useful information in the event of an emergency situation on campus or in the local area that poses a risk to the health and safety of campus community members. To support this commitment, Furman University has developed several multi-modal forms of communication that allow the Furman University Police Department to distribute emergency notices in the event of a critical incident or dangerous situation.

Furman University conducts announced tests of the emergency alert system annually to ensure community members are receiving alerts by email and text messaging. These alerts include a description of the hazard, guidance on steps necessary to remain safe, and where community members may obtain additional information about emergency evacuation procedures or other protocols.

### CONFIRMING THE EXISTENCE OF A SIGNIFICANT EMERGENCY OR DANGEROUS SITUATION AND INITIATING THE EMERGENCY NOTIFICATION SYSTEM

The University Police Department is responsible for confirming the existence of an emergency or dangerous situation on campus. University Police may become aware of a critical incident or other emergency situation that potentially affects the health and safety of the campus community when they are directly reported to the University Police Department, or upon

discovery during patrol or other assignments. University Police also monitor the National Weather Service, and may be notified of a potential hazard by local emergency responders.

If an emergency is reported to the University Police, officers will respond to the location to confirm the existence of an emergency or dangerous situation that poses an immediate threat to the health or safety of the campus community. Once first responders confirm that there is, in fact, an emergency or dangerous situation that poses an immediate threat to the health or safety to some or all members of the campus community, the officers will notify dispatch and supervisors in the University Police Department to issue an emergency notification.

The University's authorized representatives, including the on-duty dispatcher, supervisors in the University Police Department, officials in the Office of University Communications, and/or other members of the University's Senior Administration Team, will immediately initiate all or portions of the University's emergency notification system. If, in the professional judgment of University Police or Senior Administration Team members involved in managing the response, issuing a notification could potentially compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency, the University may elect to delay issuing an emergency notification. As soon as the condition that may compromise efforts is no longer present, the University will issue the emergency notification to the campus community or applicable segment of the community without delay.

### DETERMINING THE APPROPRIATE SEGMENT OR SEGMENTS OF THE CAMPUS COMMUNITY TO RECEIVE AN EMERGENCY NOTIFICATION

University Police and local first responders on the scene of a critical incident or dangerous situation that poses an immediate threat to the health or safety of the campus community will assist those preparing the emergency notification with determining what segment or segments of the campus community should receive the notification. Generally, campus community members in the immediate area of the dangerous situation (i.e. the building, adjacent buildings, or surrounding area) will receive the emergency notification first. The University may issue subsequent notifications to a wider group of community members. In addition to the emergency notification that may be issued via the University mass notification system, the University will also post applicable messages about the dangerous condition on the University homepage to ensure the rest of the campus is aware of the situation and the steps they should take to maintain personal and campus safety. If the emergency affects a significant portion of or the entire campus, University officials will distribute the notification to the entire campus community.

## DETERMINING THE CONTENTS OF THE EMERGENCY NOTIFICATION

The University Communications Office will, with the assistance of University Police and local first responders, determine the content of the notification. The University has developed a wide range of template messages addressing several different emergency situations. The Furman Police Chief or his designee will select the template message most appropriate to the ongoing situation and modify it to address the specifics of the present incident. Those issuing the notification will use the following guidelines when determining the contents of the emergency message.

The first message is intended to alert the community or appropriate segment of the campus community of the dangerous condition and the actions they should take to safeguard their and their neighbors' safety. Messages distributed in this stage of a rapidly unfolding critical incident will generally be short, precise, and directive. Examples include: "FURMAN ALERT: TORNADO WARNING. Seek shelter indoors immediately. Avoid windows. If outside, get indoors or in a ravine. Check your campus e-mail for more info."

A second message or email may be sent to inform the community or appropriate segment of the campus community about additional details of the situation. This message is generally distributed once first responders and the Emergency Operations Center has additional information about the dangerous situation. Examples include: "This is an emergency weather notification. A Tornado Warning has been issued for Furman University. A Tornado Warning means that a tornado has been sighted or indicated by weather radar. There is imminent danger to life and property. If Indoors: During a tornado warning, students, faculty, staff and visitors are advised to seek shelter immediately by going to a basement, safe room, or an interior room away from windows. Stay away from windows and if possible avoid large open rooms such as cafeterias, gymnasiums, or auditoriums. If Outside: Seek shelter inside a sturdy building immediately if a tornado is approaching. Sheds and storage facilities are not safe. If you are unable to shelter indoors seek shelter in a low lying area such as a ditch or ravine. In a vehicle: Being in a vehicle during a tornado is not safe. The best course of action is to drive to the closest shelter. If you are unable to make it to a safe shelter, either get down in your car and cover your head, or abandon your car and seek shelter in a low lying area such as a ditch or ravine. University Police will send an additional alert when the warning is lifted."

Finally, the third message is the Reassure or "All Clear" notice that is generally distributed once the hazard has passed, or the situation is nearly or completely resolved. The purpose of this



message is to reassure the community that the University is working diligently to resolve the situation. It can also be used to provide additional information about the situation and where resources will be available.

In cases where there are no pre-determined template messages in the system, the individual issuing the alert, generally a University Police dispatcher or supervisor, will develop and send the most succinct message to convey the appropriate information to the community. The goal is to ensure individuals are aware of the hazardous situation and that they know the steps to take to safeguard their personal and community safety.

## PROCEDURES USED TO NOTIFY THE CAMPUS COMMUNITY

In the event of a situation that poses an immediate threat to members of the campus community, the University has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated for emergency notification to all, or a segment, of the campus community. These methods of communication include the mass notification system known as Rave, which includes campus e-mail, text message, and campus digital sign alerts. When notifying the larger community, alerts may also be posted on the University website, local media, or the student newspaper website. The University will post updates during a critical incident on the homepage. If the situation warrants, the University

will establish a telephone call-in center staffed by University personnel who are trained to communicate with the campus and larger community during an emergency situation.

## EMERGENCY DRILLS AND EVACUATION PROCEDURES

Furman University practices evacuation drills in all residence halls and apartments at least twice per year. These drills are announced and supervised by the University's Risk Manager, personnel from Housing and Residence Life, and members of the University Police Department whenever possible. All persons inside the building are required to participate in this drill.

Whenever an evacuation alarm is activated in any building on campus, all occupants are required to evacuate the building until the University Police Department, Fire Department, or other University Official gives the "all clear" to return. Building evacuation procedures are posted in each building and updated annually as needed.

On an annual basis, Furman University invites local law enforcement, fire, and EMS partners to participate in a training exercise in an effort to test emergency response plans, coordination, and capabilities. These training exercises may include tabletop or functional exercises, and are documented by the University Police. Exercise documentation includes a description of the exercise, participating agencies, the date of the exercise, and whether the exercise was announced. Upon completion of training exercises, evacuation procedures are evaluated and modified, if needed. When changes are made to evacuation procedures, notification is made to the campus via email.

Students receive information about evacuation, lock-down procedures and shelter-in-place procedures during Freshmen Orientation. Housing and Student Life staff members and Residential Assistants (RAs) are also trained in these procedures and are a continuing resource for students living in their residence halls and houses. In addition, Housing and Student Life staff members and RAs participate in evacuation drills and other emergency response tests.

Furman University may issue any of three types of guidance during an emergency or hazardous situation, depending on the circumstances. These are evacuate, shelter-in-place, and lockdown.

**Evacuate:** Evacuate means to exit a building using the nearest available exit, reporting to the buildings pre-determined meeting area and following further instructions from University officials or first responders. Emergencies inside a building, such as a hazardous material spill, fire, natural gas leak, or bomb threat may trigger an evacuate command.

**Shelter-in-Place:** Sheltering in place means to remain indoors or to seek immediate shelter indoors and remain there during an emergency. Sheltering in place includes closing exterior doors and windows, drawing shades, turning off HVAC systems and possibly moving to a more protected interior area of a building depending on the nature of the emergency, and then remaining there until the "all clear" confirmation has been given. Emergencies occurring outside of a building, such as a hazardous material release or a severe weather occurrence, may trigger a shelter-in place command.

**Lockdown:** A "lockdown" is a temporary sheltering technique intended to limit human exposure to an apparent life-threatening, hostile, or hazardous situation or threat. When a lockdown is declared by University officials, occupants of any building within the impacted area are to remain in their respective spaces locking or, if unable to lock, barricading doors, closing and locking windows, drawing shades, covering classroom or office door windows, silencing cell phones, remaining quiet, and not allowing entry or exit to a secured area until the "all clear" confirmation has been given. Emergencies such as an armed intruder on campus or an active shooter on campus (an individual actively engaged in killing or attempting to kill people with a firearm in a confined populated area) may trigger a lockdown command.

## MISSING STUDENTS OR OTHER PERSONS

If anyone has reason to believe that a student who resides in an on-campus housing facility is missing, he or she should immediately notify the University Police at 864-294-2111. Missing person reports can also be made to the University Police regarding students who reside off campus, a visitor last seen on campus, or any faculty or staff member who is believed to be missing.

Many missing person reports in the university environment can result from a student changing their normal routine and failing to inform roommates or friends of this change. If the person missing is not found within a reasonable amount of time, or if there is information that the person could be at personal risk, a report should be made. Community members should not wait 24 hours or otherwise delay in making a missing person report.

Upon receiving a report of a missing person, the University Police will immediately respond and conduct a preliminary investigation in order to verify the report. Upon verification of the report, the University Police will notify surrounding law enforcement agencies and place the missing person into the FBI's National Crime Information Center (NCIC) Missing Persons Database.

All missing persons reports made to the University Police

Department are thoroughly investigated. Investigations typically involve searching the missing person's room, vehicle, and office for leads, contacting local jails and emergency rooms, obtaining assistance from regional law enforcement agencies, speaking with friends, family members, acquaintances, fellow students, co-workers, and professors, and following-up any other leads.

Furman University provides students an opportunity to designate a confidential source/person to be notified in the event they are determined to be missing. If you would like to provide a contact person, you may go to My Furman and fill out the related form. This contact information will only be accessible to authorized campus officials and will only be disclosed to law enforcement personnel in the furtherance of an ongoing missing person investigation. The information on this form is considered confidential and will not be used unless necessary.

Missing persons are reported to NCIC within 2 hours of the initial report if the missing person is under the age of 21. In all missing persons cases, the Travelers Rest Police Department is the entering agency for NCIC and will be notified of the missing person with 2 hours. Furman University Police will notify the law enforcement agency with jurisdiction if that agency is not the Travelers Rest Police Department. If the person is under the

age of 18 and not emancipated the parents of the student will be notified within 24 hours once the student is determined to be missing. Any residential student determined to be missing will have the person identified as their missing student emergency contact notified within 24 hours.

## TITLE IX PROGRAM AND NOTICE OF NONDISCRIMINATION NOTICE OF NON-DISCRIMINATION

Furman University does not unlawfully discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity, disability, age, religion, veteran status or any other characteristic or status protected by applicable local, state or federal law in admission, treatment, or access to or employment in, its programs and activities. The following individuals have been designated to handle inquiries regarding Furman University's nondiscrimination policies.

Inquiries concerning nondiscrimination on the basis of sex or on the basis of disability may be referred to Furman University's Title IX and ADA/Section 504 Coordinator. Furman University's Title IX and ADA/Section 504 Coordinator is Melissa Nichols, whose office is located in Suite 215 of the Trone Student Center, 3300 Poinsett Highway, Greenville, SC 29613. Ms. Nichols



may be contacted by phone at 864-294-2221 or by email at melissa.nichols@furman.edu. Individuals also have the right to file a formal complaint with the U.S. Department of Education's Office for Civil Rights by contacting the District of Columbia Office, 400 Maryland Avenue, SW, Washington, D.C. 20202-1475; Phone 800-421-3481; email: OCR@ed.gov. All other inquiries concerning non-discrimination involving students not addressed in this Policy may be referred to Furman University's Vice President for Student Life. The Vice President for Student Life's office is located in the Trone Student Center, 3300 Poinsett Highway, Greenville, SC 29613. The Vice President for Student Life may be contacted by phone at 864-294-2202. Employees with inquiries concerning nondiscrimination not addressed in this Policy may contact the Assistant Vice President for Human Resources. Human resources is located at 5013 Old Buncombe Road, Suite D.

Human Resources may be contacted by phone at 864-296-3730. In the event an incident involves alleged misconduct by the Title IX and ADA/ Section 504 Coordinator, reports may be made directly to the Vice President for Student Life (for students) or the Assistant Vice President for Human Resources (for employees). Members of the community may also report concerns regarding discrimination using the Campus Conduct Hotline at 866-943-5787. In the event an incident involves alleged misconduct by the Title IX and ADA/Section 504 Coordinator, reports may be made directly to the Vice President for Student Life (for students) or the Assistant Vice President for Human Resources (for employees). Members of the community may also report concerns regarding discrimination using the Campus Conduct Hotline at 866-943-5787 or online at: [https://cm.maxient.com/reportingform.php?FurmanUniv&layout\\_id=3](https://cm.maxient.com/reportingform.php?FurmanUniv&layout_id=3)

## **FURMAN UNIVERSITY'S RESPONSE TO SEXUAL AND GENDER VIOLENCE**

### **EDUCATIONAL CAMPAIGNS TO PROMOTE AWARENESS OF DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT AND STALKING**

Furman University is committed to increasing the awareness of and preventing sexual violence. The University provides all incoming students and new employees with information intended to prevent sexual assault, domestic violence, dating violence, and stalking before it occurs through the changing of social norms and other approaches. These sessions include a clear statement that Furman University prohibits such acts, their definitions under South Carolina law, the definition of consent, options for bystander intervention, information about risk reduction, and policies and procedures for responding to these incidents. Ongoing prevention and awareness campaigns are also offered throughout the year.

### **BYSTANDER INTERVENTION AND RISK REDUCTION**

Furman University encourages students, faculty, and staff to work together to prevent violence and harm by becoming active bystanders who care for one another. Furman University partners with the Julie Valentine Center, Greenville County's Rape Crisis Center, to offer Step Up! bystander intervention training. Being an active bystander means that you TAKE ACTION when you see a situation that could be potentially harmful to another person. Students, faculty, and staff are also encouraged to confront and report predatory or other behavior that endangers any member of the campus community.

### **TAKE BACK THE NIGHT**

Take Back the Night is a national event to raise awareness about violence against women and to demonstrate solidarity with survivors. As part of this event, personal testimonials by survivors of sexual violence and/or domestic violence are read either by the survivors themselves or by someone else so that the survivors may remain anonymous.

### **CONSENT DEFINED**

This one-hour presentation by the Dean of Students and Title IX and ADA/Section 504 Coordinator uses Furman's policies to educate students on the Sexual Misconduct Policy and definition of effective consent. It is effective for classroom presentations and student organization workshops/seminars.

### **REFUSE TO BE A VICTIM**

This two-hour presentation is taught by University Police Officers to students and student groups upon request. Participants are presented with a variety of common sense crime prevention and personal safety strategies and devices they may integrate into their daily lives. The goal of these workshops is to enable participants to develop a personal safety plan, enhance situational awareness, and minimize their chances of becoming a victim of both violent and property crime.

### **NEW EMPLOYEE ORIENTATION**

As part of the new employee orientation program the Office of Human Resources has developed a training program to address workplace violence, Title IX violations and harassment education. The Office of Human Resources provides new employees with education on how to prevent, identify, and report these types of offenses.

### **NEW STUDENT ORIENTATION**

New students participate in an orientation weekend. During this time, they attend an educational program that discusses dating violence, domestic violence, sexual assault, and stalking.

Students are given Sexual Misconduct Policy information and are shown how to file a Title IX complaint. They are also provided with educational information during this time on the prevention of dating violence and bystander intervention.

Furman also offers orientation sessions for new athletes that focus on alcohol abuse, drug abuse, and sexual assault prevention. The Dean of Students and the Title IX and ADA/Section 504 Coordinator review Furman's conduct policies and Sexual Misconduct policy and discuss consent and bystander intervention.

Through a first-year advising program, first-year students are taught skills related to conflict resolution; relationship navigation; bystander intervention; alcohol and drug abuse, and sexual assault prevention; and self-advocacy.

### SEXUAL HARASSMENT AND RAPE PREVENTION COMMITTEE

Furman's Sexual Harassment and Rape Prevention (SHARP) Committee is comprised of key members of the student body, faculty, and staff, who meet monthly to discuss issues pertaining to sexual harassment and rape prevention. This committee sponsors several sexual violence awareness and education events each year, including films and panel discussions about sexual violence, speakers, theatrical performances and discussion forums. The SHARP Committee also hosts a two-week Sexual Assault awareness campaign each year during April that includes signs posted around campus regarding the sexual misconduct policy and sexual violence information.

### SEXUAL ASSAULT SUMMIT

Furman partners with Greenville County's rape crisis center, the Julie Valentine Center, to periodically host a Sexual Assault Summit open to the Furman Community, as well as others around the state. The 2016 Sexual Assault Summit featured several national speakers.

### **REPORTING DATING VIOLENCE, DOMESTIC VIOLENCE SEXUAL ASSAULT OR STALKING TO THE UNIVERSITY POLICE AND WHAT WE WILL DO**

Victims of dating violence, domestic violence, sexual assault, or stalking are encouraged to immediately notify the University Police via LiveSafe or by calling 864-294-2111. Upon receiving a report, University Police will:

- Immediately respond and meet with the victim.
- Coordinate medical treatment, if needed.
- Inform victims of their rights and options.

- Initiate a criminal investigation, if so desired.
- Offer University Counseling Center Services.
- Collect and secure physical evidence.
- Determine if a Timely Warning should be issued.
- Notify SLED, Title IX, the Office of Student Life, and other departments as indicated.
- Collect Clery statistical information.

Furman University is committed to providing victims of sexual or gender-based violence with as safe a learning or working environment as possible. The University provides this whether or not a student or employee reports to law enforcement and/or pursues any formal action. Upon request, Furman University will make any reasonably available change to a victim's academic, living, transportation, and or working situation:

- If safety of the victim is an issue, and the victim lives in the campus residential system, moving to another room is offered.
- Classes can be changed if a safety issue arises, such as a suspect's enrollment in one or more of the victim's classes.
- Work with Housing and Residence Life to ensure that a change in living arrangements is made if needed.
- The Title IX Coordinator will always be contacted.
- Any accommodation and protective measures provided to the victim will be treated as confidential to the extent that maintaining the confidentiality will impair the ability of the institution to provide the institution.
- The South Carolina Law Enforcement Division (SLED) investigates all sexual assaults that occur on Furman University property in conjunction with University Police. If a victim reports a sexual assault and would like to pursue criminal charges University Police will request assistance from SLED.

### **NOTICE OF RIGHTS AND OPTIONS**

Any student, faculty, or staff member who is the victim of dating violence, domestic violence, sexual assault, or stalking, regardless of where such incidents occur, will receive information about their rights and options regarding the involvement of law enforcement and campus authorities. University officials will also provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the University, and in the community.



It is important for victims to know that they have the right to choose if they want to report an incident of sexual violence to the University, to local law enforcement, to either, or to both. Victims also have the right not to file a report. The University will assist victims of sexual violence with notifying law enforcement if they so choose; and they have the right to decline to notify such authorities. Campus authorities will assist victims of sexual violence in seeking orders of protection, “no-contact” orders, and restraining orders whenever applicable and desired by the victim. All valid court orders for protection are enforced on campus by the Furman University Police.

It is important for the victim of dating violence, domestic violence, sexual assault or stalking to know that the University has multiple resources available to assist them. Victims are not required to pursue criminal charges but may do so if they wish. A victim may choose to only file a Title IX complaint instead of criminal charges or they may do both. Victims of dating violence, domestic violence, sexual assault or stalking may also receive upon request written information about changes to academic, living, transportation, working situations, and other reasonably available protective measures, regardless of whether the victim chooses to report the crime to campus police or local law enforcement, and irrespective of where the crime took place.

It is important for victims to remember to preserve as much

evidence as possible as soon as possible, even if they are unsure if they want to make a report. Evidence might include eyewitness accounts, digital evidence, and physical evidence. This evidence is important to aid in the possibility of a successful criminal investigation or obtaining a protection order. If the victim of a sexual assault, the victim should retain all clothing worn during the assault, receive a sexual assault examination from a certified SANE nurse (the Greenville Memorial Hospital has SANE nurses on staff) and report the incident as soon as possible. Victims of sexual assault should avoid washing, douching, using the toilet, or changing clothing prior to the medical exam. Any clothing removed should be placed in a paper bag and given to the nurse examiner or University Police. It is especially important for victims who suspect they may have been unknowingly drugged to be tested for the presence of controlled substances as soon as possible. Evidence of violence might include bruising or other visible injuries that should be photographed for preservation. The collection and preservation of evidence is critical to an investigation, helping to establish the facts should the victim choose to prosecute or seek a court order (known in South Carolina as a restraining order). Such evidenced may be present for up to 120 hours after an assault.

The State of South Carolina offers free forensic examinations to all victims of sexual assaults. Victims of sexual assaults are not required to file criminal charges even though they receive

the free examination. The examination will remain confidential unless the victim chooses to file charges. Additionally, victims should retain any digital evidence they may have including text messages or phone messages.

If the victim wishes to obtain a restraining order, the Furman University Police Department will assist them in obtaining this from the court system. If the victim and accused are both students, the Dean of Students may issue a no-contact order to both parties. The Furman University Police Department will enforce all restraining orders issued by the court.

Victims of dating violence, domestic violence, sexual assault or stalking may report the offense to the Title IX coordinator, a Deputy Title IX coordinator, the director of housing and residence life, an RA or Assistant Area Coordinator, the Dean of Students, the University Police Department, SLED, the Travelers Rest Police Department or the Greenville County Sheriff's Office. Victims are also encouraged to utilize support services available through the infirmary, the Counseling Center, the University Chaplain, the Julie Valentine Center (for victims of sexual assault) and Safe Harbor (for victims of dating violence or domestic violence). All campus departments can be reached by first calling the University Switchboard at 864-294-2000. University Police can be reached by calling 864-294-2111 or via the LiveSafe app. The South Carolina Law Enforcement Division can be reached at (803) 737-9000. The Travelers Rest Police Department can be reached at 864-834-9029. The Greenville County Sheriff's Office can be reached at 864-371-3600. The Julie Valentine Center can be reached at 864-331-0560. Safe Harbor can be reached at 1-800-291-2139. Students may notify any of the on-campus resources, the Julie Valentine Center or Safe Harbor and not be required to notify campus or local law enforcement. However, if a student indicates to any of these resources that they wish to notify campus or local law enforcement officers of the offense the resource must assist the student with notifying the agency.

#### SOUTH CAROLINA LAW PROHIBITING STALKING

South Carolina state law 16-3-1700 defines "stalking" as a pattern (meaning two or more acts) of words, whether verbal, written, or electronic, or a pattern of conduct that serves no legitimate purpose and is intended to cause and does cause a targeted person and would cause a reasonable person in the targeted person's position to fear death, assault, bodily injury, sexual assault, kidnapping, or property damage.

#### SOUTH CAROLINA LAW PROHIBITING CRIMINAL SEXUAL CONDUCT

South Carolina state law 16-3-654 defines "criminal sexual conduct" as the sexual battery of a victim where the perpetrator

uses force or coercion to accomplish the sexual battery, or where the perpetrator knows or has reason to know that the victim is mentally defective, mentally incapacitated, or physically helpless. "Sexual battery" is defined as sexual intercourse, cunnilingus, fellatio, anal intercourse, or any intrusion, however slight, of any part of a person's body or of any object into the genital or anal openings of another person's body, except when such intrusion is accomplished for medically recognized treatment or diagnostic purposes. "Mentally incapacitated" means that a person is rendered temporarily incapable of appraising or controlling his or her conduct whether this condition is produced by illness, defect, the influence of a substance or from some other cause. "Physically helpless" means that a person is unconscious, asleep, or for any other reason physically unable to communicate unwillingness to an act.

#### SOUTH CAROLINA LAW PROHIBITING DOMESTIC VIOLENCE

South Carolina state law 16-25-20 defines "domestic violence" as causing physical harm or injury to a person's own household member; or offering or attempting to cause physical harm or injury to a person's own household member with apparent present ability under circumstances reasonably creating fear of imminent peril. "Household member" means: a spouse; a former spouse; persons who have a child in common; or a male and female who are cohabiting or formerly have cohabited. South Carolina state law does not specifically define "dating violence."

#### CONSENT DEFINED

Furman University defines "Consent" as being informed, freely and actively given, through mutually understandable words or actions that indicate a willingness to participate in mutually agreed upon sexual activity. Consent is mutually understandable when a reasonable person would consider the words or actions of the parties to have manifested a clear and unambiguous agreement between them to engage in certain conduct with each other. Consent cannot be gained by ignoring or acting in spite of the objections of another. Consent cannot be inferred from: (i) Silence, passivity, or lack of resistance alone; (ii) A current or previous dating or sexual relationship alone (or the existence of such a relationship with anyone else); (iii) Attire; (iv) The buying of dinner or the spending of money on a date; or (v) Consent previously given (i.e., consenting to one sexual act does not imply consent to another sexual act).

Consent is not effective if it is obtained through the use of physical force, violence, duress, deception, intimidation, coercion, or the threat, expressed, or implied, of bodily injury. Whether a party used intimidation or coercion to obtain Consent will be determined by reference to the perception of a reasonable person found in the same or similar circumstances.

Consent may never be given by: (1) Minors, even if the other participant did not know the minor’s age. (2) Mentally disabled persons, if their disability was reasonably knowable to a sexual partner who is not mentally disabled. (3) Persons who are incapacitated. The use of alcohol or drugs does not diminish one’s responsibility to obtain Consent and does not excuse conduct that constitutes Sexual Misconduct under this Policy. If at any time during a sexual act any confusion or ambiguity is or should reasonably be apparent on the issue of consent, it is incumbent upon each individual involved in the activity to stop and clarify the other’s willingness to continue and capacity to consent. Neither party should make assumptions about the other’s willingness to continue.

INTIMATE PARTNER VIOLENCE DEFINED

Furman University defines “Intimate Partner Violence” as actual or threatened physical violence, intimidation or other forms of physical, emotional or sexual abuse that would cause a reasonable person to fear harm to self or others and which is committed by

a person who is or has been in a social relationship of a romantic or intimate nature with the Complainant. The existence of such a relationship shall be determined with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Intimate Partner Violence can occur between persons of any gender identity, any sexual orientation, and it can occur in any type of intimate relationship including monogamous, non-committed, and relationships involving more than two partners. Intimate Partner Violence can be a single act or a pattern of behavior. Intimate Partner Violence is sometimes referred to as, and includes behaviors that would be considered, dating violence, domestic violence, or relationship abuse. Intimate Partner Violence can take many forms. Examples include, but are not limited to, situations in which the following behaviors are directed toward a partner in a current or former intimate relationship: hitting, kicking, punching, strangling, or other physical violence; property damage; and threat of violence to one’s self, one’s partner, or the family members, friends, pets, or personal property of the partner.

## RECOMMENDED RANGES OF SANCTIONS

VIOLATION	SANCTIONS FOR STUDENTS	SANCTIONS FOR STUDENTS
Sexual Harassment	parental notification, and/or educational sanctions (such as community service, reflection paper(s), and/or fines), social restrictions, disciplinary probation, expulsion or suspension from campus housing, suspension or expulsion from the University	educational sanctions, written reprimand, warning/probation, withholding a promotion or pay increase, reassigning employment, terminating employment, temporary suspension without pay, compensation adjustments
Sexual Exploitation	educational sanctions, disciplinary probation, social restrictions, expulsion or suspension from campus housing, suspension or expulsion from the University	educational sanctions, written reprimand/probation, withholding a promotion or pay increase, reassigning employment, terminating employment, temporary suspension without pay, compensation adjustments
Sexual Intimidation, Stalking, Intimate Partner Violence	educational sanctions, disciplinary probation, social restrictions, expulsion or suspension from campus housing, completion of batterer intervention program, suspension or expulsion from the University	educational sanctions, written reprimand/probation, withholding a promotion or pay increase, reassigning employment, terminating employment, temporary suspension without pay, compensation adjustments, completion of batterer intervention program
Non-consensual Sexual Contact and Non-consensual Sexual Penetration*	educational sanctions, disciplinary probation, social restrictions, expulsion or suspension from campus housing, suspension or expulsion from the University	educational sanctions, terminating employment, temporary suspension without pay,

\*To be clear, the appropriate sanctions for any Non-consensual Sexual Penetration generally will include at a minimum a period of separation from the University.

## DISCIPLINARY PROCEDURES

Furman University is committed to providing a safe learning and working environment, and in compliance with state and federal law has adopted policies and procedures to prevent and respond to incidents of violence including sexual assault, domestic violence, dating violence and stalking. These guidelines, as well as Furman University's disciplinary procedures, apply to all students, faculty, staff, contractors, and visitors.

Investigations into student, faculty, and staff misconduct are typically completed within 90 calendar days of the receipt of the complaint. Hearings, if any, take place within 20 days of the conclusion of the investigation. Both the complainant and the respondent will receive a final outcome letter within 5 calendar days of the conclusion of the hearings. Sanctions for a finding of responsibility depend upon the nature and gravity of the misconduct, any record of prior discipline for sexual misconduct, or both.

Sanctions include withholding a promotion or pay increase, reassigning employment, terminating employment, temporary suspension without pay, compensation adjustments, expulsion or suspension from the University, disciplinary probation, social restrictions, expulsion or suspension from campus housing, suspension or revocation of admission, suspension or revocation of degree, written warning, mandated counseling, completion of a batterer intervention program, completion of violence risk assessment, parental notification, and/ or educational sanctions (such as community service, reflection paper(s), and/or fines) deemed appropriate by the Hearing Board.

### STUDENT PROCEEDINGS

All conduct and disciplinary proceedings involving students, whether the conduct is reported to have occurred on or off campus, as appropriate, shall provide a prompt, fair and impartial investigation and resolution by officials who have received annual training on the nature of the types of cases they are handling, on how to conduct a trauma-informed investigation and hearing in a manner that protects the safety of victims and promotes accountability. Determination of responsibility for violating the Student Conduct Code is made using the preponderance of the evidence standard (which means that it is more likely than not that the alleged misconduct occurred). The preponderance of the evidence standard applies to investigations of faculty and staff misconduct as well.

In all student proceedings, including any related meetings, both the respondent and the complainant are entitled to the same opportunities to have others present including the right to be accompanied by an advisor of their choice. Both the respondent and complainant shall simultaneously be informed in writing of

the outcome of the proceedings, the procedures for appealing the results, and of case progression through the conduct process including any change to the result and when that result becomes final. Disclosure of the outcome shall be made to both parties unconditionally, simultaneously, and each shall be free to share or not share the details with any third parties.

For additional information about student conduct proceedings, please consult Furman University's Student Handbook, which can be found online here:

<http://www2.furman.edu/studentlife/studentlife/studenthandbook/Pages/default.aspx>

### FACULTY AND STAFF PROCEEDINGS

All disciplinary proceedings involving staff and faculty shall follow a prompt, fair and impartial investigation and resolution by officials who have received annual training on the nature of the types of cases they are handling, on how to conduct an investigation, and shall follow the specific personnel policies or academic code of conduct policies that govern that individual's employment or academic appointment status. As in the disciplinary process for students, the preponderance of evidence standard is used and individuals accused of sexual misconduct or gender violence can bring representatives or support persons to their interviews and disciplinary meetings.

Individuals accused of violating Furman University policy regarding Non-consensual Sexual Contact, Non-consensual Sexual Penetration, Intimate Partner Violence or Stalking will be given notice and a full opportunity to respond to allegations made against them. Accused individuals also have the right to seek representation to assist them throughout the disciplinary process.

Both the respondent and complainant shall simultaneously be informed in writing of the outcome of the proceedings, the procedures for appealing the results, and of case progression through the conduct process including any change to the result and when that result becomes final. Disclosure of the outcome shall be made to both parties unconditionally, simultaneously, and each shall be free to share or not share the details with any third parties.

### DISCIPLINARY HEARING POLICIES AND PROCEDURES

I. Submission of Written Materials by the Parties. Within two days of receipt of the Notice of Hearing and Composition of the Hearing Board, the Complainant and the Respondent may provide the Assigned Deputy Title IX Coordinator with a list of witnesses, if any, that they propose that the Hearing

Board call and a brief description of each proposed witness's connection to and/or knowledge of the issues in dispute.

The Assigned Deputy Title IX Coordinator will share such information with the Hearing Board. The Hearing Board will determine which, if any, of the witnesses it intends to call.

II. Failure to Appear. If the Complainant and/or the Respondent fails to appear before the Hearing Board, and such party was provided proper notice of the hearing as set forth above, then absent extenuating circumstances, the Hearing Board will proceed to determine the resolution of the Complaint.

III. No Contact Prior to the Hearing. The Complainant and the Respondent may not contact each other outside of the hearing, even to discuss the hearing.

IV. Support Persons. As provided in Section 5.03, both the Complainant and the Respondent may have a support person present to support and assist them during the hearing.

V. Evidentiary Matters. The Complainant and the Respondent will have an equal opportunity to address the hearing board, if desired. Formal rules of evidence will not be observed during hearings.

1. Any evidence the parties wish the Hearing Board to consider should be presented to the investigators as early as possible during the investigation process. If a party wishes to submit evidence in response to information in the Investigative Report, that information should be submitted as soon as practicable but in no event later than the submission of any written statement (due within two days of receipt of the Notice of Hearing and Composition of the Hearing Board). Any evidence that is not submitted in a timely manner during the course of the investigation or prior to the hearing may be excluded at the discretion of the Assigned Deputy Title IX Coordinator or the Title IX Coordinator.

2. Evidence of the past sexual histories of the Complainant and the Respondent will not be permitted at the hearing, with the following exceptions:

a. Evidence is permitted to show that the Complainant has in the past been formally disciplined by the University for falsely filing Complaints alleging Sexual Misconduct,

b. Evidence is permitted to show that the Respondent has in the past been either convicted in a criminal proceeding or formally disciplined by the University for Sexual Misconduct, and

c. Evidence regarding the past sexual activity of the Respondent (regardless of whether the Respondent was formally charged with a violation of the Policy with respect to such conduct) may be permitted to show that the Respondent has engaged in a pattern of behavior similar to the alleged Sexual Misconduct at

issue before the Hearing Board, provided that (1) the

Respondent has not been found “not responsible” by the University in a proceeding related to such sexual activity and (2) the Hearing Board has found both that the evidence is reliable and trustworthy and that the conduct is sufficiently and substantially similar to the conduct at issue before the Hearing Board to suggest a pattern of behavior.

3. Character evidence is generally inadmissible.

VI. Conduct of the Hearing.

1. Generally. The Hearing Board will be responsible for asking any questions to be asked of the parties. Both the Hearing Board and the parties will have the opportunity to question any witnesses. It is anticipated that the evidence will primarily be gathered and developed during the investigation and presented to the Hearing Board in the Investigative Report. The Chair of the Hearing Board will resolve any questions concerning procedure or the admission of evidence or testimony (including the relevancy and reliability of the evidence and testimony). Members of the University community are expected to provide truthful testimony, and any member of the University community providing false information during this process is subject to discipline, pursuant to Section 2.03.

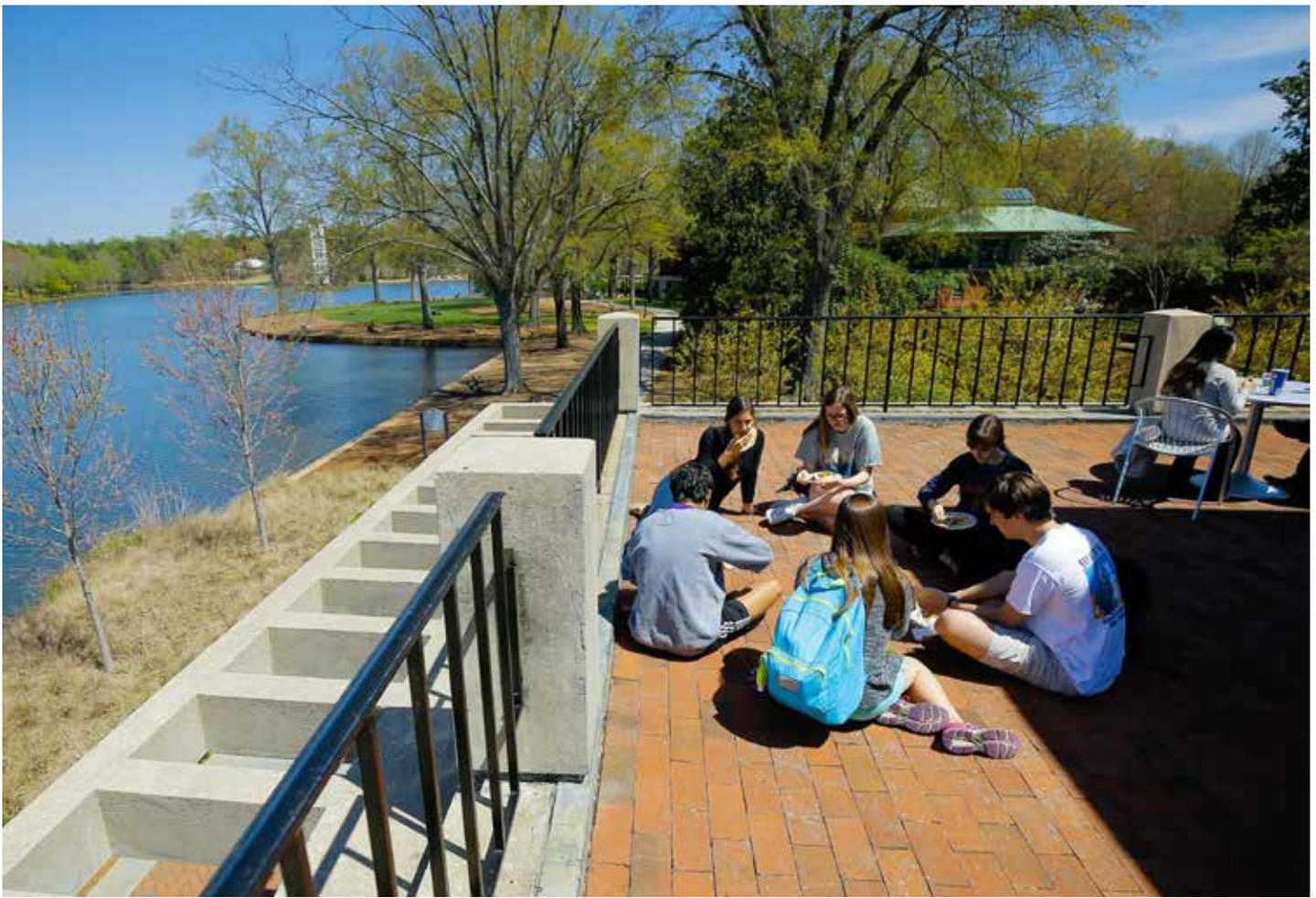
2. Testimony. The Respondent and/or the Complainant may choose not to testify before the Hearing Board; however, the affirmative exercise of that option will not preclude the Hearing Board from making a determination regarding the Complaint.

3. Closed-Circuit Technology. Upon timely request, the University may, in its discretion, provide for testimony by closed-circuit technology, telephone or other electronic means in appropriate circumstances.

4. Recording. The University may record the hearing. This recording will be the property of the University. The Appeals Board may use the recording as part of the appeal process. Reasonable care will be taken to ensure a quality recording. However, technological problems that result in no recording or in an inaudible one will not affect the validity of the outcome of a hearing.

Recommended ranges of sanctions can be found below. Additional information about Furman University’s Sexual Misconduct Policy, including the appeals process, can be found online at: <http://www2.furman.edu/sites/title-ix/Documents/sexualmisconductpolicy.pdf>.

Hearings are to be prompt, fair, and impartial, and are conducted by individuals who have received annual training on the issues



related to dating violence, domestic violence, sexual assault, and stalking, and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

Regardless of the location of offense, if a student or employee reports that they have been a victim of dating violence, domestic violence, sexual assault or stalking, the institution will provide the employee or student with written documentation of their rights.

Furman University will maintain the victim's name as confidential as required by S.C. Code 16-3-730. Police reports may be released to the accused as part of judicial proceedings. The Title IX coordinator or their designee will provide written notification to students and employees who report being victims of Dating Violence, Domestic Violence, Sexual Assault and Stalking about options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures as required by 668.46(b)(11)(v). Available protective measures include issuing no-contact orders to prevent any contact between or among the Complainant, the Respondent, witnesses, and/ or third parties; providing the Complainant an escort to ensure that he or she can move safely between classes, work, and/or activities; changing a Complainant's or a Respondent's on-campus housing, if any, to

a different on-campus location and providing assistance from University personnel in completing the relocation; changing a Complainant's or a Respondent's work arrangements or schedules; and changing academic schedules (such as moving the Complainant or the Respondent from one class section to another).

#### SEX OFFENDER REGISTRATION

The Campus Sex Crimes Prevention Act section 1601 of Public Law 106-386, is a federal law that provides tracking of convicted sex offenders enrolled at or employed by institutions of higher education. The intent is to extend the protection of the sex offender's registries and Megan's Law to College campuses.

It also amends the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act to require institutions of higher education to issue a statement advising the campus community where to obtain law enforcement agency information provided by a state concerning registered sex offenders.

The South Carolina Electronic Sex Offender Registry search can be located at: <http://scor.sled.sc.gov/ConditionsOfUse.aspx>

Megan's Law can be found online at: <http://klaaskids.org/st-ind.htm>

## ANNUAL DISCLOSURE OF CRIME STATISTICS

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)) requires colleges and universities across the United States to disclose information about crime on and around their campuses. The Furman University Police maintains a close relationship with all law enforcement agencies where Furman University owns or controls property to ensure that crimes reported directly to these agencies that involve the University are brought to the attention of the University Police.

The University Police collects the crime statistics disclosed in the charts through a number of methods. Police dispatchers and officers enter all reports of crime incidents made directly to the department through an integrated computer aided-dispatch systems/records management system. After an officer enters the report in the system, a department administrator reviews the report to ensure it is properly classified in the correct crime category. The Department periodically examines the data to ensure that all reported crimes are recorded in accordance with the crime definitions outlined in the FBI Uniform Crime Reporting Handbook and the FBI National Incident-Based Reporting System Handbook (sex offenses only). In addition to the crime data that the University Police maintains, the statistics below also include crimes that are reported to campus security authorities, as defined in this report. The statistics reported here generally reflect the number of criminal incidents reported to the various authorities. The statistics reported for the sub categories on liquor laws, drug laws and weapons offenses represented the number of people arrested or referred to campus judicial authorities for respective violations, not the number of offenses documented.

Furman University Police collect data relating to bias motivated Hate Crimes as defined by the Clery Act. Hate crimes are criminal acts motivated by bias against a protected class.

Furman University provides the definitions of the Clery Act crimes and Clery Act geography in the following pages and then provides a statistics table. These crime definitions are unique to the Clery Act and we encourage readers to review them for a better understanding of the statistics.

### DEFINING CLERY ACT GEOGRAPHY

#### ON CAMPUS

- Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and

- Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

#### ON CAMPUS STUDENT HOUSING FACILITY

- Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.
- Student Housing Facilities are a subset of "On Campus" as defined above.

#### PUBLIC PROPERTY

- All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

#### NONCAMPUS BUILDINGS OR PROPERTY

- Any building or property owned or controlled by a student organization that is officially recognized by the institution; or
- Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

#### DEFINITIONS OF REPORTABLE CRIMES

- Murder/Manslaughter – defined as the willful killing of one human being by another.
- Negligent Manslaughter – is defined as the killing of another person through gross negligence.
- Sexual Assault – is defined as an offense that meets the definition of rape, fondling, incest, or statutory rape.
- Rape – is defined as penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- Fondling – is defined as touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

- Incest — is defined as nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory Rape — is defined as nonforcible sexual intercourse with a person who is under the statutory age of consent.
- Robbery – is defined as taking or attempting to take anything of value from the car, 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 – is defined as an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.
- Burglary – is the unlawful entry of a structure to commit a felony or a theft.
- Motor Vehicle Theft – is the theft or attempted theft of a motor vehicle.
- 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, or personal property of another.
- Drug Abuse Violations – The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacture, and making of narcotic drugs.
- Liquor Law Violations – The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.
- Weapons Law Violations – The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons.
- Domestic Violence – A felony or misdemeanor crime of violence committed:
  - o By a current or former spouse or intimate partner of the victim;
  - o By a person with whom the victim shares a child in common;
  - o By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
  - o By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or
  - o By any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- Dating Violence – Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.
- Stalking – Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person’s safety or the safety of others; or suffer substantial emotional distress.
- Hate Crimes – includes all of the crimes listed above that manifest evidence that the victim was chosen based on one of the categories of bias listed below, plus the following crimes:
  - o Larceny/Theft—includes, pocket picking, purse snatching, shoplifting, theft from building, theft from motor vehicle, theft of motor vehicle parts or accessories, and all other larceny.
  - o Simple Assault—an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.
  - o Intimidation—to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct but without displaying a weapon or subjecting the victim to actual physical attack.
  - o Destruction/Damage/Vandalism or Property (except Arson)—to willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.



- Categories of Prejudice:

- o Race. A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, blacks or African Americans, whites.

- o Religion. A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, Protestants, atheists.

- o Sexual Orientation. A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation. Sexual Orientation is the term for a person's physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual, and heterosexual (straight) individuals.

- o Gender. A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.

- o Gender Identity. A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals. Gender non-conforming describes a person who does not conform to the gender-based expectations of society, e.g., a woman dressed in traditionally male clothing or a man wearing makeup. A gender non-conforming person may or may not be a lesbian, gay, bisexual, or transgender person but may be perceived as such.

- o Ethnicity. A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term "race" in that "race" refers to a grouping based mostly upon biological criteria, while "ethnicity" also encompasses additional cultural factors.

- o Disability. A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.



o National Origin. A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth. This bias may be against people that have a name or accent associated with a national origin group, participate in certain customs associated with a national origin group, or because they are married to or associate with people of a certain national origin.

#### REPORTING HATE CRIMES AND INCIDENTS OF BIAS

Students, faculty, staff and visitors are encouraged to immediately report any suspected hate crimes or incidents of bias to the University Police by calling 864-294-2111, or via the LiveSafe app. Hate crimes or incidents of bias can also be reported to any campus security authority, or the University’s Bias Incident Response Team (BIRT). For more information regarding the BIRT please go online and visit: <https://www.furman.edu/diversity-inclusion/institutional-commitment/discrimination-information/>

### GENERAL SAFETY TIPS

#### SAFETY TIPS IN YOUR RESIDENCE:

- Always keep your residence door locked and never prop it open.

- When someone is at your door, confirm who it is before you open it.
- Don’t give personal information, such as your name, address, or phone number, to strangers.
- Request immediate replacement when light bulbs burn out in dark alleyways, parking lots, and hallways.
- Never post to social media when you’re planning to be out of town, when you are home alone, or your home address.
- Call University Police at 864-294-2111 immediately to report suspicious activity, threats, or other criminal activity.

#### SAFETY TIPS ON AND AROUND CAMPUS:

- Familiarize yourself with the security services available on campus, including campus shuttles and the University Police.
- Download the LiveSafe app onto your phone or mobile device.
- Avoid shortcuts through deserted places around campus.
- Don’t walk, jog, or bicycle alone at night.
- Don’t accept rides from strangers and take precautions to confirm rideshare services before entering a vehicle.

- Don't ignore your gut, if you sense something is suspicious or not right, take appropriate precautions.
- When driving, park in well-lit, well-traveled areas.
- Always keep your vehicle locked.
- Look into your back seat before entering your car, and always lock your car doors upon entry.
- Immediately report suspicious persons or activities you encounter on campus via LiveSafe or by calling University Police at 864-294-2111.

To prevent potential violence or self-harm, report concerning behaviors by calling the University Police (864-294-2111), the Counseling Center (864-294-3031), the Campus Conduct Hotline (866-943-5787), Human Resources (864-294-2217), or by raising a flag in Success at Furman.

**RESPONSE** – When confronted with an active shooter or violent assailant, your response may depend on a number of circumstances. The Department of Homeland Security recommends the following response options for consideration and implementation:

- **RUN:** Evacuating the affected area is always the first, best option during an attack. Have a plan for escape in mind. Think outside the box – break windows and walls if necessary to get away. Call 911 or University Police at 864-294-2111. Warn those around you as you evacuate.
- **HIDE:** If escape is not an option, hide in an area out of the attacker's view. Lock, and if possible, barricade doors. Notify University Police and call 911. Consider using the LiveSafe app if you must remain silent.
- **FIGHT:** As a last resort, do whatever it takes to save your life and the lives of others. Fight back as a group. Consider using improvised weapons, such as a fire extinguisher, belt, or other object. Look for opportunities to go on the offensive, such as when the shooter is reloading or distracted.

## RESPONDING TO AN ACTIVE SHOOTER ON CAMPUS:

**PREVENTION** – According to the F.B.I. and U.S. Secret Service, active shooters don't just "snap." Rather, they typically spend time planning an attack and often leak their intentions to people around them. This means that some targeted violence is preventable, if bystanders report concerning behaviors. Concerning behaviors can include:

- A fixation on a sense of having been wronged or a grievance.
- An unhealthy fascination with mass murders or weapons.
- Multiple life stressors, such as divorce or job loss.
- Anger, impulsivity, or risk taking, including substance abuse.
- Verbal or written threats or sharing violent fantasies.
- Serious, untreated mental illness, paranoia, or suicidal thoughts.



PRIMARY CRIMES	YEAR	ON CAMPUS	STUDENT HOUSING (SUBSET OF ON CAMPUS)	NONCAMPUS BUILDING OR PROPERTY	PUBLIC PROPERTY	UNFOUNDED
CRIMINAL HOMICIDE						
Murder and Non-negligent Manslaughter	2016	0	0	0	0	0
	2017	0	0	0	0	0
	2018	0	0	0	0	0
Negligent Manslaughter	2016	0	0	0	0	0
	2017	0	0	0	0	0
	2018	0	0	0	0	0
SEX OFFENSES						
Rape	2016	8	8	2	0	0
	2017	8	7	1	0	0
	2018	7	7	0	0	1
Fondling	2016	4	4	1	0	0
	2017	4	4	0	0	0
	2018	1	1	0	0	0
Incest	2016	0	0	0	0	0
	2017	0	0	0	0	0
	2018	0	0	0	0	0
Statutory Rape	2016	0	0	0	0	0
	2017	0	0	0	0	0
	2018	0	0	0	0	0
PRIMARY CRIMES	YEAR	ON CAMPUS	STUDENT HOUSING (SUBSET OF ON CAMPUS)	NONCAMPUS BUILDING OR PROPERTY	PUBLIC PROPERTY	UNFOUNDED
Robbery	2016	0	0	0	0	0
	2017	0	0	0	0	0
	2018	0	0	0	0	0
Aggravated Assault	2016	1	0	0	0	0
	2017	0	0	0	0	0
	2018	0	0	0	0	0
Burglary	2016	4	3	0	0	1
	2017	5	5	0	0	2
	2018	4	2	0	0	2
Motor Vehicle Theft	2016	9	0	0	0	0
	2017	4	0	0	0	1
	2018	2	0	0	0	0
Arson	2016	1	0	0	1	0
	2017	0	0	0	0	0
	2018	1	0	0	0	0

PRIMARY CRIMES	YEAR	ON CAMPUS	STUDENT HOUSING (SUBSET OF ON CAMPUS)	NONCAMPUS BUILDING OR PROPERTY	PUBLIC PROPERTY	UNFOUNDED
VAWA OFFENSES						
Dating Violence	2016	1	1	0	0	0
	2017	1	1	0	0	0
	2018	1	1	1	0	0
Domestic Violence	2016	2	2	0	0	0
	2017	1	1	0	0	0
	2018	0	0	0	0	0
Stalking	2016	3	2	0	0	0
	2017	6	3	0	0	0
	2018	3	1	0	0	0

ARREST						JUDICIAL REFERRAL			
Other Offences		On Campus	Student Housing	Non-campus Building or Property	Public Property	On Campus	Student Housing	Non-campus Building or Property	Public Property
Liquor Law Violations	2016	0	0	0	0	163	142	0	0
	2017	0	0	0	0	205	174	0	0
	2018	1	1	0	0	295	278	4	0
Drug Abuse Violations	2016	5	3	1	1	16	8	0	0
	2017	0	0	0	0	68	58	0	0
	2018	0	0	0	0	41	32	0	0
Illegal Weapons Possession	2016	0	0	0	0	0	0	0	0
	2017	0	0	0	0	0	0	0	0
	2018	0	0	0	0	0	0	0	0

There were zero (0) Hate Crimes reported from 2016 through 2018.

## FIRE SAFETY

Campus facilities that have been newly constructed (i.e. Herring Center, Playhouse Annex, Paladin Stadium Press Box, Johns Hall, and Hipp Hall) and those facilities which have been renovated (i.e. Furman Hall, Duke Library, Physical Activities Center, Townes Science Center and Trone Student Center) have the newest fire detection and suppression systems. All campus buildings are equipped with fire detection and alarm systems, which are monitored by the University Police Dispatch Center 24 hours. Fire Alarm notifications are transmitted to University Police Department dispatch, which is staffed 24/7. Lakeside Housing, North Village, and the Vinings Apartments have fire suppression sprinkler systems. Furman University takes fire safety seriously and expects students to take personal responsibility for their own fire safety.

### EDUCATION AND PREVENTION

Furman conducts a fire drill in each residential unit at least once per semester. Housing and Residence Life provides fire safety education and training to Resident Assistants (RAs) that includes building fire protection features, fire prevention and emergency evacuation procedures.

Resident students attend orientation training facilitated by RAs and review information on fire evacuation and fire prevention, including a list of prohibited items. The Risk Management Office periodically provides fire safety training to maintenance and custodial staff. Training includes fire extinguisher use, emergency procedures, hot work program and fire safety inspection protocol.

### FIRE ALARM EVACUATION PROCEDURES

- When the alarm sounds, leave the building immediately.
- Alert others to the emergency and ask if they will need help in an evacuation.
- Do not use elevators unless instructed to do so by emergency personnel.
- Go to an Emergency Assembly Point or an area at least 300 feet from the building.
- All building evacuations will occur when an alarm or voice notification sounds continuously and/or upon notification by emergency personnel or by the University Police Department. If necessary or if directed to do so by a designated emergency official, activate the building alarm. Be aware of people with disabilities in your area that might require assistance in an emergency evacuation.

- It is recommended that persons with disabilities prepare for emergencies by learning the locations of exit corridors and by informing co-workers, professors, and/ or classmates of best methods of assistance during an emergency.
- Do not return to an evacuated building until advised by the Fire Department or University Police.

### HOUSING POLICIES

No student shall set or cause to be set any unauthorized fire in or on University property. The minimum sanction for intentionally setting a fire will be a \$750 fine, restitution for any damages, and suspension from the University. A student may also be subject to expulsion from campus housing. In addition, there may be an investigation by local arson officials and if the offense is determined to be in violation of a federal, state, or local law, the student could be subject to civil or criminal prosecution. No student shall intentionally cause a false fire alarm. The minimum sanction for intentionally causing a false fire alarm shall be a \$500 fine and suspension from the University. In addition, if the offense is determined to be in violation of a federal, state or local law, the student could be subject to civil or criminal prosecution.

Students may be held responsible for inadvertently causing a false fire alarm. No student shall tamper with fire safety equipment (e.g., fire extinguishers, smoke detectors, sprinkler systems, etc.). A student who tampers in any way with any type of fire safety equipment will be subject to a minimum \$200 fine. This includes tampering with or damaging smoke detectors within campus housing or hallways. Should a smoke detector within a housing assignment malfunction; the problem should be immediately reported to University Police at 864-294-2111.

All persons must vacate campus housing when an alarm sounds. Regularly unannounced fire drills are required by state fire regulations and all persons in campus housing must participate in the drills when they occur. When a smoke alarm sounds in an individual room, the resident should notify University Police immediately (even in the case of false or accidental alarms). University Police can then respond and investigate, and reset the system and/or arrange for any repairs to be made. Failure to vacate a residence hall room or apartment in the event of a fire alarm or drill will result in a \$100 fine. Subsequent offenses will result in a doubling of the previous fine.

Students may not block the fire exits of any campus building for any reason.

No student shall possess or use fireworks on University property. Fireworks are defined as any substance prepared for the purpose of producing a visible or audible effect by combustion, explosion, or detonation.

Any alleged violation of University Fire Hazard regulations may also be adjudicated as a violation of the Student Conduct Code policy on Fire Safety.

Residence hall and apartment hallways, stairwells, and landings are to remain free of any materials at all times. The Housing and Residence Life staff reserves the right to remove and dispose of any articles in these areas at any time.

Grills or other flammable devices are prohibited in or near campus housing (including porches and balconies). This includes, but is not limited to gas cans, charcoal, lighter fluid, and grills.

Extension cords are prohibited in campus housing. The suggested alternative is a power strip with an internal safety circuit breaker.

Housing units have definite limits on the capacities of their electrical systems. Overloading the systems can present a fire hazard. Only sealed-unit appliances such as coffeemakers, popcorn poppers and George Foreman grills (the small ones) are permitted in student rooms. Additional microwaves and refrigerators are prohibited, except for apartments, which are not already equipped with these appliances. The following may not be used in student rooms: open-faced electrical or heating appliances (such as broilers, space heaters or toaster ovens).

The following items are prohibited in campus housing: mopeds/scooters, any type of flammable fuel or substance (i.e. gas, butane, propane), candles, oil lamps, incense or lamps with halogen bulbs, string lights, rope lights, pre-lit trees, fiber optic trees/lights, electric blankets, live trees or live garland.

No flags or other coverings may be placed under or over electric lights, heat-actuating fire detection devices, smoke detectors, or fire extinguishers in campus housing. Covering or hanging anything on or near sprinkler heads is prohibited.

The minimum sanction for possessing any prohibited items will be a \$100 fine and/or fire safety education.

Additional information may be found in the Student Handbook, which is available online at:

<http://www2.furman.edu/studentlife/studentlife/studenthandbook/Documents/studenthandbook.pdf>

## **FIRE SAFETY INSPECTIONS**

To minimize chances for fire or other destruction to property and/or bodily injury, announced and unannounced fire safety inspections will be conducted to focus on potentially hazardous situations within campus housing areas. Residents will be notified regarding hazards and will be given 24 hours to correct the hazard. Failure to correct the hazard may result in a sanction.

University Risk Management Office and/or the Travelers Rest Fire Department conduct inspections of all campus facilities annually and more often if there is a specific issue.

Smoking and all open flames are prohibited in all student-housing buildings.

## **REPORTING A FIRE**

Students must immediately report all fires by calling 911 or notifying the University Police Department at 864-294-2111.

## **FUTURE PLANS**

Furman University employs a full-time Fire Protection Specialist. This employee actively engages in evaluating fire suppression and alert needs in all campus buildings and assisting in the development of future plans that will enhance safety and be in compliance with fire codes and best practices.

## FIRE SAFETY SYSTEMS

Residential Facilities	On-site Fire Alarm Monitoring	Off-site Fire Alarm Monitoring	No Sprinkler System	Partial Sprinkler System	Full Sprinkler System	100% Smoke Detection Monitored	In Room Only Unmonitored Smoke Detection	Fire Extinguishers	Evacuation Placards	Number of Fire Drills per Academic Year
North Village A	X				X	X		X	X	2
North Village B	X				X	X		X	X	2
North Village C	X				X	X		X	X	2
North Village D	X				X	X		X	X	2
North Village E	X				X	X		X	X	2
North Village F	X				X	X		X	X	2
North Village G	X				X	X		X	X	2
North Village H	X				X	X		X	X	2
North Village I	X				X	X		X	X	2
North Village J	X				X	X		X	X	2
North Village K	X				X	X		X	X	2
Poteat	X			X		X		X	X	2
McGlothlin	X			X		X		X	X	2
Manly	X			X		X		X	X	2
Geer	X			X		X		X	X	2
Blackwell	X			X		X		X	X	2
Judson	X				X	X		X	X	2
McBee	X				X	X		X	X	2
Townes	X				X	X		X	X	2
Haynesworth	X				X	X		X	X	2
Ramsey	X				X	X		X	X	2
Chiles	X				X	X		X	X	2
Gambrell	X				X	X		X	X	2
Cabin	X		X			X		X	X	2
Shack	X		X			X		X	X	2
Hut	X		X			X		X	X	2
Cottage	X		X			X		X	X	2
Vinings 1		X			X		X	X		
Vinings 2		X			X		X	X		
Vinings 3		X			X		X	X		
Vinings 4		X			X		X	X		
Vinings 5		X			X		X	X		
Vinings 6		X			X		X	X		
Vinings 7		X			X		X	X		

FIRE STATISTICS 2018	TOTAL FIRES			# OF TREATED	# OF DEATHS	COST OF
Residential Facilities	Per Bldg.	# of Fires	Cause of fire	Medical Injuries	Related to Fire	Incident
McBee Hall	0	0	0	0	0	0
Townes Hall	0	0	0	0	0	0
Judson Hall	0	0	0	0	0	0
Haynesworth Hall	0	0	0	0	0	0
Ramsay Hall	0	0	0	0	0	0
Chiles Hall	0	0	0	0	0	0
Gambrell Hall	0	0	0	0	0	0
Blackwell Hall	0	0	0	0	0	0
McGlothlin Hall	0	0	0	0	0	0
Poteat Hall	0	0	0	0	0	0
Manly Hall	0	0	0	0	0	0
Geer Hall	0	0	0	0	0	0
Eco - Cottage	0	0	0	0	0	0
Eco - Hut	0	0	0	0	0	0
Eco - Shack	0	0	0	0	0	0
Eco - Cabin	0	0	0	0	0	0
North Village A	0	0	0	0	0	0
North Village B	0	0	0	0	0	0
North Village C	0	0	0	0	0	0
North Village D	0	0	0	0	0	0
North Village E	0	0	0	0	0	0
North village F	0	0	0	0	0	0
North Village G	0	0	0	0	0	0
North Village H	0	0	0	0	0	0
North Village I	0	0	0	0	0	0
North Village J	0	0	0	0	0	0
North Village K	0	0	0	0	0	0
Vinings 1	0	0	0	0	0	0
Vinings 2	0	0	0	0	0	0

FIRE STATISTICS 2017	TOTAL FIRES			# OF TREATED	# OF DEATHS	COST OF
Residential Facilities	Per Bldg.	# of Fires	Cause of fire	Medical Injuries	Related to Fire	Incident
McBee Hall	0	0	0	0	0	0
Townes Hall	0	0	0	0	0	0
Judson Hall	0	0	0	0	0	0
Haynesworth Hall	0	0	0	0	0	0
Ramsay Hall	0	0	0	0	0	0
Chiles Hall	0	0	0	0	0	0
Gambrell Hall	1	0	Construction/welding	0	0	\$100
Blackwell Hall	0	0	0	0	0	0
McGlothlin Hall	0	0	0	0	0	0
Poteat Hall	0	0	0	0	0	0
Manly Hall	0	0	0	0	0	0
Geer Hall	0	0	0	0	0	0
Eco - Cottage	0	0	0	0	0	0
Eco - Hut	0	0	0	0	0	0
Eco - Shack	0	0	0	0	0	0
Eco - Cabin	0	0	0	0	0	0
North Village A	0	0	0	0	0	0
North Village B	0	0	0	0	0	0
North Village C	0	0	0	0	0	0
North Village D	0	0	0	0	0	0
North Village E	0	0	0	0	0	0
North village F	1	1	Battery	0	0	\$66,000
North Village G	0	0	0	0	0	0
North Village H	0	0	0	0	0	0
North Village I	0	0	0	0	0	0
North Village J	0	0	0	0	0	0
North Village K	0	0	0	0	0	0
Vinings 1	0	0	0	0	0	0
Vinings 2	0	0	0	0	0	0

FIRE STATISTICS 2016	TOTAL FIRES			# OF TREATED	# OF DEATHS	COST OF
Residential Facilities	Per Bldg.	# of Fires	Cause of fire	Medical Injuries	Related to Fire	Incident
McBee Hall	0	0	0	0	0	0
Townes Hall	0	0	0	0	0	0
Judson Hall	0	0	0	0	0	0
Haynesworth Hall	0	0	0	0	0	0
Ramsay Hall	0	0	0	0	0	0
Chiles Hall	0	0	0	0	0	0
Gambrell Hall	0	0	0	0	0	0
Blackwell Hall	0	0	0	0	0	0
McGlothlin Hall	0	0	0	0	0	0
Poteat Hall	0	0	0	0	0	0
Manly Hall	0	0	0	0	0	0
Geer Hall	0	0	0	0	0	0
Eco - Cottage	0	0	0	0	0	0
Eco - Hut	0	0	0	0	0	0
Eco - Shack	0	0	0	0	0	0
Eco - Cabin	1	1	Cooking	0	0	\$0-99
North Village A	0	0	0	0	0	0
North Village B	0	0	0	0	0	0
North Village C	0	0	0	0	0	0
North Village D	0	0	0	0	0	0
North Village E	0	0	0	0	0	0
North village F	0	0	0	0	0	0
North Village G	0	0	0	0	0	0
North Village H	0	0	0	0	0	0
North Village I	0	0	0	0	0	0
North Village J	0	0	0	0	0	0
North Village K	0	0	0	0	0	0
Vinings 1	0	0	0	0	0	0
Vinings 2	0	0	0	0	0	0

