



Claflin University
Campus Security & Fire Safety
Annual Report
October 2023
(Crime Statistics for 2020-2022)





Clafin University Annual Security and Fire Safety Report (ASFSR) 2022-2023

This report is prepared by the Department of Public Safety, in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, or Clery Act. This report includes education programs, safety practices, policy statements, and emergency response procedures for the 2022 calendar year as well as the Campus Crime Statistics for Calendar Years 2020, 2021, and 2022. Additionally, the report includes the Annual Fire Safety Report.

The publication is for current students, employees, and parents as well as prospective students and prospective employees. This report includes steps to prevent and respond to crime so that students, faculty, and staff can work together to maintain a safe community.

The Department of Public Safety works collaboratively with campus community members in our collective efforts to continually enhance the safety of the campus environment and community. It is everyone's responsibility to keep Clafin University a safe place, thereby affording opportunities for community members to work, live, study, and personally and professionally develop both intellectually and socially.





The safety and well-being of all members of our campus community is of great concern to Claflin University (CU). Our staff and faculty are dedicated to making the campus a safer place to live, work, and learn.

Claflin University's Department of Public Safety is committed to providing a safe environment for our students, faculty, staff, and guests. As a hybrid department of both sworn law enforcement and security officers, the Department of Public Safety embraces the philosophy of "Community Policing," and shares the belief that campus safety and security can only be accomplished through a unified partnership involving the officers, students, faculty and staff and the community at large.



The Department of Public Safety seeks to provide friendly, customer service-oriented interactions to all students, faculty, staff, and community members. It is our intent to provide an atmosphere where everyone feels that they are safe during their visit or stay at Claflin University.

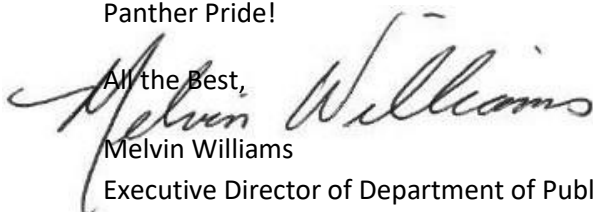
When you review the statistics, you will notice that Claflin University continues to have a favorable safety record. The general sense of safety experienced on the campus is due in large part to the collaborative efforts of several departments and individuals.

The Department of Public Safety is committed to maintaining active and close partnerships with our area law enforcement agencies which consist of the Orangeburg Department of Public Safety, the Orangeburg Sheriff's Office, South Carolina State Police Department, as well as other local, state, and federal agencies.

We must all keep in mind that safety is a shared responsibility, and we rely on every member of the university community to contribute. This can be accomplished by reporting suspicious activities and using common sense when going about your daily activities.

In accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the "Clery Act"), every institution of higher education is required to annually prepare a Uniform Campus Crime Report. Each year, an email notification is made to all enrolled students, faculty, and staff providing information on how to access this report online. The report is also available at any time in the Department of Public Safety office.

Panther Pride!

All the Best,

Melvin Williams

Executive Director of Department of Public Safety/Chief of Police



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Important Contact Information

Emergencies Call 911

Crime on Campus Dial x-5444

Public Safety Dispatch (Available 24 hours a day)
(803) 535-5444 (Landline)

Dr. Leroy Durant
Vice President for Student Development and Services
(803) 535-5341

Dr. Melissa Mullins
Director of Counseling Services
(803) 535-5285

Ms. Helaine Y. Hayes
Director of Health Services
(803) 535-5328

Parking Services/Enforcement
(803) 535-5451

Director Melvin Williams
Executive Director of Public Safety/Chief of Police
Department of Public Safety
(803) 535-5575





Campus Security Act, Legal Requirements

The **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act**, 20 U.S.C. Sec. 1092(f), is a federal law that requires colleges and universities to disclose certain timely and annual information about campus crime and security. All public and private institutions of postsecondary education participating in federal student aid programs are subject to the Clery Act. Institutions that violate the Clery Act are subject to significant monetary penalties and possible enforcement action by the U.S. Department of Education, the agency charged with enforcement of the Act.

The Clery Act, originally enacted by the Congress and signed into law by President George Bush in 1990 as the **Crime Awareness and Campus Security Act of 1990**, was championed by Howard & Connie Clery after their daughter Jeanne was murdered at Lehigh University in 1986. They also founded the non-profit Security on Campus, Inc. in 1987. Amendments to the Act in 1998 renamed it in memory of Jeanne Clery.

The Crime Awareness and Campus Security Act (Title II of Public Law 101-542) amended the Higher Education Act of 1965 (HEA) to require all postsecondary institutions participating in Title IV student financial aid programs to disclose crime statistics and security information.

The Clery Act requires higher education institutions to collect crime data and report and disseminate this information to the campus community and to the Department of Education. The Act is intended to provide students and their families around the country with accurate and complete information about the safety of colleges and universities in the United States.

The Campus Security Act requires Colleges and Universities to:

- Publish an annual report every year by October 1 that contains three years of campus crime statistics and certain campus policy statements.
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus security, local law enforcement and University officials who have “significant responsibility for student and campus activities.”
- Provide “timely warning” notices of those crimes that pose an ongoing “threat to students and employees.”
- Disclose in a public crime log “any crime that occurred on campus or within the patrol jurisdiction of the campus security and is reported to the Department of Public Safety.”

The Claflin University Department of Public Safety (CUDPS) is responsible for preparing and distributing this report. The Department of Public Safety collaborates with many other departments and law enforcement agencies such as the University’s Administration, the Division of Student Development and Services, the Orangeburg Department of Public Safety, and the Orangeburg Sheriff’s Office in order to produce this report.



Annual Security Report Policy

Crime Statistics for the annual disclosure that is prepared for the campus community are collected from two primary sources: (1) law enforcement agencies (e.g., Orangeburg Department of Public Safety) and (2) University officials with knowledge of formal and informal complaints and disciplinary referrals who are designated as campus security authorities (CSAs). Individuals at Claflin University (CU) are designated as CSAs based on whether they perform the following functions: (1) their official job responsibilities involve significant interaction with students and/or campus activities, (2) they serve as informal or unofficial mentors to students, (3) they serve as a member in an office or of a committee to whom students are informed to report or discuss crimes, allegations of crimes, and other troubling situations, and/or (4) they have oversight for disciplinary procedures.

All complaints, allegations or incidents that fall into the reportable categories must be reported regardless of whether any informal or formal investigative process is pursued. When there is doubt whether a crime is reportable depending on its location, the University errs on the side of including the crime, to provide useful and informative data. A written request for statistical information is made on an annual basis to all non-public safety officials who are designated as campus security authorities.

Each year, an e-mail notification is made to all enrolled students, faculty and staff that provide the website address to access this report. Copies of the report may also be obtained at the Department of Public Safety. The report is posted online at: <http://www.claflin.edu/2023AnnualSecurityandFireSafetyReport>



Keeping the Community Informed Emergency Notification and Timely Warnings

To help prevent crimes or serious incidents, the Department of Public Safety, in conjunction with other departments on campus, issues Campus Alerts in a timely manner to notify campus community members about certain crime in and around our campus. Our current emergency notification system is the Regroup Mass Notification system, also known as the "Panther Alert." Campus Alerts are used to notify the campus community about certain crimes and emergencies as described below in the following sections of the Annual Security & Fire Safety Report related to Timely Warnings and Emergency Notifications. The University may also use Campus Alerts to communicate unexpected school closures





due to inclement weather and/or power outages from time to time; however, it is never used to send information regarding advertising or unrelated campus activities.

Students, faculty, and staff are automatically enrolled into the Regroup Mass Notification system to receive alerts and updates as text messages on cell phones, through email and voicemail. Participation by the University community is voluntary. No advertisements or non-university alerts will be sent. If you are student, faculty, or staff member of the University, you have already been signed up. Since this is a voluntary service, you may choose to opt-in or opt-out of the service at any time.

The University strongly encourages students, faculty, and staff to also add additional contact information such as personal email addresses and mobile numbers to their Regroup Mass Notification account. Individuals are provided an opportunity to add several methods of contact to their account. This also allows account holders to add other individuals such as parents or guardians to their account if they wish. Instructions for accessing Regroup Mass Notification accounts are provided in new student, faculty, and staff orientation materials. Students, faculty, and staff may also update their “Panther Alert” accounts at: <https://app.regroup.com/login>



Timely Warning Policies and Procedures

What Are Timely Warnings?

It is the University’s policy to issue Timely Warnings to the campus community any time a campus security authority (or local law enforcement agency) receives a report of a Clery Act crime that has occurred on Clery Act geography that, in the judgment of the Director of Public Safety (or designee), is confirmed and constitutes a serious or continuing threat to students, faculty, staff or guests. The University’s Timely Warnings are known as “Campus Alerts,” and these Alerts are issued in a timely manner, which withholds the names of victims as confidential, and that may aid in the prevention of other occurrences.

When Are Timely Warnings Issued?

The Director of Public Safety (or designee) evaluates each crime reported to the Department of Public Safety on a case-by-case basis to determine whether, based on the facts known at that time, there is an ongoing threat to the campus community. Factors taken into consideration include but are not limited to the nature of the crime and the continuing danger to the campus community. Campus Alerts are typically issued for the following Uniform Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) crime classifications:

- Murder/Non-Negligent Manslaughter;



- Aggravated Assault (cases involving assaults among known parties, such as two roommates fighting which results in an aggravated injury, will be evaluated on a case-by-case basis to determine if the individual is believed to be an ongoing threat to the larger campus community);
- Robbery involving force or violence (cases including pick pocketing and purse snatching will typically not result in the issuance of a Timely Warning Notice, but will be assessed on a case-by-case basis);
- Sexual Assault (considered on a case-by-case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount information known by the Director of Public Safety or designee) – in cases involving sexual assault, they are often reported long after the incident occurred, thus there is no ability to distribute a “timely” warning notice to the community; however, all cases of sexual assault, including stranger and non-stranger/acquaintance cases, will be assessed for potential issuance of a Timely Warning Notice; Major incidents of Arson; Other Clery Act Crimes as determined necessary by the Department of Public Safety.

What Is Included in a Timely Warning?

Once the Director of Public Safety (or designee) determines that a Campus Alert should be issued to the campus community, the Director of Public Safety (or designee) along with other members of the department will identify the pertinent information regarding the incident and draft the content of the Campus Alert. The Campus Alert is then sent to the Office of Communications for distribution electronically to the Campus Community via email.

The content of Campus Alerts varies depending on what information is known at the time and the type of offense involved; however, the following information (if known) is typically including unless it could potentially compromise law enforcement efforts or victim confidentiality:

- Date and time of the incident
- A brief description of the incident
- Location of the incident
- Information that will promote safety and potentially aid in the prevention of similar crimes
- Suspect description(s) when deemed appropriate and if there is sufficient detail and/or photos of the suspect
- Apparent connection to past incidents when applicable
- Claflin University Public Safety and Orangeburg Department of Public Safety contact information
- Other information as deemed appropriate by the Director of Public Safety or their designee
- Relevant crime prevention or safety tips.

How Are Timely Warnings Issued?

Campus Alerts are always communicated via blast emails to all email addresses associated with the University. This will always include every student, faculty, and staff's Claflin.edu email address, and the University may also choose, on a case-by-case basis, to supplement the primary methods of issuing Campus Alerts with the Regroup Mass Notification system or posting information to the University's official social media pages, posting information to the University's official website, or posting paper flyers in strategic locations on campus. The Director of Public Safety (or designee) has primary responsibility for



drafting and providing the information to the Office of Communication who is responsible for issuing the Campus Alerts to the campus community using the methods described above; however, the Director of Public Safety (or designee) is also authorized to issue Emergency Alerts via the Regroup Mass Notification system, or any means he or she deems necessary.

Updates to Timely Warnings

In the event that the Director of Public Safety (or designee) determines that an update to the original Campus Alert should be issued, the update will be prepared and issued using the same procedures and methods as the initial Campus Alert.

Emergency Response Policies and Procedures

Emergency Response & Evacuation

The Claflin University Emergency Preparedness Plan (EPP) is designed to provide a resource for Claflin University personnel, administrators, and students with information and guidelines in planning and responding in a crisis. While the Plan does not cover every conceivable contingency situation, it does supply the basic administrative guidelines necessary to cope with most campus emergencies.

All campus administrators, especially those whose responsibilities and authority include the operational areas specified in the manual must adhere to these guidelines. Only those University administrators responsible for directing and/or coordinating emergency operations may approve exception(s) to these crisis management procedures as required to fulfill the emergency response.

Report emergencies occurring on Claflin University property, by calling Campus Safety Services at 803-535-5444.

The University conducts emergency response drills each year, tests of the emergency notification systems on campus. These tests, which may be announced or unannounced, are designed to assess and evaluate the emergency plans and capabilities of the institution.

The Claflin University Emergency Preparedness Plan includes information regarding shelter-in-place and evacuation guidelines.

Emergencies change as they progress. Some questions to ask yourself are: Am I safer inside or outside? Where am I safest inside? Where am I safest outside?

When Evacuation is Not Possible: In a fire or fire alarm situation, always check doors to see if they are hot or warm to the touch before you open them. If heat or smoke prevents you from evacuating, return to your room and use towels or other cloth items to seal around the door. Hang a white object in the window and re-close the window (if it opens) as much as possible. Do not reopen your window (if it opens) unless forced to do so by smoke. After you have sealed your door, immediately call 911 and advise emergency responders of your location and situation. Wait for help to arrive.



Post Incident: At the completion of the incident, the Orangeburg Fire Department [or other appropriate Emergency Official(s)] should release the building to the CUDPS official in charge. If the building can be occupied, CUDPS will notify evacuees that the building is clear for them to re-enter. If it is not, additional information will be provided to the community members.

Sheltering In Place: This means for you to select an interior room or rooms within your building, or ones with no or few windows and remain there until you receive an “all clear” message from CUDPS. This is a precaution to avoid dangerous incidents including but not limited to a tornado, hostile intruder, or hazardous material release outside. Check your phone voicemail, email, and text messages for guidance and updates during emergencies.

Daily Crime Log

Up to date information regarding crimes reported on Clery Act Geography is also publicly available year-round in a Daily Crime Log maintained by the Department of Public Safety’s Operations Office, located in the High-Rise Residence Center (lower level) 735 Goff Ave, Orangeburg, South Carolina. The Crime Log records, the date the incident was reported to the Department of Public Safety, certain information on all alleged criminal incidents (not just Clery Act Crimes) and the location the crimes occurred within the University’s Clery Act Geography or the Department of Public Safety’s patrol jurisdiction. The Crime Log does not include other Department of Public Safety activities unrelated to alleged crimes (e.g., responding to alarms on campus or rendering medical assistance). The most recent 60 days of the Daily Crime Log are available for public inspection in the Department of Public Safety’s front access control booth, 24 hours a day, seven days a week. Requests to view entries from more than 60 days ago will be provided within two business days of the request.

The Department of Public Safety posts specific incidents in the crime log within two business days of receiving a report of an incident. We reserve the right to exclude crime report information from the log under the following circumstances:

- If posting the information jeopardizes an on-going investigation;
- If posting the information would cause a suspect to flee or evade detection;
- If posting the information could result in the destruction of evidence relating to the crime; or
- If posting the information jeopardizes the safety of an individual.

Once these factors are no longer present, and/or there is no longer a chance that posting the information would adversely affect an ongoing investigation, we will post the information. No crime log information will directly or indirectly identify a victim or a witness.

Reporting Criminal Incidents or other Emergencies

Reporting to the Department of Public Safety

All members of the Claflin University community, including campus visitors, are expected, requested, and encouraged to report any criminal activity or emergency they observe, even if the victim of such crime elects or is unable (physically/mentally) to make such a report. All on-campus crimes, suspicious activity, and safety concerns should be reported to CUDPS as soon as possible.



There are several ways to make a report or contact law enforcement, depending on where you are located and what is occurring.

On-Campus:

- **Call.** If you are experiencing an emergency or someone is severely injured and cannot be easily transported, call 911. For non-emergencies, call (803) 535-5444 to have an officer come gather the information and collect any evidence.

OR

- **Visit.** You may also visit CUDPS at High-Rise Residence Center (lower level) 735 Goff Ave, Orangeburg, South Carolina.



Off-Campus:

- **Call.** If you are the victim or witness to a crime off-campus, dial 9-1-1 and the law enforcement agency responsible for that jurisdiction will be contacted.

When you contact law enforcement, you will be asked questions about what happened, including:

- Your name and telephone number;
- The type of incident;
- The location of the incident of which you are reporting;
- A detailed description of the suspect(s) and his/her location or direction of travel;
- A detailed description of any vehicle involved in the incident; and
- Any need for medical assistance.

Reports are to be made immediately to the Department of Public Safety for the purpose of distributing a potential timely warning notice and for disclosure in the annual crime statistics. When the incident is an emergency and requires a law enforcement response, the Department of Public Safety will notify the Orangeburg Department of Public Safety to respond.



Emergency Blue Phones

Emergency Blue Phones (also known as Code Blue Stations) are located throughout the CU campus. These phones dial directly to the Department of Public Safety.



Eleven (11) emergency blue phones are located in visible places on the CU Campus and are constantly monitored.

Emergency blue phones are topped with blue lights and give people on and around campus a fast way to contact CUDPS in an emergency. When activated, a person will immediately be connected to a CUDPS dispatcher.

Confidential Reporting

The University's Department of Public Safety is committed to providing a safe campus community. All members of the Clafin University community are encouraged to report all crimes. If you are the victim of a crime and do not want to pursue action within the University system or the criminal justice system, or if you are a witness to a crime and do not want to reveal your identity, you may make a confidential report of the incident to the Department of Public Safety. The purpose of a confidential report is to maintain the reporting individual's confidentiality, while helping the Department of Public Safety protect the safety of the CU community. Providing information also helps the University maintain accurate records regarding the number of incidents involving students, employees, and visitors; determine if there is a pattern of crime regarding a particular location, method, or assailant; and alert the campus community of potential dangers when appropriate. Reports filed in this manner are not excluded from Clafin University's (CU's) annual crime statistics, and when they involve allegations of sexual harassment (including sexual violence) they are made available to the University's Title IX Coordinator. By request, the Director of the Department of Public Safety or his designee may agree to file a report on the details of an incident without revealing a person's identity.

CU maintains a confidential reporting platform known as "Ethics Point." This Compliance and Reporting Line allows for reports to be filed either online or by telephone. Both options will ensure anonymity as well as provide a comfortable and convenient means of reporting.

- Online: [Clafin University Ethics Point](#)



- Telephone: 877-319-8243: Dial toll free (7 days a week, 24 hours a day)



Campus Officers Authority

The Clafin University Department of Public Safety (CUDPS) is a hybrid department composed of both sworn law enforcement and security officers. Our sworn law enforcement officers have full authority to enforce federal, state, and municipal laws. Police officers employed by CUDPS are appointed and commissioned as State Constables by the Governor of South Carolina as provided by South Carolina law. They are empowered to enforce the laws of South Carolina anywhere in the State as well as arrest individuals anywhere in the State. Class 1 certified officers complete twelve weeks of law enforcement instruction at the South Carolina Criminal Justice Academy. The Department of Public Safety's security officers are also granted arrest powers through the South Carolina Law Enforcement Division (SLED). Under South Carolina state statute, SC Code § 40-18-110 (2012), a person who is registered or licensed under this chapter and who is hired or employed to provide security services on specific property is granted the authority and arrest power given to sheriff's deputies. The security officer may arrest a person violating or charged with violating a criminal statute of this State but possesses the powers of arrest only on the property on which he is employed. Clafin University's Public Safety Officers have the authority to ask persons for identification and to determine whether individuals have lawful business at Clafin University. Public Safety Officers have the authority to issue parking citations, which can be billed to the financial accounts of students, faculty, and staff.



Working Relationship with Law Enforcement

The Clafin University Department of Public Safety does not have a written "memorandum of understanding" with local, state, or federal law enforcement agencies. Located within the City of Orangeburg, South Carolina, and next door to South Carolina State University, CUDPS maintains working relationships with these law enforcement agencies, as well as with the Orangeburg Sheriff's Office.

CUDPS also participates in intelligence sharing with other area law enforcement agencies. This ongoing collaboration between agencies enables CUDPS to gather data, identify crime trends on and around campus, and provides a system for notifying the Student Code of Conduct Judicial Board when off-campus student crimes or policy violations occur.

Counselors and Confidential Crime Reporting

The 1998 amendments to 20 U.S.C. Section 1092 (f) clarified who are campus security authorities. Campus "Pastoral Counselors" and Campus "Professional Counselors," when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, Professional Counselors at Clafin University are encouraged if, and when, they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary confidential basis to Public Safety for inclusion into the annual crime statistics.



Crimes can also be confidentially discussed with professional counselors who are defined as:

Pastoral Counselor

An employee of an institution, who is associated with a religious order or denomination, recognized by that religious or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.

Professional Counselor

A licensed or certified employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community.

Security of and Access to Campus Facilities

Academic and Administrative Buildings

Claflin University is a historically Black institution (HBCU) located in the City of Orangeburg, also known as The Garden City, and is the principal city in and the county seat of Orangeburg County, South Carolina. The campus is home to all the Claflin University schools and administrative offices, as well as classrooms, library, Health and Physical Education Center, the Arthur Rose Museum, Molecular Science Research Center and Forensics Lab, the President's Residence, and on-campus Student Housing Facilities. The academic and administrative buildings are open to the public, at a minimum, during normal business hours. Most facilities have individual hours, and the hours may vary at different times of the year. Access to some of these buildings is also controlled by card or fob readers. All these buildings have varied levels of access. CUDPS officers patrol all campus buildings on a regular basis. For information about the access protocol for a specific building, see the Director of Plant Operations or contact CUDPS at **(804) 535-5444**.



Classrooms

Classroom buildings and individual rooms are under the protection of the CUDPS. These buildings are within designated patrol sectors and are patrolled twenty-four hours a day, seven days a week. Academic buildings are under access control and can only be entered by authorized persons after hours.



Residential Halls

Access to Student Housing Facilities is restricted to residents, their approved guests, and other approved members of the University community. Each resident has a key fob which allows access to the residence hall in which they live. Guests of residents must be accompanied at all times by the resident they are



visiting. Residents are cautioned against permitting strangers to enter the buildings and are urged to require individuals seeking entry to use their key fobs. CUDPS officers patrol the Student Housing Facilities on a regular basis and work with Department of Residential Life to enforce security measures. The university also contracts housing services with community partners such as the Campus Corner Apartments.

Parking Lots

Some parking lots have CCTV cameras, and most have Emergency Call Boxes placed in conspicuous locations. People using the parking lots are encouraged to report any suspicious activity to CUDPS. Officers regularly patrol the University's lots.

General Campus

In addition to the routine patrol plan of the Department of Public Safety, certain days of the week and weekends are chosen in which high visibility patrols are implemented. These patrols are designed to exhibit a concentrated public safety presence in areas of the campus frequented by students at night. Special campus events are also common sites of high visibility patrols. CUDPS officers and/or contract security, at the request of organizations sponsoring events, provide security at many campus activities.





Maintenance of Campus Facilities

Facilities and landscaping are maintained in a manner that minimizes hazardous or unsafe conditions. CUDPS regularly patrols the campus and reports unsafe physical conditions to Plant Operations or Housing for correction. Housing residents or other members of the University community also report equipment

problems or potentially hazardous conditions to CUDPS, Housing, or Plant Operations. CUDPS regularly performs crime analysis and shares information with neighboring law enforcement agencies to determine crime trends, allowing CUDPS to deploy law enforcement and security assets to locations most in need.

Monitoring of Student Organizations

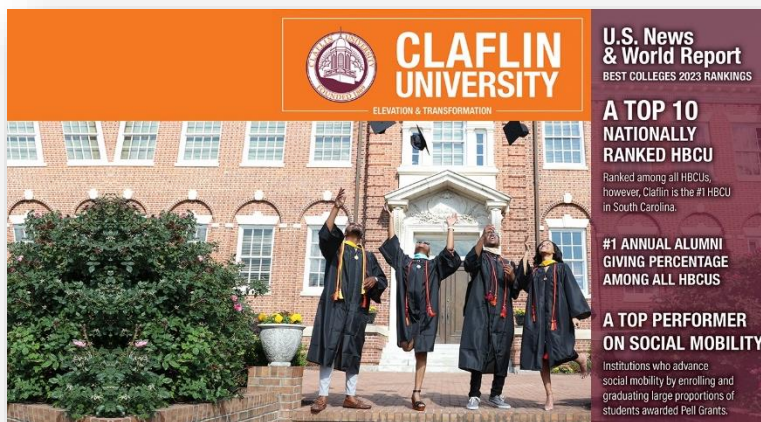
Clafin University does not have any officially recognized student organizations that have housing facilities “off-campus.” If ODPS is contacted about incidents occurring off-campus involving CU students, ODPS may notify Clafin University Department of Public Safety to inform them of the situation. There is no official ODPS policy requiring such notification involving private property. Students in these cases may be subject to arrest by ODPS and university disciplinary proceedings through the Division of Student Development and Services.





Security Awareness and Crime Prevention Programs for Students and Employees

The Clafin University conducts ongoing primary crime prevention and awareness programs for students, faculty, and staff. Some of the programs promote awareness of drug and alcohol abuse prevention, sexual assault, rape, acquaintance rape, domestic and dating violence, stalking, recognition of signs of abusive behavior to avoid potential attacks and a safe and positive bystander Intervention and risk reduction program to prevent harm or intervene in risky situations. The Department of Residential Life conducts crime prevention and awareness programs during the new student orientations which are held each semester for first year and transfer students. A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.



Crime Prevention Programs on personal safety and security are also sponsored by various campus organizations throughout the year. The programs include general crime prevention and security awareness programs, such as safety education forums, programs, and

discussions about topics such as alcohol abuse, domestic violence, self-defense, emergency response and evacuation procedures, sexual assault prevention, and theft prevention. The Division of Student Affairs, Residential Life, Title IX, and Department of Public Safety participate in forums, hall meetings and programs in the Residence Halls to explain university security, public safety and fire safety measures and procedures at Clafin University with all incoming students and their parents in May-August during summer orientations.



The Department of Public Safety works collaboratively with other administrative departments on campus to provide relevant safety and crime prevention information to the campus community in connection with special events.

For information about any prevention programs or activities, contact the Executive Director of Housing and Residential Life at (803) 535-5301 or the Department of Public Safety at (803) 535-5444



Claflin University - Drug and Alcohol Policy

CU supports strict enforcement of laws concerning the possession, consumption, and distribution of illegal drugs and controlled substances as set forth in the South Carolina Code of Laws, Title 44, Chapter 53. Students, as citizens, are responsible for knowing about and complying with South Carolina laws concerning illegal drugs and the use of other controlled substances. Students are responsible for abiding

by the Student Code of Conduct and local, state, and federal laws whether on or off campus. Failure to do so can result in criminal, civil, and University proceedings and sanctions. Students and student organizations that are in violation of the law are also violating the Student Code of Conduct and can be held accountable under both separate systems. Violations of the University's Drug Policy will be referred to appropriate University offices



Substance Abuse Education

CU has developed a program to prevent the illicit use of drugs and the abuse of alcohol by students and employees. The program provides services related to drug use and abuse including dissemination of informational materials, educational programs, counseling services, referrals, and college disciplinary actions.

A violation of any law regarding alcohol and illegal drugs is also a violation of the CU's Student Code of Conduct and will be treated as a separate disciplinary matter by the University.





Missing Student Notification Policy for Residential Students

Any member of the University community that has reason to believe a student who resides in on-campus housing is missing for more than 24 hours, must immediately report the information to the Clafin University Department of Public Safety, (803-535-5444). All university officials are required to notify public safety immediately upon being notified about a missing student. If foul play is suspected the report should be made immediately even if it has not been 24 hours. Any report of a missing student will be fully investigated by the Department of Public Safety. To determine if a student is missing, university officials will use all available methods to determine the location of the missing student. The Department of Public Safety will notify the appropriate local law enforcement agency when the local attempts fail to locate the missing student. If the student has designated an emergency contact person, the university will notify that individual as well. If the missing student is younger than 18 years of age and not an emancipated minor, the University will notify his/her custodial parent or guardian in addition to the emergency contact person identified by the student. If the investigation determines that the student is missing prior to 24 hours these procedures will be implemented immediately.

Maintaining a Safe Community

Clafin University and the City of Orangeburg are relatively safe communities; but no community is crime-free. Members of the Clafin University community must assume responsibility for their own personal safety and are encouraged to assist others. The following suggestions, presented by Clafin University Department of Public Safety (CUDPS) and International Association of Campus Law Enforcement Administrators (IACLEA), will help reduce the possibility of becoming a victim to certain crimes of opportunity:

- Immediately report all crimes and suspicious activity to CUDPS. Program the CUDPS phone number (803-535-5444) into your cell phone so that it is easily available in the event of an emergency on campus.
- If you choose to consume alcohol, limit the amount, and understand the proper measurements of a single drink.
- Leave social functions that get too loud, overcrowded, or that have people showing signs of heavy intoxication. Remember to call CUDPS or ODPS for help at the first sign of trouble and for medical assistance.
- Do not walk alone, especially at night. Walk with friends or classmates or use the Campus Safety Services Escort service.
- When crossing the street, use crosswalks when they are available. Stop, Look and Wave at vehicles to ensure they see you.
- Never leave valuables (purses, wallets, phones, books, laptops, etc.) unattended.
- Report all solicitors to CUDPS. IRS scams, donation requests, magazine subscriptions, spa packages and earn money now schemes are some of the common methods criminals use to take your money. Never provide a solicitor with your personal information, in person or on-line.
- Remove all valuables from vehicles, roll up the windows, lock the doors of the vehicle when you leave them. University parking lots are common targets for thieves. Make sure your windows are up and the doors are locked and set the alarm.



- Keep personal information private. Avoid becoming a victim of identity theft by carrying only the necessary items in your wallet or purse. Do not give personal information to solicitors.
- Always lock the door to your residence hall room, whether or not you are there. Be certain that your door is locked when you go to sleep, and keep your windows closed and locked when you are not at home. **DO NOT PROP INTERIOR OR EXTERIOR DOORS.** A propped open door is a perfect target for would-be thieves and allows them quick and easy access to your belongings.
- Carry only small amounts of cash with you.
- Do not allow strangers into the dormitories. If you are unsure of anyone's identity; it is appropriate to ask for a university ID or call CUDPS at 803-535-5444 to report a stranger. Never prop exterior doors open, this gives would-be thieves easy access to our dorms.
- Engrave serial numbers or owner's recognized numbers, such as a driver's license number, on items of value. CUDPS has an engraver that can be used for this purpose.
- Call CUDPS at 803-535-5444, to report broken locks, lights, or emergency phones that need repair.
- Review the Daily Crime Log maintained by CUDPS. The Daily Crime Log is available at CUDPS Main Officer during normal business hours (typically Monday through Friday, from 8:30 am to 4:30 pm, except holidays) at the High-Rise Residential Hall (lower level), located at 735 Goff Ave, Orangeburg,
- Anonymous, threatening, or harassing telephone calls are illegal, and the University regards them as a serious offense. Immediately report obscene or harassing phone calls to CUDPS by dialing 803-535-5444.

Emergency Contact Information

In compliance with the Federal Higher Education Opportunity Act, federal law, 20 U.S.C. § 1092j, Residential students may identify an individual to be designated as an emergency contact. The emergency contact will be notified by the university within 24 hours if circumstances indicate that the student may be missing. The student should notify their choice of emergency contact that he/she has been designated as an Emergency Contact. Every student who resides on campus will be required to fill out the student information sheet as part of the check-in process to their residential hall and room. The information is updated each semester and is maintained by the Residential Life Coordinator in each residential hall. The student is responsible for ensuring the accuracy of the information provided and updating the information when needed.

Claflin University Prohibits Sexual Misconduct

Claflin University prohibits all criminal sexual misconduct, including but not limited to rape, acquaintance rape, domestic and dating violence, sexual assault, and stalking. The University provides students and employees a written explanation of their rights and options, [Title IX](#), in its Title IX Policy.



Educational Campaigns to Promote Awareness of Dating Violence, Domestic Violence, Sexual Assault and Stalking

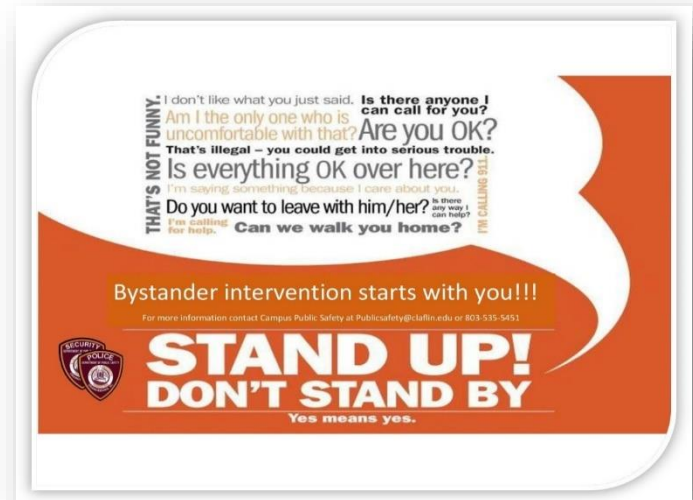
CU is committed to increasing awareness of and preventing sexual violence. The University provides all incoming students and new employees with information intended to prevent sexual assault, domestic



violence, dating violence, and stalking before it occurs through the changing of social norms and other approaches. These sessions include a clear statement that CU 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

CU encourages students, faculty, and staff to work together to prevent violence and harm by becoming active bystanders who care for one another. 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.



SECURITY AWARENESS AND CRIME PREVENTION PROGRAMS FOR STUDENTS AND EMPLOYEES

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.

Reporting Dating Violence, Domestic Violence Sexual Assault or Stalking to the Department of Public Safety and What We Will Do

Victims of dating violence, domestic violence, sexual assault, or stalking are encouraged to immediately notify the Department of Public Safety by calling (803) 535-5444. Upon receiving a report, CUDPS 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.



CU is committed to providing victims of sexual or gender-based violence with as safe a learning or working environment as much 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, CU 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 confidentiality will impair the ability of the institution to provide the institution.
- The Orangeburg Department of Public Safety (ODPS) investigates all sexual assaults that occur on CU property in conjunction with CUDPS. If a victim reports a sexual assault and would like to pursue criminal charges CUDPS will request assistance from ODPS.



Victims of sexual assault are advised not to change clothes, preserve evidence, and do not shower prior to a medical examination. If you are a victim of a sexual assault at this institution, your priority should be to get to a place of safety. You should then obtain necessary medical treatment. The Department of Public Safety strongly advocates that a victim of sexual assault reports the incident in a timely manner.

Time is a critical factor for evidence collection and preservation. An assault should be reported directly to the Department of Public Safety and/or the Title IX Coordinator. Although filing a police report is encouraged and assistance will be provided to the student complainants, a police report does not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers. Filing a police report will:

- Ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim;
- Provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal examination);
- Assure the victim has access to free, confidential counseling from counselors specifically trained in sexual assault crisis intervention.

The investigation of serious criminal and sexual misconduct occurring at Claflin University is investigated by the Department of Public Safety. When necessary, assistance may be requested from the Orangeburg Department of Public Safety. The victim of a sexual assault may choose for the investigation to be pursued through the criminal justice system and the Student Code of Conduct Judicial Board. Student Health Services staff, Counseling Center/ADA Services staff, and any other appropriate member of the university community are available for support and advocacy for victims throughout the course of the process and will provide written notification various resources on and off campus. The following are local sexual assault referral resources:

Julie Valentine Center

- **864-467-3633 – 24-hour Hotline**

The South Carolina Coalition against Domestic Violence and Sexual Assault (SCCADVASA)

- **1-800-799-SAFE (7233)**
- **www.sccadvasa.org**

National Sexual Assault 24/7 Crisis Hotline (RAINN)

- **1-800-656-HOPE (4673)**

Depending on the findings of the investigation, the university can act to protect the victim's academic and on-campus living arrangements if changes are requested and are reasonably available.

The accuser and accused will be entitled to the same opportunities during disciplinary proceedings. Both the accuser and the accused will be informed of outcomes of any institutional disciplinary proceedings brought alleging a sex offense. The Claflin University may impose the sanctions of immediate dismissal to



expulsion following a final determination of an institution disciplinary hearing proceeding regarding rape, acquaintance rape, or other forcible or non-forcible sex offense.

Notification of Results

The university will disclose to the alleged victim of a crime of violence or non-forcible sex offense the report on the results of a university disciplinary proceeding against a student who is the alleged perpetrator.

Violence Against Women Reauthorization Act (VAWA) 2013

Under the leadership of the Senator Joe Biden, Congress recognized the severity of violence against women and our need for a national strategy with the enactment of the Violence Against Women Act in 1994. This landmarked federal legislation's comprehensive approach to violence against women combined tough new provisions to hold offenders accountable with programs to provide service for victims of such violence.





Federal Clery Act Definitions

"Domestic violence" is defined as a felony or misdemeanor crime of violence committed—

1. By a current or former spouse or intimate partner of the victim;
2. By a person with whom the victim shares a child in common;
3. By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
4. 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;
5. 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.

To categorize an incident as Domestic Violence, the relationship between the perpetrator and the victim must be more than just two people living together as roommates. The people cohabitating must be current or former spouses or have an intimate relationship.

"Dating violence" is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition—

1. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
2. Dating violence does not include acts covered under the definition of domestic violence.

"Stalking" means a course of conduct directed at a specific person that would cause a reasonable person to—

1. Fear for the person's safety or the safety of others; or
2. Suffer substantial emotional distress.

For the purposes of this definition—

- **Course of conduct** means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
- **Reasonable person** means a reasonable person under similar circumstances and with similar identities to the victim.



- **Substantial emotional distress** means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.

(As defined by the Campus Sexual Violence Act ("SaVE Act") provision, Section 304)

Jurisdiction Definitions of Domestic Violence, Dating Violence, Stalking, and Sexual Assault

Domestic Violence: violent offenses committed by one's current or former partner or spouse, also known as "intimate partner violence." For purposes of University policy CU Policy 200-29-Sexual Misconduct and Harassment and related procedures, this term refers to physical abuse (slapping, kicking, punching, hair pulling), threats of abuse, emotional abuse (harassment), or damage or threats to damage the property Domestic violence is defined by South Carolina State Law (SC Code Section 16-25-20) as the unlawful causing of "physical harm or injury to a person's own household member" or the "offer or attempt to cause physical harm or injury to a person's own household member with apparent present ability in circumstances reasonably creating fear or imminent peril" A "household member" includes a spouse, a former spouse, persons who have a child in common, co-habitants involved during a romantic relationship or those who formerly cohabitated during a romantic relationship.

Dating Violence: violence committed by a person with a current or previous romantic or intimate relationship with the victim. Whether there was such a relationship will be gauged by its length, type, and frequency of interaction. Dating violence is not a specific criminal violation in South Carolina. However, the state does prohibit a number of physically violent actions to include Homicide, Manslaughter, and Assault and Battery in multiple degrees, which may be applicable

Stalking: a pattern of conduct that causes or is intended to cause a person to fear death; assault; bodily injury; sexual assault; involuntary restraint; damage to property; threats or harassment via digital mediums including (but not limited to) email, social media, phone, fax; or to suffer significant emotional distress. The stalker may also intend to cause fear in the victim of these actions occurring to people they are close to the relationship between the victim and the perpetrator may be a current or former partner or spouse, dating partner, acquaintance, or stranger. South Carolina law also prohibits stalking which is defined as a "pattern of words, whether verbal written, or electronic, or a pattern" of "two or more acts occurring over a period of time, however short, evidencing a continuity of purpose" that "serves no legitimate purpose and is intended to cause and does cause a targeted person and would cause a

Need help now?
Call 1-800-656-HOPE
(4673)

Rape, Abuse & Incest National Network

Definitions

Physical Violence—any act or behavior that causes or intends to cause bodily harm, including hitting, punching, slapping, biting or kicking.

Verbal and Emotional Abuse—an attempt to destroy a person's sense of worth or self-esteem, including name calling, jealous behavior, restricting a partner's social life or scaring away friends and family, or humiliating a partner.

Sexual Abuse—any sexual activity forced upon a person without his/her consent.

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reasonable person in the targeted person's position to fear" either "(1) death of the person or a member of his family; (2) assault upon the person or a member of his family; (3) bodily injury to the person or a member of his family; (4) criminal sexual contact on the person or a member of his family; (5) kidnapping of the person or a member of his family; or (6) damage to the property of the person or a member of his family"

Sexual Assault: A member of the University Community is in violation of CU Policy 200-29-Sexual Misconduct and Harassment and has committed sexual assault by the University's definition if they have done one or more of the following:



- **Offensive Touching:** the touching of an unwilling or non-consenting person's intimate part such as genitalia, groin, breast, buttocks, mouth, and/or clothes covering them; the touching of an unwilling person with one's own intimate parts; or forcing an unwilling person to touch another's intimate parts.
- **Non-consensual Sexual Assault:** unwilling, non-consensual penetration of any bodily opening with any object or body part. This includes but is not limited to penetration of a bodily opening without consent through the use of coercion.
- **Forced Sexual Assault:** unwilling, non-consensual penetration of any bodily opening with any object or body part that is committed by force, threat, intimidation, or through exploitation of another's mental or physical condition of which the assailant was aware or should have been aware. South Carolina law prohibits sexual assault under the offense of Criminal Sexual Conduct.

A person is guilty of Criminal Sexual Conduct in the First Degree under South Carolina law if the person engages in 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 and at least one of the following occur:

- The perpetrator uses physical force or the threat of a weapon;
- The victim submits to the sexual conduct by the perpetrator under circumstances where the victim is also the victim of forcible confinement, kidnapping, trafficking in persons, robbery, extortion, burglary, housebreaking, or any other similar offense or act; or
- The perpetrator cause causes the victim, without the victim's consent, to become mentally incapacitated or physically helpless by administering, distributing, dispensing, delivering, or causing to be administered, distributed, dispensed, or delivered a controlled substance, a controlled substance analogue, or any intoxicating substance.

A person is guilty of Criminal Sexual Conduct in the Second Degree under South Carolina law if the perpetrator does the following while in 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:

- threatens to use force or violence of a high and aggravated nature to overcome the victim or another person, if the victim reasonably believes that the actor has the present ability to carry out the threat; or



- threatens to retaliate in the future by the infliction of physical harm, kidnapping, or extortion, under circumstances of aggravation, against the victim or any other person.

A person is guilty of Criminal Sexual Conduct in the Third Degree under South Carolina law if the perpetrator engages in 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 during any of the following:

- The perpetrator uses force or coercion to accomplish the sexual battery in the absence of aggravating circumstances; or
- The perpetrator knows or has reason to know that the victim is mentally defective, mentally incapacitated, or physically helpless and aggravated force or aggravated coercion was not used.

Consent

Under University policy, consent is "an affirmative agreement to engage in mutually acceptable sexual activity. Consent is given by clear words or actions and may not be inferred from silence, passivity, or lack of active resistance alone." Definitions of consent can vary across legal jurisdictions and institutions of higher education.

For consent to take place, the following elements must be present:

- Both are clear about their intent to engage in sexual activities and their desire to do so is willing.
- Both individuals are fully conscious.
- Consent can be withdrawn at any time.
- Someone who is incapacitated cannot consent.
- Neither individual is impaired by drugs and/or alcohol to the extent they do not know the who, what, when, where, why, or how of the situation.
- Silence or an absence of resistance does not in and of itself constitute consent.
- Coercion, force, or threat of either cancels consent.
- Past consent of sexual activities does not imply future consent.
- Consent to engage in sexual activity with one person does not give consent to engage in sexual activity with someone else.

CUDPS victim advocates are trained in assisting victims and can serve as liaisons for them following a crime. They provide other forms of support and advocacy that make the criminal justice process less intimidating for victims.

Victims may seek counseling through CU Counseling Services— (803) 535-5285

Victims may seek appropriate health care through Student Health Services— (803) 535-5328



Reporting Procedures

Faculty, staff, and currently enrolled students who are campus victims of Domestic Violence, Dating Violence, Stalking, Sexual Assault, or any other crime, may report incidents to the following:

Department of Public Safety (CUDPS)

(803) 535-5444

Vice President for Human Resources/ Title IX Coordinator

(803) 535-5268

Vice President of Student Development & Services

(803) 535-5341

Executive Director of Housing and Residential Life

(803) 535-5301

Ethics Point

- Online: [Clafin University Ethics Point](#)
- Telephone: 877-319-8243: Dial toll free (7 days a week, 24 hours a day)



Confidentiality

Reports will be handled in a confidential manner to the extent permitted by law, including but not limited to the exclusion of personally identifiable information during record-keeping procedures.

Investigation/Disciplinary/Hearing Procedures

If the accuser chooses to report the crime to the Department of Public Safety, a prompt, fair and impartial investigation and resolution will occur.

Upon complete investigation of the crime by the Department of Public Safety (CUDPS), a report will be given to the Vice President for Student Development and Services for prompt review and schedule of hearing. Any objection to a hearing must be submitted in writing by the victim/accuser to the Vice President for Student Development and Services. Otherwise, a hearing will be conducted by the Student Code of Conduct Judicial Board in a manner that protects the safety of the victim/accuser and promotes accountability. The accuser and accused are entitled to have witnesses or an advisor present during the hearing or any related meeting. No attorneys or parents will be allowed to attend disciplinary proceedings. A preponderance of the evidence standard will be used during the hearing process to determine appropriate sanctions. The accused and accuser will be notified simultaneously and in writing of the outcome of the hearing.

Sanctions/Protective Measures

Following the final determination of rape, acquaintance rape, domestic violence, sexual assault or stalking, all or some of the sanctions or protective measures may apply: suspension or expulsion of the responsible party from the university; change class schedule, living, transportation and work situation for



the accused or accuser upon request; on-campus escort services by the Department of Public Safety as deemed appropriate; no-contact orders for the accused and accuser issued by the Student Code of Conduct Judicial Board ; and/or counseling services option for the accused and accuser.

Appeals

Any student who feels that he/she has been treated unjustly as to the recommendation of the Judicial Board

either on the issue of fact as to the commission of the offense or as to the severity of the disciplinary sanction imposed may within two (2) days of receipt of the decision, appeal in writing to the President of the University.

Campus Sex Crimes Registration/Prevention Act

The Clafin University, Department of Public Safety, pursuant to the Campus Sex Crimes Prevention Act is required to advise the campus community of where information concerning registered sex offenders may be obtained. It also requires sex offenders, already required by state law to register in a state, to provide notice to each institution of higher education in that state, at which the person is employed, carries on a vocation, or is a student. CUDPS makes the following information available to the university community in order to provide the location to obtain information regarding registered sex offenders.

Sex offender data is maintained and provided by the South Carolina Law Enforcement Division (SLED), which may be accessed via the following link: <http://scor.sled.sc.gov>



Emergency Response and Evacuation Procedures

Clafin University's Department of Public Safety officers and supervisors receive annual training in Incident Command and Responding to Critical Incidents on Campus. When a serious incident occurs that causes an immediate threat, the first responders to the scene are usually the Department of Public Safety and/or Orangeburg Department of Public Safety, they will work together to manage the incident. Depending on the type of incident, other local, state, and federal agencies could also be involved in responding. Each University Department is responsible for developing contingency plans and continuity of operations plans for their staff and areas of responsibility. Emergency response and evacuation exercises will be conducted each year. These tests will evaluate the emergency plans and capabilities of the institution.



Community members are encouraged to review the University's emergency procedures handbook located on the Department of Public Safety's website:

[Emergency Preparedness and Recovery Plan](#)





Definitions of Clery Reportable Offenses

1. **Murder and Non-Negligent Manslaughter** – The willful (non-Negligent) killing of one human by another.
2. **Negligent Manslaughter** – The killing of another person through gross negligence.
3. **Rape** – Is the 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. This offense includes the rape of both males and females.
4. **Fondling** – Is the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
5. **Incest** – Is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
6. **Statutory Rape** – Is sexual intercourse with a person who is under the statutory age of consent.
7. **Robbery** – The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
8. **Aggravated Assault** – An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. Usually by weapon providing death or great bodily harm.
9. **Burglary** – The unlawful entry of a structure to commit a felony or a theft.
10. **Motor Vehicle Theft** – The theft or attempted theft of a motor vehicle.
11. **Arson** – Any willful or malicious burning or attempting to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another.
12. **Hate Crime** – A criminal offense committed against a person or property which is motivated in whole or in part by the offender's bias. Bias is a performed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation or ethnicity/national origin, gender identity or national origin.
13. **Domestic violence** – means any assault, aggravated assault, battery, aggravated battery, sexual assault, sexual battery, stalking, aggravated stalking, kidnapping, false imprisonment, or any criminal offense resulting in physical injury or death of one family or household member by another family or household member.
14. **Dating violence** - means violence between individuals who have or have had a continuing and significant relationship of a romantic or intimate nature.
15. **Stalking** means a course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others' safety, or to suffer substantial emotional distress.



Claflin University Orangeburg Campus 2020 – 2022 Crime Statistics

Criminal Offenses – On-campus

	2020	2021	2022
Murder/Non-negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	0	3
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	1	1
Burglary	0	1	2
Motor Vehicle Theft	0	1	1
Arson	0	0	0

Criminal Offenses – On-campus Student Housing Facilities

	2020	2021	2022
Murder/Non-negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	1	1
Burglary	0	0	2
Motor Vehicle Theft	0	0	0
Arson	0	0	0



Claflin University Orangeburg Campus 2020 – 2022 Crime Statistics

Criminal Offenses – Public Property

	2020	2021	2022
Murder/Non-negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	2	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0

Criminal Offenses – Non-Campus

	2020	2021	2022
Murder/Non-negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	1	0	0
Motor Vehicle Theft	1	0	0
Arson	0	0	0



Claflin University Orangeburg Campus 2020 – 2022 Crime Statistics

Hate Offenses – On-Campus

	2020	2021	2022
Murder	0	0	0
Non-Negligent Manslaughter	0	0	0
Forcible Sex Offenses	0	0	0
Non-Forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Simple Assault	0	0	0
Larceny-Theft	0	0	0
Intimidation	0	0	0
Destruction/Damage/Vandalism of Property	0	0	0

Hate Offenses – On-Campus Student Housing Facilities

	2020	2021	2022
Murder	0	0	0
Non-Negligent Manslaughter	0	0	0
Forcible Sex Offenses	0	0	0
Non-Forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Simple Assault	0	0	0
Larceny-Theft	0	0	0
Intimidation	0	0	0
Destruction/Damage/Vandalism of Property	0	0	0



Claflin University Orangeburg Campus 2020 – 2022 Crime Statistics

Hate Crimes – Public Property

	2020	2021	2022
Murder	0	0	0
Non-Negligent Manslaughter	0	0	0
Forcible Sex Offenses	0	0	0
Non-Forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Simple Assault	0	0	0
Larceny-Theft	0	0	0
Intimidation	0	0	0
Destruction/Damage/Vandalism of Property	0	0	0

Hate Crime – Non-Campus

	2020	2021	2022
Murder/Non-negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offenses	0	0	0
Non-Forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Simple Assault	0	0	0
Larceny-Theft	0	0	0
Intimidation	0	0	0
Destruction/Damage/Vandalism of Property	0	0	0



Claflin University Orangeburg Campus 2020 – 2022 Crime Statistics

VAWA Offenses – On-campus

	2020	2021	2022
Domestic Violence	0	0	0
Dating Violence	0	0	4
Stalking	0	0	0

VAWA Offenses – On-Campus Student Housing Facilities

	2020	2021	2022
Domestic Violence	0	0	0
Dating Violence	0	0	4
Stalking	0	0	0

VAWA Offenses – Public Property

	2020	2021	2022
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0

VAWA Offenses – Non-Campus

	2020	2021	2022
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0



Claflin University Orangeburg Campus 2020 – 2022 Crime Statistics

Arrests – On-campus

	2020	2021	2022
Illegal Weapons Possession	0	0	0
Drug Law Violations	0	0	0
Liquor Law Violations	0	0	0

Arrests – On-Campus Student Housing Facilities

	2020	2021	2022
Illegal Weapons Possession	0	0	0
Drug Law Violations	0	0	0
Liquor Law Violations	0	0	0

Arrests – Public Property

	2020	2021	2022
Illegal Weapons Possession	0	0	0
Drug Law Violations	0	0	0
Liquor Law Violations	0	0	0

Arrests – Non-Campus

	2020	2021	2022
Illegal Weapons Possession	0	0	0
Drug Law Violations	0	0	0
Liquor Law Violations	0	0	0



Claflin University Orangeburg Campus 2020 – 2022 Crime Statistics

Disciplinary Action – On-Campus

	2020	2021	2022
Illegal Weapons Possession	1	0	2
Drug Law Violations	10	3	29*
Liquor Law Violations	5	1	3

Disciplinary Action – On-Campus Student Housing Facilities

	2020	2021	2022
Illegal Weapons Possession	0	0	2
Drug Law Violations	9	3	26*
Liquor Law Violations	5	1	2

Disciplinary Actions – Public Property

	2020	2020	2022
Illegal Weapons Possession	0	0	0
Drug Law Violations	0	0	0
Liquor Law Violations	0	0	0

Disciplinary Actions – Non-Campus

	2020	2021	2022
Illegal Weapons Possession	0	0	0
Drug Law Violations	0	0	0
Liquor Law Violations	0	0	0

Claflin University Orangeburg Campus 2020 – 2022 Crime Statistics

Unfounded Crimes

	2020	2021	2022
Unfounded Crimes	0	0	0

* The legalization of marijuana in certain states has influenced some to conclude that it is no longer considered an illegal drug. This has led to the higher number of violations on campus and in student housing facilities. The 26 instances in which students have violated the University's code of conduct related to either through minor possession, paraphernalia, or the presence of its scent in dorm rooms. This is indicative of our strict "Zero Tolerance" policy towards drugs and shows that we take all violations of the University' code of conduct very seriously.



Fire Safety Report

Fire Safety Procedures

This section is intended to comply with the Fire Safety Reporting provisions of the Higher Education Opportunity Act, as well as to provide fire safety policy guidelines for the University residence hall buildings. If any fire should occur on the campus of Claflin University, it should be reported to the Department of Public Safety immediately at (803) 535-5444 or in case of an emergency call 911.

The policy applies to the following Residential Halls:

- Asbury Hall Residence Center – 151 Claflin Circle
- Claflin Commons Residence Center -180 Claflin Circle
- Corson Hall Residence Center – 126 Claflin Circle
- Dunton Hall – 138 Claflin Circle
- Highrise Residence Center- 735 Goff Ave
- Kleist Hall Residence Center- Kleist Circle
- Student Residence Center East- 162 Claflin Circle
- Student Residence Center North – 170 Claflin Circle
- Student Residence Center South – 158 Claflin Circle
- Student Residence Center West- 174 Claflin Circle
- 544 Buckley Street Apartments
- 612 Boulevard Street
- 640 Boulevard Street
- 740 Boulevard Street
- Claflin Commons Residence Hall – 734 Goff Ave

University Housing is considered an on-campus student residential facility; based on the definition contained in the relevant federal guidelines.

On or before October 1 each year the University will publish an annual Fire Safety Report that contains at a minimum, the following information:

1. The fire statistics described in the subsection below.
2. A description of the University Housing fire safety systems.
3. The number of fire drills held at University Housing during the previous calendar year.
4. The University Housing policies or rules on portable electrical appliances, smoking, and open flames in each facility.
5. The procedures for evacuation in the case of a fire in University Housing.



6. The policies regarding fire safety education and training programs provided to the students and employees, which must describe the procedures that students and employees should follow in case of a fire.
7. For purposes of including a fire in the statistics in the annual fire safety report, a list of the titles of each person or organization to which students and employees should report that a fire occurred.
8. Plans for future improvements in fire safety, if any, and as determined necessary by the University.

FIRE SAFETY PLAN

When the evacuation alarm sounds, or when you receive a request from a Public Safety Officer, YOU MUST EXIT THE BUILDING IMMEDIATELY. If there is a fire in your vicinity, feel doors with the back of your hand before you open them. If they are hot, find another way out. When exiting, stay as close to the floor as possible —smoke and heat rise, and the air is clearer and cooler near the floor. Close the doors behind you.

WHEN THE FIRE ALARM IS ACTIVATED

- Fire alarms should never be taken lightly. Do not assume it is an alarm test unless a test has been announced. When the fire alarm sounds, you should leave the building immediately--even if someone else tells you it is a false alarm.
- Do not stop to collect belongings.
- Exit by using the previously designated exit stairs or areas.
- Do not use the elevator. You may be trapped inside.
- Re-enter the building only after personnel from the Fire Department or the Department of Public Safety announce it is safe to re-enter.

FIRE DRILLS

Fire Drills are conducted in all Residence Hall each semester. Students should become familiar with posted egress routes and areas of refuge from a building fire. Fire Drills are conducted in other campus buildings annually. Signage is posted to show egress routes and areas of refuge from each building.

UNIVERSITY HOUSING FIRE POLICY

University Policy prohibits cooking in unauthorized areas of the Residence Halls. No cooking is allowed in computer labs, common areas outside of each suite, restrooms, or any other area not specifically designated as suitable for cooking purposes. No candles are to be burned in any residence hall bedroom, suite common area, kitchen area, bath or shower area, hallway, vestibule, or lounge area.

Unauthorized Appliances: Hot Plates, Deep Fryers, Space Heaters, Mini-refrigerators, Air Conditioners, Hotdog Cookers, Hot Pots, Hamburger Cookers, Toaster Ovens, Crockpots, Electric Fry Pans, Broiler Ovens, any appliance used to deep fry or have exposed coils.

If a fire should occur, report it to the Department of Public Safety (803) 535-5444 or in an emergency call 911.



IF YOU DISCOVER A CLASSROOM FIRE

Remove any person in immediate danger, evacuate the area and notify the Department of Public Safety.

WHEN YOU DISCOVER A FIRE

Evacuate via the nearest emergency exit. **DO NOT USE THE ELEVATOR!** Proceed to assembly areas.

- Activate the alarm by activating the manual pull station located near the facility exits as you leave the building.
- If no fire alarm is available, immediately notify the occupants of the room to evacuate the building.
- Locate the nearest safe telephone and call the Department of Public Safety (803-535-5444) or dial 911; report the exact location of the fire.
- Attempt to extinguish the fire **ONLY** if the fire is small or contained and you are trained in the use of a fire extinguisher.
- Stop all activities. If you are not able to evacuate and are trapped on a floor or in a building, follow these procedures:
 - Feel all doorknobs you encounter before opening any door. If it is hot, do not open the door. Stay in that room.
 - Seal the cracks around the door with any available material to block smoke and fumes.
 - Call 911 and let them know your location and that you are unable to exit.
 - Open the window a few inches for fresh air and hang an object out of the window to alert the fire department to your location.
 - Keep low to the floor and await evacuation by emergency personnel.
 - If the doorknob is not hot, brace yourself behind the door and open it slightly. If heat or heavy smoke is present, close the door and stay in that room. Follow the procedures outlined in the steps above.
 - If you are able to move around within the building, but cannot exit, find a safe room farthest from the fire and follow the procedures outlined in the steps above.

LABORATORY FIRES

If a fire breaks out in a laboratory:

- Pull the fire alarm and close all doors, windows, and other openings that would aid in the spread of fire or toxic fumes.
- If time permits, shut off critical systems such as compressed gas bottles, etc. before exiting the lab and notify Public Safety.
- If the accident is in your laboratory, try to rescue any personnel in immediate danger, if it does not put you in imminent danger.
- Instruct all students to evacuate the building.

Hazardous Materials: Toxic Gas Release

- If possible, activate the exhaust system, fume hoods or other ventilation systems.
- Evacuate the area/floor/building immediately by moving away from the source.



- Close off the location of the release.
- Notify the Plant Operations and Department of Public Safety.

Hazardous Materials: Chemical Spills

- Evacuate the area—some liquid chemicals release toxic gases.
- Wear the appropriate Personal Protective Equipment (PPE).
- Know the characteristics of the chemical before you attempt to contain the spill.
- Contain the spill with an absorbent material—prevent the chemical from reaching the municipal sewer system and the State waterways.
- Sweep and collect the absorbent material (waste) and store in the proper container.
- Dispose of the waste appropriately.

Recommendations to all Faculty:

- Instruct students on how to handle hazardous materials properly.
- Review procedures that are specific to laboratories.
- Identify location of protective gear, disposal containers, and other relevant procedures.

Fire Alarm and Sprinkler Systems used by the University:

- Suppression System
- Fully Sprinkle Wet System
- Hood Suppression System
- Manual pull with horn and strobes
- Smoke Detectors
- Monitored by Fire Alarm Company

Fire Statistics

The University will provide as part of the annual Fire Safety Report, as well as to the Department of Education, the following statistics from the three (3) most recent years for which data is available:

1. The number of fires and the cause of each fire.
2. The number of persons who received fire related injuries that resulted in treatment at a medical facility, including at an on-campus health center;
3. The number of deaths related to a fire; and
4. The cause of each fire, if it was unintentional, intentional, or undetermined under the following categories: Cooking, Smoking materials, Open flames, Electrical, Heating equipment, Hazardous products, Machinery/Industrial, Natural, Other.

❖ Fire Log

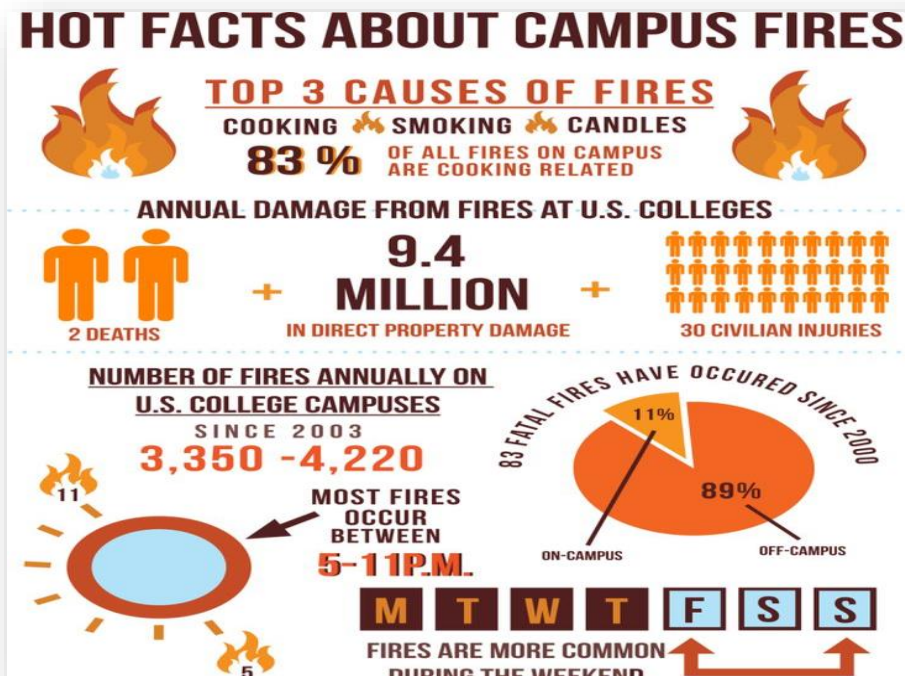
1. The University shall maintain a written, easily understood fire log that records, by the date that the fire was reported, any fire that occurred in University Housing. This log shall include the nature, date, time, and general location of each fire.



2. The University shall make an entry or an addition to an entry to the log within two (2) business days of the receipt of the information.
3. The University shall make the fire log for the most recent 60-day period, open to public inspection during normal business hours. The University shall make any portion of the log older than 60 days available within two (2) business days of a request for public inspection.
4. The University shall make an annual report to the University Community on the fires recorded in the fire log. This will be accomplished through the annual Fire Safety Report described in paragraph A of this subsection (above).

Fire Statistics in Residential Halls

Statistics and Related Information Regarding Fires in Residential Facilities for 2022						
Residential Facilities	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries Requiring Treatment	Number of Deaths	Value of Property Damage
Kleist Hall	0	0	N/A	N/A	N/A	N/A
Corson Hall	0	0	N/A	N/A	N/A	N/A
Dunton Hall	0	0	N/A	N/A	N/A	N/A
Asbury Hall	0	0	N/A	N/A	N/A	N/A
SRC South	0	0	N/A	N/A	N/A	N/A
SRC East	0	0	N/A	N/A	N/A	N/A
SRC West	0	0	N/A	N/A	N/A	N/A
SRC North	0	0	N/A	N/A	N/A	N/A
High-Rise Hall	0	0	N/A	N/A	N/A	N/A
Buckley Street	0	0	N/A	N/A	N/A	N/A
740 Boulevard	0	0	N/A	N/A	N/A	N/A
612 Boulevard	0	0	N/A	N/A	N/A	N/A
640 Boulevard	0	0	N/A	N/A	N/A	N/A
Claflin Commons	1	1	Threw lit cigarette in garbage can	0	0	\$1,000





Fire Alarm System Monitoring and Fire Extinguishers

All fire alarm systems in residence halls are monitored through central reporting. All residence halls have fire extinguishers installed per national standards. Fire Drills are conducted one (1) per semester (four (2) per year) in each residential hall. Fire Drills are conducted in other buildings on campus annually one (1) per year.

University Residential Facilities

All residential facilities have fire safety systems with addressable fire alarms and are fully sprinkled; The term “addressable fire alarm” as used in these statistics includes devices that provide exact location, for example, suite number, bedroom number, flow switch location, etc. of alarm initiation. The location of the residence facility is also provided below the name of the facility. All University residential facilities undergo two fire drills per calendar year.

Fires at University Residential Facilities

There were no fire incidences on-Campus or off Campus during 2022

Misuse of Fire Alarms and Safety Equipment

No person shall make, or cause to be made, a false fire alarm, or emergency report of any kind. No person shall tamper with, damage, disable or misuse fire safety equipment including, but not limited to, fire extinguishers, fire hoses, fire alarms, and fire doors.

Plans for Future Improvement

There are no current plans to the University’s residential fire detection and warning systems.

Fire Safety Systems in Residential Facilities

Fire Safety Systems in Residential Facilities						
Facility	Fire Alarm Monitoring Done Off-Site (by Vendor)	Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans & Placards	Number of Evacuation (Fire) Drills Each Calendar Year
Kleist Hall	X	X	X	X	X	2
Corson Hall	X	X	X	X	X	2
Dunton Hall	X	X	X	X	X	2
Asbury Hall	X	X	X	X	X	2
SRC South	X	X	X	X	X	2
SRC East	X	X	X	X	X	2
SRC North	X	X	X	X	X	2
SRC West	X	X	X	X	X	2
High-Rise Hall	X	X	X	X	X	2
Buckley Street	X		X	X		2
740 Boulevard	X		X	X		2
640 Boulevard	X		X	X		2
612 Boulevard	X		X	X		2
Claflin Commons	X	X	X	X	X	2