2026 Campus Annual Security Report

This Campus Annual Security Report (ASR) is required by federal law to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act and contains policy statements and crime statistics for the school for the previous calendar year. Three years' worth of statistics are included for certain types of crimes reported to have occurred on campus and on public property within or immediately adjacent to the campus.

The Executive Director of Accountability and Strategic Initiatives prepares this report using crime statistics provided by the CCC&TI Safety Officer, the Vice President of Student Services, local law enforcement agencies, and other College officials.

Each year, the report is posted on the College website, and all employees and enrolled students are notified. Employees and currently enrolled students receive notification via their campus email accounts, and prospective students receive notification in their admission packet. Prospective employees are notified of the report's availability when applying for vacant positions. Archived reports from previous years may be obtained from the Executive Director of Accountability and Strategic Initiatives. Students may obtain a printed copy of this report from the Student Services Office in the John A. Forlines Building on the Caldwell Campus. Employees may obtain a printed copy from the Executive Director of Human Resources in the H.E. Beam Building on the Caldwell Campus.

The Annual Disclosure of Crime Statistics

Data concerning crimes committed on any CCC&TI site**,** as defined by the Crime Awareness and Campus Security Act of 1990 and the Higher Education Act of 2008 as it relates to the Clery Act and Higher Education Opportunity Act (HEOA) safety- and security-related requirements, is reported annually. The College prepares, publishes, and distributes information annually in its ASR.

CCC&TI 2026 Campus Safety and Security Report

Criminal Offenses – On Campus	2023		2024		2025	
	Caldwell Campus	Watauga Campus	Caldwell Campus	Watauga Campus	Caldwell Campus	Watauga Campus
Criminal Offenses						
a) Murder/Non-negligent manslaughter	0	0	0	0	0	0
b) Manslaughter by Negligence	0	0	0	0	0	0
c) Rape	0	0	0	0	0	0
d) Fondling	0	0	0	0	0	0
e) Incest	0	0	0	0	0	0
f) Statutory Rape	0	0	0	0	0	0
g) Robbery	0	0	0	0	0	0
h) Aggravated assault	0	0	0	0	0	0
i) Burglary	0	0	0	0	0	0
j) Motor vehicle theft (Not theft from a vehicle)	1	0	0	0	0	0
k) Arson	0	0	0	0	0	0

Criminal Offenses – Noncampus	2023		2024		2025	
	Caldwell Campus	Watauga Campus	Caldwell Campus	Watauga Campus	Caldwell Campus	Watauga Campus
Criminal Offenses						
a) Murder/Non-negligent manslaughter	0	0	0	0	0	0
b) Manslaughter by Negligence	0	0	0	0	0	0
c) Rape	0	0	0	0	0	0
d) Fondling	0	0	0	0	0	0
e) Incest	0	0	0	0	0	0
f) Statutory Rape	0	0	0	0	0	0
g) Robbery	0	0	0	0	0	0
h) Aggravated assault	0	0	0	0	0	0
i) Burglary	0	0	0	0	0	0
j) Motor vehicle theft (Not theft from a vehicle)	0	0	0	0	0	0
k) Arson	0	0	0	0	0	0

Criminal Offenses – Public Property	Caldwell Campus	Watauga Campus	Caldwell Campus	Watauga Campus	Caldwell Campus	Watauga Campus
Criminal Offenses						
a) Murder/Non-negligent manslaughter	0	0	0	0	0	0
b) Manslaughter by Negligence	0	0	0	0	0	0
c) Rape	0	0	0	0	0	0
d) Fondling	0	0	0	0	0	0
e) Incest	0	0	0	0	0	0
f) Statutory Rape	0	0	0	0	0	0
g) Robbery	0	0	0	0	0	0
h) Aggravated assault	0	0	0	0	0	0
i) Burglary	0	0	0	0	0	0
j) Motor vehicle theft (Not theft from a vehicle)	0	0	0	0	0	0
k) Arson	0	0	0	0	0	0

Hate Crimes – On Campus	2023		2024		2025	
	Caldwell Campus	Watauga Campus	Caldwell Campus	Watauga Campus	Caldwell Campus	Watauga Campus
Criminal Offenses						
a) Murder/Non-negligent manslaughter	0	0	0	0	0	0
b) Rape	0	0	0	0	0	0
c) Fondling	0	0	0	0	0	0
d) Incest	0	0	0	0	0	0
e) Statutory Rape	0	0	0	0	0	0
f) Robbery	0	0	0	0	0	0
g) Aggravated Assault	0	0	0	0	0	0
h) Burglary	0	0	0	0	0	0
i) Motor vehicle theft (Not theft from a vehicle)	0	0	0	0	0	0
j) Arson	0	0	0	0	0	0
k) Simple assault	0	0	0	0	0	0
l) Larceny-theft	0	0	0	0	0	0
m) Intimidation	0	0	0	0	0	0

n) Destruction/damage/vandalism of property	0	0	0	0	0	0
	2023		2024		2025	
Hate Crimes – Noncampus	**Caldwell Campus**	**Watauga Campus**	**Caldwell Campus**	**Watauga Campus**	**Caldwell Campus**	**Watauga Campus**
a) Murder/Non-negligent manslaughter	0	0	0	0	0	0
b) Rape	0	0	0	0	0	0
c) Fondling	0	0	0	0	0	0
d) Incest	0	0	0	0	0	0
e) Statutory Rape	0	0	0	0	0	0
f) Robbery	0	0	0	0	0	0
g) Aggravated Assault	0	0	0	0	0	0
h) Burglary	0	0	0	0	0	0
i) Motor vehicle theft (Not theft from a vehicle)	0	0	0	0	0	0
j) Arson	0	0	0	0	0	0
k) Simple assault	0	0	0	0	0	0
l) Larceny-theft	0	0	0	0	0	0
m) Intimidation	0	0	0	0	0	0
n) Destruction/damage/vandalism of property	0	0	0	0	0	0
	2023		2024		2025	
Hate Crimes – Public Property	**Caldwell Campus**	**Watauga Campus**	**Caldwell Campus**	**Watauga Campus**	**Caldwell Campus**	**Watauga Campus**
Criminal Offenses						
a) Murder/Non-negligent manslaughter	0	0	0	0	0	0
b) Rape	0	0	0	0	0	0
c) Fondling	0	0	0	0	0	0
d) Incest	0	0	0	0	0	0
e) Statutory Rape	0	0	0	0	0	0
f) Robbery	0	0	0	0	0	0
g) Aggravated Assault	0	0	0	0	0	0
h) Burglary	0	0	0	0	0	0
i) Motor vehicle theft (Not theft from a vehicle)	0	0	0	0	0	0
j) Arson	0	0	0	0	0	0
k) Simple assault	0	0	0	0	0	0
l) Larceny-theft	0	0	0	0	0	0
m) Intimidation	0	0	0	0	0	0
n) Destruction/damage/vandalism of property	0	0	0	0	0	0

	2023		2024		2025	
VAWA Offenses – On Campus	**Caldwell Campus**	**Watauga Campus**	**Caldwell Campus**	**Watauga Campus**	**Caldwell Campus**	**Watauga Campus**
a) Domestic violence	0	0	0	0	0	0
b) Dating violence	0	0	0	0	0	0
c) Stalking incidents	0	0	0	0	0	0
	2023		**2024**		**2025**	
VAWA Offenses – NonCampus						
a) Domestic violence	0	0	0	0	0	0
b) Dating violence	0	0	0	0	0	0
c) Stalking incidents	0	0	0	0	0	0
	2023		**2024**		**2025**	
VAWA Offenses – Public Property	**Caldwell Campus**	**Watauga Campus**	**Caldwell Campus**	**Watauga Campus**	**Caldwell Campus**	**Watauga Campus**
a) Domestic violence	0	0	0	0	0	0
b) Dating violence	0	0	0	0	0	0
c) Stalking incidents	0	0	0	0	0	0
	2023		**2024**		**2025**	
Arrests – On Campus	**Caldwell Campus**	**Watauga Campus**	**Caldwell Campus**	**Watauga Campus**	**Caldwell Campus**	**Watauga Campus**
a) Illegal weapons possession	0	0	0	0	0	0
b) Drug law violations	0	0	0	0	0	0
c) Liquor law violations	0	0	0	0	0	0
	2023		**2024**		**2025**	
Arrests-Noncampus						
a) Illegal weapons possession	0	0	0	0	0	0
b) Drug law violations	0	0	0	0	0	0
c) Liquor law violations	0	0	0	0	0	0
	2023		**2024**		**2025**	
Arrests – Public Property	**Caldwell Campus**	**Watauga Campus**	**Caldwell Campus**	**Watauga Campus**	**Caldwell Campus**	**Watauga Campus**
a) Illegal weapons possession	0	0	0	0	0	0
b) Drug law violations	0	0	0	0	0	0
c) Liquor law violations	0	0	0	0	0	0
	2023		**2024**		**2025**	
Disciplinary Actions – On Campus	**Caldwell Campus**	**Watauga Campus**	**Caldwell Campus**	**Watauga Campus**	**Caldwell Campus**	**Watauga Campus**
a) Weapons: carrying, possessing, etc.	0	0	0	0	0	0
b) Drug abuse violations	0	0	0	0	0	0
c) Liquor law violations	0	0	0	0	0	0
	2023		2024		2025	
Disciplinary Actions –NonCampus						
a) Weapons: carrying, possessing, etc.	0	0	0	0	0	0
b) Drug abuse violations	0	0	0	0	0	0
c) Liquor law violations	0	0	0	0	0	0
	2023		**2024**		**2025**	
Disciplinary Actions – Public Property	**Caldwell Campus**	**Watauga Campus**	**Caldwell Campus**	**Watauga Campus**	**Caldwell Campus**	**Watauga Campus**
a) Illegal weapons possession	0	0	0	0	0	0
b) Drug law violations	0	0	0	0	0	0
c) Liquor law violations	0	0	0	0	0	0
	2023		**2024**		**2025**	
Unfounded Crimes	**Caldwell Campus**	**Watauga Campus**	**Caldwell Campus**	**Watauga Campus**	**Caldwell Campus**	**Watauga Campus**
a) Total unfounded crimes	0	0	0	0	0	0

General Procedures for Reporting a Crime or Emergency

Community members, students, employees, and guests are encouraged to report all crimes and public safety-related incidents to a security authority and College official in a timely manner.

Note: This publication contains information about on-campus and off-campus resources. This information is made available to provide CCC&TI community members with specific information about the resources that are available in the event that they become the victim of a crime. Crimes should be reported to a campus security authority to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate. For example, a crime that was reported only to the Boone Police may not be included in the CCC&TI crime statistics report.

Voluntary Confidential Reporting

If you are the victim of a crime and do not want to pursue action within the criminal justice system or the CCC&TI complaint process, you may still want to consider making a confidential report. With your permission, any security authority can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the College can keep accurate records of the number of incidents involving students and employees, determine where there is a pattern of crime with regard to a particular location, method, or assailant, as well as alert the campus community to potential danger. Reports filed confidentially are counted and disclosed in the annual crime statistics for the institution.

Other than the paragraph above, CCC&TI has no written policy or procedure encouraging pastoral and professional counselors to inform counseling clients of voluntary, confidential crime reporting procedures for inclusion in the College's annual disclosure of crime statistics.

Programs to Inform Students and Employees about Campus Safety Procedures and to Encourage Accurate and Prompt Reporting

Caldwell Community College and Technical Institute provides information to students and employees about campus and personal safety issues in various ways.

- Notification of the Annual Security Report
- Special events including workshops, information at student events, and professional development for employees
- Participation in assistance referral programs for students and employees
- Publications, including CCC&TI Parking and Traffic Regulations Policy, Emergency Preparedness Guidelines and college catalog.

Reporting a Crime

CCC&TI is concerned with the safety and well-being of its students, faculty, staff, and visitors and is committed to providing a safe and secure campus community. CCC&TI has been fortunate in experiencing few crimes, but emergencies and crimes occasionally occur. CCC&TI takes all incidents very seriously, but students, faculty, staff, and visitors are also responsible for taking measures to

protect themselves and their possessions.

Steps to Report a Crime

1. To report an emergency, dial 911.
2. When reporting an emergency, remain calm and carefully explain the problem and the location.
3. Do not hang up until you are instructed to do so by the 911 Operator.
4. Once 911 has been called, if possible, notify the College switchboard operator and give the location and type of emergency. Caldwell Campus: 828.726.2200
   Watauga Campus: 828.297.3811
5. Once the situation is resolved, report the crime or emergency to any College authority. A College incident report should be completed and submitted to the College Safety Committee.

Campus Security Authorities

Security authorities are those personnel who have significant responsibility for student and campus activities and to whom crimes should be reported.

Title	Person	Phone	Office	Campus
VP, Student Services	Dena Holman	828.726.2737	F-110	Caldwell
Director, Security	Joshua Brewster	828.726.2237	E-115	Caldwell
Executive Director	Ronald Holste	828.297.3811 ext. 5245	W372-109	Watauga

Timely Warnings

In the event that a situation arises, either on or off-campus, that, in the judgment of the campus security authorities and/or senior administration, constitutes an ongoing or continuing threat, a campus-wide “timely warning” will be issued by campus security authorities and/or senior administrators.

The warning will be issued through an electronic emergency notification system (currently Regroup), email, social media, and the College website to students and employees. Depending on the particular circumstances, especially in situations that could pose an immediate threat to the community and individuals, senior administrators may also employ the intercom system (available on both Caldwell and Watauga campuses), to provide the College community with more immediate notification.

Anyone with information warranting a timely warning should report the circumstances to campus security authorities or senior administration in person or by calling 911.

The published warning will include the date, to whom the warning is issued, the crime of concern, the alert to the campus community, what to do to protect oneself, how to request information from the community about other similar crimes, contact information, and how to report a crime.

Security of and Access to Campus Facilities

During business hours, College buildings (excluding certain off-campus facilities) are open to students, employees, contractors, guests, and the community during normal operating hours. During non-business hours, access to all College facilities is by College-issued keys or by admittance via a security authority. Some facilities may have special hours that may vary at different times. Examples are the Computer Lab, Student Services, and the Library. In these cases, the facilities will be secured according to schedules developed by the department responsible for the facility. Emergencies may necessitate changes or alterations to any posted schedules.

All College keys are distributed by the Office of Facilities Services and are deemed controlled items. The duplication of College keys is prohibited and therefore subject to disciplinary action.

All persons, while on CCC&TI premises, are expected and required to obey all federal, state, and local laws and ordinances and College policies and procedures governing appropriate conduct. Persons violating the above will be subject to any action deemed necessary by authorized personnel.

Campus Security and Law Enforcement

Caldwell Campus

Campus law enforcement is provided at the Caldwell Campus under a contract with the town of Hudson. Sworn officers, who report to the Vice President of Operations, help develop, enforce, and communicate security and safety programs available for all employees, students, and visitors.

Watauga Campus

Law enforcement is provided under contract with the Watauga County Sheriff's Department on the Watauga Campus. A Sworn officer reports to the Vice President of Operations, and helps develop, enforce, and communicate security and safety programs that are available for all employees, students, and visitors.

CCC&TI also contracts with Griffith Security, Inc. to provide security support for all institution facilities located in Caldwell and Watauga counties. Although they have no arrest authority, they monitor facilities and grounds and report incidents to security authorities.

All crime victims and witnesses are strongly encouraged to immediately report any crime to security authorities so that assistance can be provided, timely warning notices can be posted, if appropriate, and disclosure of crime statistics are accurate.

Law enforcement support agencies, including the N.C. State Bureau of Investigation, N.C. State Highway Patrol, Caldwell County Sheriff's Department, Hudson Police Department, Lenoir Police

Department, Boone Police Department, Watauga County Sheriff's Department, and other appropriate agencies cooperate with CCC&TI to manage safety and security and to collect crime statistics.

Criminal Activity at Off-Campus Sites

CCC&TI security personnel do not monitor or report off-campus criminal activity. However, employees and students are strongly encouraged to report crimes committed at off-campus teaching facilities to security authorities and College officials as soon as possible.

Criminal incidents occurring off-campus to students or employees participating in a College function should be reported to the law enforcement agency having jurisdiction of that site. Once the emergency is over, the crime should be reported to CCC&TI security authorities.

Policies Governing Illegal Use of Drugs and Alcohol at CCC&TI

In 1988, Congress enacted the Drug-Free Workplace Act. This statute requires that all institutions of higher education receiving any funds from any federal agency certify to that agency that they will maintain a drug-free workplace by taking certain required action. The policy and procedure for Caldwell Community College and Technical Institute, approved by its board of trustees on August 16, 1990, is as follows.

Policy

Caldwell Community College and Technical Institute is committed to maintaining an environment that supports and encourages the pursuit and dissemination of knowledge. All members of the college community-students, faculty, and staff-share in the responsibility of protecting that environment, and all are expected to exemplify high standards of professional and personal conduct. The illegal or abusive use of alcohol/drugs by members of the College community adversely affects this educational environment. Federal and North Carolina laws prohibit the illegal or abusive use of alcohol/drugs. The illegal or abusive use of alcohol/drugs is not compatible with personal welfare and pursuit of academic excellence and will not be tolerated by Caldwell Community College and Technical Institute at any of its locations. Caldwell Community College and Technical Institute will take formal disciplinary and legal procedures to control the illegal or abusive use of alcohol/drugs.

Faculty and Staff Conduct Prohibited by CCC&TI

Faculty/staff are responsible, as citizens, for knowing about and complying with the provisions of North Carolina law that make it a crime to possess, sell, deliver, or manufacture those drugs designated collectively as "controlled substances" in Article 5 of Chapter 90 of the North Carolina General Statutes. Any faculty/staff member who violates pertinent state or federal law, either within the school community or in a manner that otherwise affects the school community, thereby violates school policy. The College will initiate its own disciplinary proceedings against a faculty/staff member when the alleged conduct is deemed to affect the interests of the school. Faculty/staff members who violate the school's policy on the illegal use or abusive use of alcohol/drugs will be subject to disciplinary action in accordance with the provisions as stated in this document.

Legal Penalties

The illegal or abusive use of alcohol/drugs by faculty/staff members may subject them to criminal prosecution by governmental agencies, in addition to disciplinary action by the school. Status as a faculty/staff member in no way insulates a law breaker from criminal prosecution and punishment. The constitutional concept of "double jeopardy" does not prevent both state or federal prosecution and CCC&TI punishment for conduct that violates both state and federal laws and CCC&TI policy.

Trafficking in Illegal Alcohol/Drugs

The following minimum penalties shall be imposed for the particular offenses described:

A. Illegal Manufacture, Sale, or Delivery of Alcohol/Drugs
    1. For the illegal manufacture, sale or delivery, or possession with intent to manufacture, sell, or deliver, of any controlled substance identified in Schedule I. North Carolina General Statutes 90-89, Schedule II, North Carolina General Statutes 90-90 (including, but not limited to, heroin, mescaline, lysergic acid diethylamide, opium, cocaine, amphetamine, methaqualone), any faculty/staff member shall be fired.
    2. For a first offense involving the illegal manufacture, sale, or delivery, or possession with intent to manufacture, sell or deliver any controlled substance identified in Schedules III through VI, North Carolina General Statutes 90-91 through 90-94, (including, but not limited to marijuana, phenobarbital, codeine) the minimum penalty shall be suspension from employment for a period of at least one semester. For a second offense, any faculty/staff member shall be fired.
B. Illegal Possession of Alcohol/Drugs
    1. For a first offense involving the illegal possession of any controlled substance identified in Schedule I, North Carolina General Statutes 90-90, the minimum penalty shall be suspension from employment for a period of at least one semester.
    2. For a first offense involving the illegal possession of any controlled substance identified in Schedule III through VI, North Carolina General Statues 90-91 through 90-94, the minimum penalty shall be probation for a period to be determined on a case-by-case basis. A faculty/staff member on probation must agree to participate in a drug education and counseling program, consent to regular drug testing, and accept such other conditions and restrictions, including a program of community service, as his/her supervisor or his/her designee deems appropriate. Refusal or failure to abide by the terms of probation shall result in suspension from employment for any unexpired balance of the prescribed period of probation.
    3. For a second or other subsequent offense involving the illegal possession of controlled substances, progressively more severe penalties shall be imposed, including expulsion.
    4. Faculty/staff members must notify their supervisor in writing of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) calendar days after such conviction.

Suspension Pending Final Disposition

When a faculty/staff member has been charged by the school with a violation of policies concerning illegal alcohol/drugs, he/she may be suspended from employment before initiation or completion of regular disciplinary proceedings, if, assuming the truth of the charges, his/her supervisor or

his/her designee concludes that the faculty/staff member's continued presence with the school community would constitute a clear and immediate danger to the health or welfare of other members of the school community, provided that, if such a suspension is imposed, an appropriate hearing of the charges against the suspended faculty/staff member shall be held as promptly as possible thereafter.

Counseling
Caldwell Community College and Technical Institute encourages faculty/staff members to make use of available 3rd party counseling in dealing with alcohol/drug abuse problems. CCC&TI assures faculty/staff members who voluntarily avail themselves of these services that applicable professional standards of confidentiality will be observed.

Student Conduct Prohibited by CCC&TI

CCC&TI is committed to an environment that supports the pursuit and dissemination of knowledge. All students share in the responsibility of protecting and promoting that environment. The illegal use of drugs and alcohol by students adversely affects this educational environment. North Carolina and/or Federal laws attempt to control use of drugs and alcohol. All behavior which is prohibited by federal, state, and local laws is also prohibited on campus. The illegal use of drugs and alcohol is not compatible with personal health and welfare or with the pursuit of academic excellence and will not be tolerated by CCC&TI.

Student Rights, Responsibilities and Code of Conduct
Freedom to teach and freedom to learn are inseparable facets of academic freedom. The freedom to learn depends upon appropriate opportunities and conditions in the classroom, on the campus, and in the community. Students should exercise their freedom with responsibility. As members of the academic community, students are subject to the obligations that accrue to them by virtue of this membership. As members of the larger community of which the College is a part, students are entitled to all rights and protection accorded them by the laws of that community. By the same token, students are also subject to all laws, the enforcement of which is the responsibility of duly constituted authorities. When students violate laws, they may incur penalties prescribed by legal authorities. In such instance, college discipline will be initiated only when the presence of the student on campus will disrupt the educational process of the College. However, when a student's violation of the law also adversely affects the College's pursuit of its recognized educational objectives, the College may enforce its own regulations. When students violate College regulations, they are subject to disciplinary action by the College whether or not their conduct violates the law. If a student's behavior simultaneously violates both College regulations and the law, the College may take disciplinary action independent of that taken by legal authorities.

Student Rights

- All rights and privileges guaranteed to every citizen by the Constitution of the United States and by the state of North Carolina shall not be denied any student.
- Students have the right to have their academic performance evaluated solely on an academic basis, not on opinions or conduct in matters unrelated to academic standards.

- Students have the right to freedom of expression, inquiry, and assembly without restraint or censorship subject to reasonable and nondiscriminatory rules and regulations regarding time, place, and manner.
- Students have the right to inquire about and to propose improvements in policies, regulations and procedures affecting the welfare of students through established student government procedures, campus committees, and College offices.
- Students and former students have the right to review their official records and to request a hearing if they challenge the contents of these records. The Family Educational Rights and Privacy Act of 1974 ("FERPA") provides safeguards regarding the confidentiality of and access to student records and the College shall adhere to the FERPA laws and regulations. Students and former students have the right to review their official records and to request a grievance if they challenge the contents of these records. No records shall be made available to unauthorized personnel or groups outside the College without the written consent of the student involved or if a legal exception applies.
- No disciplinary sanctions other than temporary removal from class or activity (only for duration of said activity) may be imposed upon any student without due process.
- Students have the right to voluntarily withdraw from courses under certain criteria.
- Students have the right to be free from discrimination, harassment and sexual violence while attending the College and accessing the College's programs and opportunities.

No disciplinary sanctions other than temporary removal from class or activity (only for duration of said activity) may be imposed upon any student without due process. Due process procedures are established to guarantee a student accused of a student code of conduct violation the right to a hearing, a presentation of charges, evidence for charges, the right to present evidence, the right to have witnesses on one's behalf and to hear witnesses on behalf of the accuser(s), the right to counsel, and the right of appeal.

Student Code of Conduct

The College makes every effort to maintain a safe and orderly educational environment for students and staff. Therefore, when, in the judgment of College officials, a student's conduct disrupts or threatens to disrupt the College community, appropriate disciplinary action will be taken to restore and protect the sanctity of the community.

Students are expected to conduct themselves in accordance with generally accepted standards of scholarship and morality. The purpose of this code is not to restrict student rights but to protect the rights of individuals in their academic pursuits.

The following regulations set forth offenses for which disciplinary proceedings may be initiated.

- **Academic Dishonesty (See Academic Integrity Policy)** – a second violation of the CCC&TI Academic Integrity Policy shall be treated as a disciplinary issue carrying severe consequences.
- **Animals on Campus** – Students may not have an animal of any kind on campus. This includes animals left within a vehicle. Services animals are permitted and any student with a service animal should report the use of a service animal to the College's Disability Services Coordinator.

- **Assault** – Students shall not assault or threaten to assault another person for any reason whatsoever. Assault includes a demonstration of force, unlawful physical touching or striking.
- **Bullying** – Students shall not intimidate or threaten with harm any other individual. Bullying is defined as any pattern of gestures or written, electronic or verbal communications, or any physical act or any threatening communication that takes place on the College premises or at any College sponsored function that:
    - (a) places a person in actual and reasonable fear of harm to his or her person or property; or
    - (b) creates, or is certain to create, a hostile environment by substantially interfering with or impairing a student's educational performance, opportunities or benefits or a College's employee's ability to perform the essential functions of his/herjob.
- **Communicating Threats** – Students shall not verbally, in writing, through a third party or by any other means threaten to physically injure another student or CCC&TI employee, or that person's child, sibling, spouse or dependent, or willfully threaten to damage the property of another. N.C.G.S. § 14-277.1
- **Cyberstalking** – Students shall not the use of the internet or other electronic means to stalk or harass an individual, group, or organization in accordance with N.C.G.S. § 14-196.3
- **Disobedience / Insubordination** – Students shall comply with instructions of College officials acting in performance of their duties and adhere to the terms of any disciplinary action.
- **Disorderly Conduct and Disruption** – Students shall not obstruct or disrupt any teaching, research, administration or disciplinary proceedings, or other College activities, including public service functions, and other duly authorized activities on or off College premises. Students shall not occupy or seize, in any manner, College property, a College facility or any portion thereof for a use inconsistent with prescribed, customary, or authorized use. Students shall not participate in or conduct an assembly, demonstration or gathering in a manner which threatens or causes injury to person or property; which interferes with free access to, ingress or egress of College facilities; which is harmful, obstructive or disruptive to the educational process or institutional functions of the College; hold rallies, demonstrations, or any other forms of public gathering without prior approval of the College based on reasonable time, place and manner restrictions; remain at the scene of such an assembly after being asked to leave by a representative of the Collegestaff.
- **Drugs and Alcohol** – Students shall not unlawfully possess, use, manufacture, dispense, sell or distribute alcohol, illegal or unauthorized controlled substances or impairing substances or being under the influence of at any College location. In addition, students may not use tobacco of any form or e-cigarettes on campus or at any College-affiliated activities or events.
- **Failure to Report Criminal Activity** – Students shall inform the College, in writing, within five (5) days after he or she is convicted for violation of any federal, state, or local criminal drug statue or alcoholic beverage control statute where such violation occurred while on a College location.
- **Financial Impropriety** – Students shall not commit financial improprieties such as failure to pay College-levied fines, misuse or failure to properly account for club or student organization funds, or the passing of worthless checks, drafts or orders to College officials.

- **Gambling** – Students may not gamble on campus or at any College-affiliated activities or events.
- **Sexual Harassment, Discrimination, and Sexual Misconduct** – Students shall not engage in sexual harassment and/or sexual violence.
- **Improper Use of the College Network/Technology**
- **Lewd and Indecent Behavior** – Students shall not engage in lewd or indecent behavior, including public physical or verbal action or distribution of obscene material based on reasonable community standards. The conduct must be objectively severe or pervasive enough that a reasonable person would agree that the conduct constitutes lewd and/or indecent behavior.
- **Providing False Information** – Students shall not present to the College or its employees false information as part of an investigation, inquiry, hearing, or in other matters related to College activities; neither may a student knowingly withhold information which may have an effect on their enrollment or their status with the College.
- **Public Laws** – Violations of any federal, state, or local laws occurring while on campus may lead to legal actions as well as College discipline. Violations of federal, state, or local laws occurring off-campus may result in disciplinary action if the student's continued presence on campus constitutes a threat to the safety and order of the campus.
- **Stalking** – Students shall not engage in patterns of repeated and unwanted attention, harassment, contact, or any other course of conduct directed at a specific student or CCC&TI employee that would cause a reasonable person to feel fear.
- **Tampering with Fire Alarms** – Students shall not set off a fire alarm or tamper with any fire safety equipment, except with reasonable belief in the need for such alarm or equipment. N.C.G.S § 14-286.
- **Theft of, misuse of, or damage to College property** – Students shall not steal or damage College property or another student's or CCC&TI employee's property. Students who are caught stealing or damaging said property will be required to make restitution and may be eligible for civil or criminal prosecution as well as College discipline.
- **Traffic Violations** – Students shall obey College regulations regarding the operation and parking of motor vehicles.
- **Trespass to Property** – Students shall not trespass on College property. Students are trespassing if in an unauthorized area of the College campus; present on the College campus after closing hours (without permission); or remaining on the College campus after having been directed to leave by a College official.
- **Unauthorized Access to College Records** – Students may not access, view, copy or change official College records without expressed authority to do so.
- **Unlawful Harassment and Discrimination** – Students shall not engage in unlawful discrimination.
- **Verbal, Physical, and Emotional Abuse** – A student shall not intentionally cause, or attempt to cause any verbal, physical, or emotional abuse of any person on College premises, at College sponsored, or College supervised functions. This includes any verbal or physical actions which threaten or endanger the health and safety of any such persons, the educational process, or based on an objective reasonable standard for the situation, promotes hatred or racial prejudice. This includes acts of bullying, hazing, and cyber-bullying.

- **Violation of Policies and Procedures** – Students are expected to be familiar with the College's policies and procedures. Students may be disciplined for failure to follow the College's policies and procedures.
- **Violations of Normal Classroom Behavior** – Students shall comply with reasonable rules issued by an instructor, and shall not cause disruption in the classroom or be disrespectful to classmates or the instructor. To result in discipline, the conduct must be objectively severe or pervasive enough that a reasonable person would agree that the conduct is disruptive or disrespectful not based on content or viewpoint discrimination.
- **Weapons on Campus** – Possession or use of a weapon, as defined by State law, on College premises or at College-sponsored activities, is prohibited under N.C.G.S. §14-269.2. This includes carrying a concealed weapon on campus or to a College-sponsored activity even though in possession of a valid permit. This also includes unauthorized use of any instrument designed to inflict serious bodily injury to any person. Students may not have a weapon of any kind, including but not limited to, a knife, stun gun or any firearm in their possession on campus or at any College-sponsored activities. Exceptions may apply to on duty law enforcement officers attending College classes or activities. Handguns are also permitted under the following circumstances:
    a) the person has a concealed handgun permit that is lawfully issued;
    b) the handgun is in a closed compartment or container within the person's locked vehicle;
    c) a person may unlock the vehicle to enter or exit the vehicle provided the handgun remains in the closed compartment at all times; and
    d) the vehicle is locked at all other times.

Disciplinary Procedures

- Immediate Dismissal. Any instructor or administrative officer may dismiss a student from the class or the College if an act of misconduct threatens the health or well being of any member of the academic community or seriously disrupts the function and good order of the College. Prior to dismissal, student(s) shall be given the opportunity to explain his or her conduct to the suspending instructor or administrative officer.
- Disciplinary Process. In order to provide an orderly procedure for handling student disciplinary cases in accordance with due process and justice, following procedures will be followed: Charges: Any administrative official, faculty member, or student may file charges with the Vice President of Student Services against any student or student organization for violations of College regulations.
- Investigation and Decision. Within 5 working days after the charge is filed, the Vice President of Student Services shall complete a preliminary investigation of the charge and shall schedule a meeting with the student. After discussing the alleged infraction with the student, the Vice President or designee may act as follows:
- Drop the charges. Impose a sanction consistent with those shown below.
- Refer the student to a College office or community agency for services.
- Notification. The decision of the Vice President of Student Services shall be presented to the student in writing immediately following the meeting with the student. The student will be made aware of the charges, the Vice President's decision and instructions governing the appeal process.

Sanctions

The VP of Student Services may apply the following sanctions as appropriate:

- Reprimand: A written communication which gives official notice to the student that any subsequent offense against the Student Code of Conduct will carry heavier penalties.
- General Probation: An individual may be placed on General Probation when involved in a minor disciplinary offense; General Probation has two important implications: the individual is given a chance to show his/her capability and willingness to observe the Student Code of Conduct without further penalty; secondly, if he/she errs again, further action will betaken.
- Restrictive Probation: Restrictive Probation results in loss of good standing and becomes a matter of record. Restrictive conditions may limit activity in the College community. This probation will be in effect for no less than two semesters. Any violation of Restrictive Probation may result in immediate suspension.
- Restitution: Paying for damaging, misusing, destroying or losing property belonging the college, College personnel or students.
- Interim Suspension: Exclusion from class and/or other privileges or activities as Institutional Policies set forth in the notice, until a final decision has been made concerning the alleged violation.
- Loss of Academic Credit or Grade: Imposed as a result of academic dishonesty (as determined by the Grade Appeal Procedure).
- Withholding transcript, diploma, or right to register: Imposed when financial obligations are not met.
- Suspension: Exclusion from class(es) and/or all other privileges or activities of the College for a specified period of time. Students who receive this sanction must get specific written permission from the Vice President of Student Services or designee before returning to campus.
- Expulsion: Dismissing a student from campus for an indefinite period. The student loses his/her student status. The student may be re-admitted to the College only with the approval of the President.
- Group Probation: This is given to a College club or other organized group for a specified period of time.
- Group Restriction: Removing College recognition during the semester in which the offense occurred or for a longer period (usually not more than one othersemester).
- Group Charter Revocation: Removal of College recognition for a group, club, society or other organization for a minimum of two years

Appeals Procedure

A student who disagrees with the decision of the Vice President of Student Services or designee may file a formal grievance. The grievance procedure is published in the College Catalog.

Anti-Hazing Policy

The purpose of this policy is to provide a comprehensive framework for preventing, addressing, and eradicating hazing incidents involving college students, faculty, and staff. This policy applies to all individuals and organizations associated with the college, including but not limited to students, employees, volunteers, and affiliated organizations, both on and off campus.

DEFINITIONS

A. Hazing: Any intentional, knowing, or reckless act, occurring on or off campus, by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization whose members are, or include, students at an institution of higher education. This includes but is not limited to:

1. Physical brutality or abuse
2. Forced or coerced consumption of any food, liquid, drug, or other substance
3. Forced or coerced physical activity
4. Sleep deprivation
5. Exclusion from social contact
6. Conduct that could result in extreme embarrassment or humiliation
7. Any activity that would unreasonably interfere with academic pursuits

B. Organization: Any association, order, society, athletic team, club, service, social or similar group, in which two or more enrolled students of the college are members, regardless of whether the organization is officially recognized by the college.

C. **Student**: Any person who is enrolled at the college, regardless of their age or student status (e.g., full-time, part-time, or online), or who has been accepted for admission or readmission to the college.

PROHIBITED CONDUCT

The college strictly prohibits hazing in any form. This includes but is not limited to any activity that:

1. Causes or is likely to cause bodily harm, serious mental or emotional harm, substantial emotional distress, or personal degradation or disgrace resulting in physical or mental harm to a student.
2. Interferes with a student's academic pursuits, including grades, academic assignments, or scheduled curricular activities.
3. Occurs on or off campus and involves the forced consumption of any food, liquid, drug, or other substance.
4. Involves sleep deprivation, excessive physical exertion, or exposure to the elements.
5. Requires a student to engage in any illegal activity or violate college policies or codes of conduct.
6. Creates a power imbalance between individuals or groups, or exploits a student's known physical, psychological, or social vulnerabilities.
7. Involves the use of social media, electronic communications, or other technology to facilitate hazing activities.

REPORTING AND INVESTIGATION

A. Reporting Hazing Incidents

1. Mandatory Reporting: Any person who witnesses, experiences, or has knowledge of hazing activity must promptly report the incident to the appropriate college official. (See Section VIII) Failure to report known hazing incidents may result in disciplinary action.
2. Reporting Methods: Reports may be made in person, by phone, via email, or through the

college's online reporting system. Anonymous reports will be accepted and investigated to the extent possible.

3. Confidentiality: The college will protect the confidentiality of all parties involved to the extent possible, consistent with the need to conduct a thorough investigation and comply with applicable laws.

4. Amnesty: Students who report hazing incidents or who cooperate in hazing investigations may be granted amnesty for minor policy violations discovered during the course of the investigation, at the discretion of the Vice President, Student Services.

5. Retaliation: Retaliation against any person who reports hazing or participates in an investigation is strictly prohibited and will result in disciplinary action.

B. Investigation of Hazing Allegations

1. Prompt and Thorough Investigation: The college will promptly investigate all reports of hazing in a fair, impartial, and thorough manner.
2. Investigation Process:
    a. Initial assessment of the report to determine appropriate interim measures and investigation scope.
    b. Interviews with the reporting party, alleged victims, witnesses, and accused individuals.
        1. Collection and review of relevant evidence, including documents, electronic communications, and physical evidence.
        2. consultation with law enforcement or other authorities as needed.
    c. Preparation of an investigation report.
3. Timelines: Investigations will be completed within ten (10) business days of the initial report, unless extenuating circumstances require an extension. All involved parties will be promptly notified of any timeline extensions.
4. Interim Measures: The college will take appropriate interim measures to protect the safety and well-being of students during the investigation, which may include no-contact orders, temporary suspension of individuals or organizations, or changes in academic or living arrangements.
5. Standard of Evidence: The college will use a preponderance of evidence standard (more likely than not) in determining whether a violation of this policy has occurred.

DISCIPLINARY ACTIONS AND SANCTIONS

A. Students found responsible for hazing will face disciplinary action up to and including suspension or expulsion from the college. Sanctions may include but are not limited to:

1. Disciplinary probation
2. Loss of privileges or college recognition
3. Mandatory educational programs or counseling
4. Community service
5. Suspension
6. Expulsion

7. Withholding or revocation of degree

B. Employees found responsible for hazing or for failing to report known hazing incidents will face disciplinary action up to and including termination of employment. Sanctions may include but are not limited to:

1. Written reprimand
2. Suspension without pay
3. Demotion
4. Termination of employment

C. Organizations found responsible for hazing may face sanctions including but not limited to:

1. Probation or suspension of organizational activities
2. Loss of college recognition or registration
3. Revocation of charter or affiliation agreements
4. Prohibition from hosting or participating in college-sponsored events
5. Loss of access to college facilities, funding, or other resources
6. Mandatory reorganization or leadership changes
7. Permanent dissolution of the organization

D. Aggravating Factors: The following factors may result in more severe sanctions:

1. Prior hazing violations
2. Multiple violations in a single incident
3. Use of force, violence, or weapons
4. Intentional or reckless disregard for health and safety
5. Retaliation against reporters or witnesses
6. Interference with the investigation process

E. Mitigating Factors: The following factors may be considered in determining appropriate sanctions:

1. Self-reporting of the violation
2. Acceptance of responsibility and demonstration of remorse
3. Cooperation with the investigation process
4. Implementation of corrective measures to prevent future violations

Description of Drug and Alcohol Abuse Education Programs

The College provides ongoing educational programs to students and staff which emphasize drug abuse prevention. Referrals to community and regional counseling and rehabilitation resources will be made as appropriate. See Student Services for counseling and referrals. Drug and alcohol prevention information can be found at https://www.cccti.edu/ConsumerInfo/DrugAlcoholPrevent.asp. In addition, students and

employees are provided information about drug and alcohol issues through annual notification, campus events, and publications.

Counseling

A violation of any law regarding alcohol or drugs is also a violation of the College's Student Code of Conduct and will be treated as a separate disciplinary matter by the College. CCC&TI offers counseling services for students with alcohol/drug abuse problems. Visit student services to schedule a confidential session.

CCCTI Counseling Services
2855 Hickory Blvd.
Hudson, NC 28638
Phone#: (828) 726-2288
www.cccti.edu/Students/Counseling.asp

CCCTI Counseling Services
372 Community College Dr
PO Box 3318
Boone, NC 28607
Phone#: (828) 297-3811 x5263
www.cccti.edu/Students/Counseling.asp

Other Resources for Victims of Sexual Abuse or Rape

Shelter Home of the Foothills
PO Box 426
Lenoir, NC 28645
Phone#: (828) 758-0888
www.shelterhomecc.org

Oasis
225 Birch Street, STE 4
Boone, NC 28607
Phone#: (828) 262-5035 (24 hours)
https://oasisinc.org/

Vaya Health
825 Wilkesboro Blvd. NE
Lenoir, NC **28645**
Phone#: (800) 849-6127 (24 hours)
www.vayahealth.com/

Caldwell UNC Memorial Hospital
321 Mulberry Street SW Lenoir, NC 28645
Phone# (828) 757-5100
www.caldwellmemorial.org/

Watauga Medical Center
336 Deerfield Rd
Boone, NC 28603
Phone#: (828) 262-4100
https://www.unchealthappalachian.org

Women's Resource Center
125 3rd Street NE PO Box 1608
Hickory, NC 28601
Phone#: (828)322-6333 x 202
www.wrchickory.org/

Law Enforcement Agencies

Blowing Rock Police Department
143 Park Ave
PO Box 47
Blowing Rock, NC 28605
Phone#: (828) 295-5200
https://www.blowingrock.gov/1219/Police

Boone Police Department
1500 Blowing Rock Road
Boone, NC 28607
Phone#: (828) 268-6900
http://www.townofboone.net/206/Police

Caldwell County Sheriff's Department
2351 Morganton Blvd SW
Lenoir, NC 28645
Phone#: (828) 758-2324
FAX#: (828) 759-3490
www.caldwellcountync.org/277/Sheriffs-Office

Granite Falls Police Department
5 Falls Avenue
Granite Falls, NC 28630 Phone#: (828) 396-3358
www.granitefallsnc.com/police

Hudson Police Department
550 Central Street
Hudson, NC 28638
Phone#: (828) 728-5021
townofhudsonnc.com/police-department

Lenoir Police Department
1035 West Avenue NW
Lenoir, NC 28645
Phone#: (828) 757-2100
FAX#: (828) 757-2103
www.cityoflenoir.com/163/Police

Watauga County Sheriff's Office
184 Hodges Gap Road Boone, NC 28607
Phone#: (828) 264-3761
https://www.wataugacounty.org/App_Pages/Dept/Sheriff/home.aspx

National Government Resources
US Department of Education, Office of Civil Rights Lyndon Baines Johnson Department of Education Building 400 Maryland Avenue, SW
Washington, DC 20202-1100
800-421-3481

https://ocrcas.ed.gov/
email: OCR@ed.gov

US Department of Justice, Office on Violence Against Women
Office on Violence Against Women 145 N Street, NE, Suite 10W.121
Washington, DC 20530
202-307-6026
www.justice.gov/ovw/contact-ovw

National Sexual Assault Hotline
800-656-HOPE(4673)
www.rainn.org
National Domestic Violence Hotline
800-799-SAFE(7233)
www.thehotline.org

National Teen Dating Abuse Helpline
866-331-9474
www.loveisrespect.org

National Sexual Violence Resource Center
877-739-3895
www.nsvrc.org

Know Your IX
www.knowyourix.org

No More
https://nomore.org/

National Center for Victims of Crime
202-467-8700
https://victimsofcrime.org/direct-services/

State Government Resources
NC Coalition Against Sexual Assault
811 Spring Forest Rd. Suite 900
Raleigh, NC 27609
919-871-1015
www.nccasa.org

NC Victim Assistance Network
P.O. Box 32173
Raleigh, NC 27622
800-348-5068
www.nc-van.org

Sexual Assault Policies and Report Procedures

Procedures Students and Employees Should Follow if a Sex Offense Occurs

If you are a victim of a sexual assault at this institution, your first priority should be to get to a place of safety and report the assault directly to law enforcement. You should then obtain necessary medical treatment.

The institution strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. After the danger has passed, report the assault to any security authority.

The College will promptly comply with a student's request for assistance in notifying authorities. The victim should file a report with a campus security authority. Filing a report with the College will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from representatives of the institution. Filing a police report will ensure that a victim of sexual assault receives the necessary medical treatment and tests, 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 exam).

CCC&TI offers counseling services for students. Visit student services to schedule a confidential referral session. The College will assist victims with changes in academic arrangements, if desired and available.

Procedures for campus disciplinary action in cases of an alleged sex offense
In addition to any legal charges against the action, victims may choose to file a grievance against the alleged student attacker.

Since sexual abuse and misconduct are breaches of the Student Code of Conduct, any discipline is decided through the grievance process.

Special Circumstances

- The accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding. Both the accuser and the accused must be informed of the outcomes of any disciplinary proceeding that is brought alleging a sex offense.
- The accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding.
- Both the accuser and the accused must be informed of the outcome of any institutional disciplinary proceeding that is brought alleging a sex offense. Informing the parties of the outcome of the process does not constitute a violation of the *Family Educational Rights and Privacy Act* (FERPA). For the purpose of this paragraph, the outcome of a disciplinary proceeding means only the institution's final determination with respect to the alleged sex offense and any sanction that is imposed against the accused.
- Sanctions imposed are the same as the policy on violations of the student code of conduct. (See above.)

Identity of Registered Sex Offenders on Campus
The Victims of Trafficking and Violence Protection Act of 2000 requires colleges and universities to inform students and employees how to learn the identity of registered sex offenders on campus. This law contains the Campus Sex Crimes Protection Act, which became effective October 28, 2002. Sex offender information is compiled by the North Carolina State Bureau of Investigation and posted at https://sexoffender.ncsbi.gov/disclaimer.aspx . It also requires sex offenders already required to register in a State to provide notice of each institution of higher education in that State at which the person is employed, carries a vocation, or is a student. Information about registered sex offenders also can be obtained from the local sheriffs' department in Caldwell or Watauga counties.

How FERPA impacts reports of sex crimes
Registry information provided under this section shall be used for the purposes of the administration of criminal justice, screening of current or prospective employees, volunteers or otherwise for the protection of the public in general and children in particular. Unlawful use of the information for purposes of intimidating or harassing another is prohibited and willful violation shall be punishable as a Class 1 misdemeanor.

Emergency Response and Evacuation Procedures

CCC&TI is committed to providing a safe, secure campus conducive to learning. There are, however, times when certain activities and conditions exist which warrant specific steps to ensure the welfare of the College community.

Confirm the Emergency
It is not always necessary to evacuate a building during an emergency. A power outage, for instance, does not necessarily call for evacuation of a building. The overall safety of the building must first be evaluated: lighting, hazardous materials, ventilation systems, and other hazardous operations. If the building can be safely occupied, evacuation is not necessary.

Initiate the Notification System
If an evacuation or special actions are warranted, security authorities or senior administration will determine the information to include in communication before notifying the affected College community. The ReGroup notification system, intercom system, fire alarm system, email system, phone system, walkie-talkies, air horns, mega horns and runners are the primary means of emergency alerts and warning notification on campus. These forms of communication will be used for the immediate transmission of information regarding an emergency to all affected campus areas and for building and campus evacuation.

Responsibility for Initiating and Communicating Emergency Information
Local law enforcement and/or fire departments will be notified by calling 911.

Campus Security Authorities are responsible for disseminating emergency information to the College and larger community. They include personnel who are significantly responsible for student and campus activities and to whom crimes should be reported.

Title	Person	Phone	Office	Campus
VP, Student Services	Dena Holman	828.726.2737	F-110	Caldwell
Director, Security	Joshua Brewster	828.726.2237	E-115	Caldwell
Executive Director	Ronald Holste	828.297.3811 ext. 5245	W372-109	Watauga

Testing the System
Fire, lockdown, and evacuation procedures are tested annually and monitored by the Health and Safety Committee, local law enforcement, and fire department personnel.