



Belmont AbbeyTM

C O L L E G E

*That in all things God
may be glorified*

2026

Annual Security & Fire Safety Report

Containing Statistics for Calendar Years 2023, 2024, & 2025

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Belmont Abbey College Mission Statement

Our mission is to educate students in the liberal arts and sciences so that in all things God may be glorified. In this endeavor, we are guided by the Catholic intellectual tradition, the Apostolic Constitution *Ex Corde Ecclesiae*, and the Benedictine spirit of prayer and learning. Exemplifying Benedictine hospitality, we welcome a diverse body of students and provide them with an education that will enable them to lead lives of integrity, to succeed professionally, to become responsible citizens, and to be a blessing to themselves and to others.

Vision Statement

Belmont Abbey College finds its center in Jesus Christ. By His light, we grasp the true image and likeness of God that every human is called upon to live out. We strive to renew that likeness in all dimensions of College life through curricular and co-curricular programs of excellence and virtue based in the liberal arts, as practiced in the Catholic and Benedictine intellectual traditions.

By excellence and virtue, we mean the skills, attitudes, and stable dispositions of character that make possible the consistent practice of the good throughout the full range of human pursuits (scholarly, professional, and personal). Recognizing that each field has its own standards of excellence, we strive to achieve them, led by St. Benedict's desire "that in all things God may be glorified."

As a Benedictine institution, we find this glory especially revealed in the development of the whole person. Guided by the liberal arts, our goal is to be responsible stewards of the true, the beautiful, and the good. We welcome the talents of everyone, from any background and tradition, who is committed to fostering that development and contributing to the mission of the College. To the members of the Belmont Abbey College community, we offer a community animated by this vision where they may work towards their own full potential.

Policy for Preparing the Annual Report

The *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*, commonly referred to as the Clery Act, requires institutions of higher education receiving federal financial aid to report specified crime statistics on college campuses and to provide other safety and crime information to members of the campus community. Campuses must publish an Annual Security Report detailing statistics regarding reported crimes committed on campus and at affiliated locations for the previous three calendar years, and describing specified policies, procedures and programs regarding safety and security. This report also describes the College's timely warning and emergency notification policies and procedures as well as a fire log and related information for our residential facilities. This requirement of the *Clery Act* is intended to provide students and their families, as higher education consumers, with accurate, complete, and timely information about the safety of the campus so that they can make informed decisions.

Belmont Abbey College prepares an Annual Security Report to comply with the Clery Act. The Chief of Police and Dean of Student Life are responsible for compiling referrals for criminal offenses and disciplinary actions, respectively. Campus Police works closely with all constituencies of the College to provide security and safety on campus. Strong working relationships are fostered by invitations from College staff to Campus Police officers to participate in events, programming, training and educational efforts throughout the year.

Campus professional mental health counselors and pastoral counselors, when functioning within the scope of those official roles, are not designated as Campus Security Authorities (CSAs) and are not required by law or university policy to report crimes for inclusion in the annual Clery statistics.

While these individuals maintain a confidential relationship under professional ethics and state licensure, they are encouraged—if and when they deem it appropriate based on their professional judgment—to inform the individuals they counsel of voluntary, confidential procedures for reporting crimes to Campus Safety or local law enforcement. These voluntary reports allow the institution to track crime patterns, evaluate potential risks to the community, and include the statistical data in the Annual Security and Fire Safety Report without disclosing the personal identity of the individual involved.

The Annual Security and Fire Safety Report is published and disseminated to the campus community by October 1 of each year covering the previous calendar year. Hard copies of this report can be obtained at no cost by contacting Campus Police during normal business hours: campuspolice@bac.edu – 704-400-6200 – Raphael Arthur Hall Lobby (Office location).

Quick Reference Emergency Contacts



911 Emergencies
704-400-6200 BAC Campus Police

Belmont Police (non-emergency) **704-825-3792**
Gaston Police (non-emergency) **704-866-3300**
Belmont Fire (non-emergency) **704-825-0502**

Wellness Center

704-461-6877
Health and Counseling
Lower Level - Haid
9:00a-4:30p Mon-Fri

CaroMont Urgent Care-Belmont

980-834-8800
8:00a-8:00p; 7 days

Hotlines

Phoenix Mobile Crisis Unit 855-527-4747
Partners Counseling 833-353-2093
National Suicide Hotline 988
Mental Health Warm Line 855-733-7762
SAFE Alliance 980-771-4673
(Sexual Assault & Violence)

BAC Offices

Residence Life 704-461-7371
RA On-Duty 24/7 704-913-7799
Counseling Services 704-461-5065
Student Life 704-461-6724
Campus Ministry 704-461-6545
Title IX Coordinator 704-461-6713

Campus Police & General Safety Information

Belmont Abbey College Campus Police Mission Statement

The mission of the Belmont Abbey College Campus Police Department is to assist Belmont Abbey College in providing a safe and inviting environment for students, staff, faculty, and visitors and to support Belmont Abbey College in their mission.

Authority & Jurisdiction of Belmont Abbey Campus Police Department

Campus Police officers are empowered with full law enforcement/arrest powers under North Carolina General Statute 74E. Their jurisdiction includes all property owned or controlled by Belmont Abbey College and all state-owned or maintained roadways that bisect or run adjacent to campus property and all properties owned by the Monastic Community. Belmont Abbey Campus Police officers are charged with the apprehension of criminal offenders, criminal investigation, traffic enforcement/accident investigation, enforcement of all local, state, and federal laws, parking and traffic management and enforcement, community service, security of people and property, public safety, and serving warrants and summons on campus property.

Belmont Abbey Campus Police officers are responsible for deterring crime, maintaining the peace, and protecting lives and property within the campus community which has a high population density. Methods employed by campus police officers to make the campus safe include high visibility patrol, intervention in criminal acts in progress, investigation of criminal violations and mediation of disputes before they result in crimes.

Enforcement Policy

Belmont Abbey College campus police officers serve a different clientele than most police agencies and understand that one of the most important responsibilities as officers in this setting is education. Every campus police officer is also an educator.

The decision to prosecute criminally rests with the officer addressing a violation in consultation with the victim of the offense when a victim exists. Officers are trained thoroughly in applying laws and rules in an impartial manner. The officer decides based on what is fair to the offender, what is fair to the victim, what is fair to the College, and what is fair within the larger society. The officer also bases the decision on the seriousness of the offense, prior offenses committed by the person in question, the amount of harm done to the victim or the victim's property, the potential for property loss or injury for the violator, the victim, or innocent bystanders, the number of innocent people affected, the amount of disruption and disorder caused by the offense, the attitude of the offender, and the potential for additional harm or injury to the offender, the victim, or the victim's property in the future.

Finally, officers factor in their own role as educators. What level of action is necessary to provide an "educational experience" necessary to prevent future violations?

In most cases, our individual officers make these decisions. In some cases, they consult their supervisors. In other cases, a decision is made jointly among the officer, the supervisor, the Chief of Campus Police, the Dean of Student Life, the District Attorney, Student Affairs representatives, and other key officials.

Enforcement Alternatives

Every officer has these alternatives when making an enforcement decision when a violation of criminal law occurs:

- Verbal Warning
- Referral to College student conduct processes for on-campus hearings and disciplinary action
- Initiation of criminal charges through issuance of a state citation or arrest in the case of traffic violations and minor misdemeanors (which also initiates College judicial action).

Community Policing & Support

Community Policing

Community Policing involves engagement in all aspects to campus life and, when needed, conducting building surveys, distributing literature, and solving problems. Each campus police officer at Belmont Abbey College engages in community policing activities throughout the year to foster trust and build community between the police and our students and employees.

Directed Patrol

In normal circumstances, campus police officers do not patrol the living area of residence halls. Directed Patrol gives an officer a valid reason to enter the living area of a residence hall that can be easily explained to members of the public. Those reasons are (1) response to calls for service; (2) investigation of incidents which have occurred including the search for evidence and witnesses; and (3) distribution of information about crimes and violations which have occurred which may help members of the community learn how to protect themselves.

In situations where major crimes have occurred in a residence hall or any other building or area on campus, where a series of events have occurred which disrupt the peaceful atmosphere of a living area (such as repeated fire alarms, vandalisms, or thefts), or where reports are received of frequent underage drinking or drug use, officers will be instructed by the Chief of Police or by their supervisor to initiate directed patrol in that specific area. This may include the living areas of the residence halls. The focus of the patrol will be to prevent repeated offenses, restore order, identify, and apprehend violators, collect evidence, identify witnesses, and distribute crime prevention information.

Support for Residential Living Staff

While officers generally do not conduct routine patrol activities within the living areas of the residence halls, they will accompany Residence Life staff members on rounds in the residence halls upon request when their workload allows.

Reporting a Crime

All students, employees, and guests are encouraged to report all criminal incidents, accidents, and other emergencies accurately and promptly to Campus Police (or to the appropriate police agency if the crime occurs off campus). For criminal activity or emergencies, dial 911. For crimes that have already occurred and there is not danger of immediate further criminal activity and/or no one needs immediately medical assistance, call Campus Police at 704-400-6200. The College does not monitor non-College controlled off-campus residences or activity of its students. Nonetheless, per the student handbook, students can be held accountable for off-campus conduct if it is in violation of handbook policies. Members of the college community may submit voluntary, confidential crime reports to the Chief of Police for inclusion in the annual crime statistics without disclosing their personal identity. These reports allow the institution to track and response to possible crime trends and issue timely warnings to protect campus safety while fully respecting the reporter's desire for anonymity.

Students and employees should report all criminal offenses to Campus Police as soon as possible for the purpose of assessing the crime, distributing a potential timely warning notice, and for disclosure for the Annual Security and Fire Safety Report.

All College personnel and Campus Security Authorities must immediately report any sexual assault or crime involving a minor to local law enforcement or Campus Police pursuant to N.C.G.S. § 14-318.6, and to the County Department of Social Services if a parent, guardian, or caretaker is involved pursuant to N.C.G.S. § 7B-301. These state-mandated disclosures override internal confidentiality expectations and run parallel to Clery Act obligations, which require CSAs to submit a Clery Incident Report within 24 hours for statistical logging in the Annual Security Report. Failure to report crimes against minors to law enforcement is a Class 1 Misdemeanor under North Carolina law, and retaliation against anyone reporting in good faith is strictly prohibited.

Response to a Reported Crime

Campus Police is available 24/7/365 to take reports of crime on campus. They can be reached at 704-400-6200. Upon receiving information of a crime or other concerning activity, officers will respond to the situation, investigate, and file appropriate reports. The Chief of Police (or his/designee) can coordinate with local authorities for on or off campus crimes. Officers can also coordinate with Student Life, Residence Life, or other campus offices to handle situations through other means. Information obtained through criminal investigations that may have bearing on a student conduct investigation may be shared if it does not impede other investigations. Student conduct investigations may coincide with criminal investigations and may carry additional consequences depending on the nature of the crime and circumstances surrounding the specific situation. The College reserves the right to delay conduct investigations while criminal investigations and proceedings progress.

Crime Prevention, Access to Campus, and Access to Buildings

Belmont Abbey College Police Department has officers on duty 24 hours a day, 365 days a year. Officers make routine patrol of campus and ensure buildings are secured at set times based on events, classes, and business needs. All students, faculty and staff are asked to stay alert at all times and use best practices for securing rooms, belongings, spaces on campus and being safe:

- Do not prop suite doors, room doors, office doors or leave rooms unlocked
- Do not lend keys, ID cards or access codes to anyone
- Campus Police is available 24/7 for escort across campus
- Register your car (if applicable) with Campus Police and park in designated areas. Lock all valuables in your trunk, if they need to stay in your car at all
- Report all harassing phone calls, emails, text messages or social media posts to the appropriate offices
- If you see something or someone suspicious on campus, contact Campus Police (704-400-6200) right away.

Campus has two access points from Belmont-Mount Holly Road. Access to the residential side of campus is controlled after hours by security gates that can only be opened by approved student ID card access. These gates are closed between 10:00 PM and 6:00 AM seven (7) days a week. For more information on security gates including frequently asked questions, please [CLICK HERE](#).

Students are issued keys which allow them access to their building, suite, and room. These keys are coded to prevent a lost key from being associated with a particular room. Poellath, O'Connell, Cuthbert Allen and Raphael Arthur utilize a physical key only. St. Michael, St. Benedict, St. Scholastica, St. Gregory, and St. Gertrude utilize key card access and physical keys.

As part of their orientation experience, all new students receive awareness education on bystander intervention strategies including but not limited to:

- Notice and be aware when a situation may be occurring
- Interpret the situation as a problem that will need a response
- Assume personal responsibility to be a part of the solution
- Know what resources are available and determine a plan to help
- Take action and step into the situation

Maintenance of Campus Facilities

The grounds and facilities of Belmont Abbey College are maintained in a manner consistent with minimizing hazardous conditions. Campus Police and other support personnel regularly walk through campus and make note of any malfunctioning lighting, overgrown vegetation, and other physical conditions that could be considered unsafe. These issues are reported to maintenance staff or other responsible parties for correction.

Monitoring Off-campus Locations of Recognized Clubs and Organizations

Belmont Abbey College does not have any officially recognized clubs or organizations that own or control off-campus facilities. Criminal conduct is not monitored or recorded at such locations.

Security Awareness and Education

Through periodic education and awareness initiatives, Belmont Abbey College strives to inform and empower each member of the campus community to help provide a safe and welcoming environment. A sample of these programs and initiatives are included below. This list is not meant to be exclusive:

- Campus Police and other offices routinely review safety procedures for buildings on campus.
- Campus Police will communicate en masse with the College community if there are non-Clery crimes happening of which students, faculty and staff should be aware (ex. Online scams affecting multiple students, etc).
- Emergency procedures posters are posted around campus in high traffic areas like classroom buildings and in each residential suite. An example of this poster is included towards the back of this report.
- Resident Assistants receive yearly and ongoing training in critical response procedures, crisis management, conflict resolution, Title IX and facilities maintenance
- Residence Life staff make multiple nightly rounds of all residential facilities and report and safety, conduct or maintenance issues to appropriate offices
- Alcohol and drug education programming is provided through the student conduct, Student Life and Wellness Center
- New students receive important safety and security information through the New Student Orientation process. This applies to all new students to Belmont Abbey College including: residential, commuter, transfer and newly matriculated students.
- All students are required to complete Title IX and Hazing prevention courses annually.

Campus Security Authorities

Belmont Abbey College prefers that all crimes be reported to Campus Police for investigation and follow-up. Nonetheless, the College recognizes that members of our community would prefer to report crimes to others on campus. Campus Security Authorities (CSA) are officials of an institution who have significant responsibility for student and campus activities, including but not limited to, student housing, student discipline and campus judicial proceedings. An official is defined as any person who has the authority and the duty to act or respond to particular issues on behalf of the institution.

Those responsible for issuing timely warnings and proper reporting of crime include, but are not limited to:

- | | |
|-------------------------------------|--|
| - Chief of Staff | - Director of Residence Life |
| - Provost | - Residence Life Area Coordinators |
| - Vice President of Student Affairs | - Chief of Belmont Abbey College Campus Police |
| - Title IX Coordinator | - Belmont Abbey College Campus Police Officers |
| - Director of Human Resources | |

Campus professional mental health counselors and pastoral counselors, when functioning within the scope of those official roles, are not designated as Campus Security Authorities (CSAs) and are not required by law or university policy to report crimes for inclusion in the annual Clery statistics.

While these individuals maintain a confidential relationship under professional ethics and state licensure, they are encouraged—if and when they deem it appropriate based on their professional judgment—to inform the individuals they counsel of voluntary, confidential procedures for reporting crimes to Campus Safety or local law enforcement. These voluntary reports allow the institution to track crime patterns, evaluate potential risks to the community, and include the statistical data in the Annual Security and Fire Safety Report without disclosing the personal identity of the individual involved.

Timely Warnings and Emergency Notifications

Timely Warnings are issued for Clery Act crimes occurring within institutional Clery geography that campus safety officials determine present a serious or ongoing threat. The Chief of Campus Police evaluates incidents individually based on community risk and law enforcement needs. These notices include incident details and safety precautions, but victim identities are strictly withheld.

The College in conjunction with various campus offices, will distribute timely warning announcements when there appears to be an ongoing threat to the safety and security of persons on campus for the following crimes:

- Murder/non-negligent manslaughter
- Manslaughter by Negligence
- Sexual offenses/assaults
- Domestic violence, dating violence, and stalking
- Robbery
- Crime That May Target Certain Campus Populations
- Burglary
- Motor Vehicle Theft
- Arson
- Violation of Weapons Possession Law
- Aggravated Assault

Decisions concerning whether to issue a timely warning will be made on a case-by-case basis using the following criteria:

- Nature of the crime
- Continuing danger to the campus community
- Possible risk of compromising law enforcement efforts

Emergency Notifications are issued immediately upon confirming a significant emergency or dangerous situation on campus posing an active threat to health or safety. Covering both criminal and non-criminal events—such as active shooters, severe weather, or chemical spills—these alerts take priority. If an Emergency Notification is initiated for an incident, a separate Timely Warning is not required for that same event. Warnings may only be delayed if immediate release would compromise victim assistance or threat containment. If the threat is sudden and serious, a warning will be issued immediately and will be continually updated until the threat is contained or neutralized. The warning contains sufficient information about the nature of the threat to allow members of the campus to take protective action:

- A succinct statement of the incident
- Possible connection to previous incidents if applicable
- Date, time and location of the warning
- Description of the Suspect, if available
- Risk Reduction and Safety Tips

A victim's name or any other information that might identify a victim is always withheld from timely warnings. In some cases, the College may need to keep some facts confidential to avoid compromising an ongoing investigation.

The Chief of Police (or his designee), Dean of Student Life or the Associate Vice President of Marketing and Communications (or his designee) or the can issue timely warnings to the campus community. Emergency notifications can be communicated to students, faculty, and staff in one or all of the following ways:

- CrusaderAlert Text Message
- CrusaderAlert Phone Call
- BAC email notification
- Personal email notification
- Verbal communication in the moment

Pursuant to federal regulations, the institution conducts at least one annual test of its emergency response and evacuation procedures. These exercises may be announced or unannounced and range from tabletop scenarios to full-scale drills. Each test is formally documented with its date, time, description, and announcement status, while emergency plans are distributed alongside the test and hosted on the university website.

CrusaderAlerts

Belmont Abbey College uses Rave for mass emergency notifications. It is the main way that the College will communicate with all members of the Belmont Abbey College community in the event of an emergency or situation necessitating the community's attention and awareness. The system has the capability to text personal cell phone numbers, make phone calls with verbal directions, and email messaging. Students and all Belmont Abbey College employees are strongly encouraged to opt-in to the CrusaderAlert system to receive notifications on their mobile devices in the event of an emergency. Directions communicated to students on how to enroll in the Crusader Alert are as follows:

- Log into [MyAbbey](#) (Self-Service) and click on the "CrusaderAlert" tab on top.
- Enter your personal cell phone number and personal email address.



Campus Emergency Response

When the College determines that there is a significant emergency or dangerous situation involving an immediate threat to the health or safety of students and employees occurring on campus, an emergency notification will be issued. In order to confirm the emergency, the Chief of Police (or his designees), or the Director of Marketing and Communications (or his designees) will consult with appropriate local enforcement authorities, weather reporting stations, government emergency managers and other officials within the College or in the local community to confirm the emergency.

Upon confirmation, the College will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. The segment or segments of the College community to which it should be sent will be determined by the Chief of Police (or his designee), Dean of Student Life or the Director of Marketing and Communications (or his designee).

The Chief of Police, Dean of Student Life or Associate Vice President of Marketing and Communications (or any of their designees) can make emergency notifications to the College. Emergency notifications can be communicated to students, faculty, and staff in one or all of the following ways:

- CrusaderAlert Text Message
- CrusaderAlert Phone Call
- BAC email notification
- Personal email notification
- Verbal communication in the moment
- Activation of the Emergency Notification Siren and loudspeaker to communicate
- Alertus will take over the screen of any computer connected to the wired BAC network with emergency information
- Banner and updated information on BAC home website and all social media outlets

Active Shooter

An active shooter is one or more suspect(s) who, as police respond to the scene, are actively killing and/or causing serious, life-threatening bodily injury to multiple victims. The overriding objective of the suspect(s) appears to be that of mass murder, rather than other criminal conduct such as robbery or hostage taking. Often the threat is not contained and there is immediate risk of death and injury. These types of dynamic situations are considered the greatest threat on college campuses. Because these situations happen very quickly, leaves little or no time for proper planning and requires law enforcement to take immediate action. Active shooter events can and often develop into hostage situations upon the arrival of law enforcement.

Belmont Abbey Campus Police Department's officers are trained to deal with active shooter situations. Officer's primary objective will be to confront the suspect(s) and neutralize the threat.

The Campus Police Department can and will supply training and safety tips to the students, faculty and staff of the Belmont Abbey College community. These topics will include but not limited to:

- History of school shootings
- Mentality of an active shooter
- Active shooter in class or office
- Active shooter in the hallways
- Trapped with gunman
- Police response
- Safety Tips

Whether you are coming to class or working on campus, take ownership of making sure your location is safe.

- Be aware of your surroundings (e.g. location of exits, doorways, etc.)
- Report suspicious person to BACPD immediately
- Program BACPD patrol phone (704)-400-6200 in your cell phone
- 911 Calls from cell phones go to the Gaston County Police Department 911 Communications Center

Awareness, preparation, communication and rehearsal are key to staying safe on campus!

Shelter-in-Place Protocol

The purpose of an emergency shelter-in-place alert on campus is to limit human exposure to an apparent life-threatening, hostile or hazardous situation. A shelter-in-place alert is necessary in situations where there is reason to believe that exiting a sheltered area will expose individuals to greater danger than remaining in place.

The primary authority to initiate a shelter-in-place order will be Campus Police and/or the Gaston County Police Department 911 Communications Center. Should the situation warrant it, all faculty and staff have the authority to initiate an emergency shelter-in-place alert.

Situations where an emergency shelter-in-place order may be warranted include, but are not limited to:

- observing an armed intruder or shooter,
- a serious crime being committed in close proximity to campus, or
- any situation where exposure to outside hazards may endanger staff, faculty, students and/or visitors.

Anyone observing any one of these situations should immediately call 911 at and be prepared to answer detailed questions to describe the location and description of the perpetrator or event.

The Belmont Abbey College community will be notified through the CrusaderAlert system and by means of our Emergency Notification Siren. When the siren is sounded, everyone is to shelter in place in whatever building they are in at the time. And if outdoors they are to immediately move inside a building or structure and secure any outside doors. The CrusaderAlert system and Emergency Notification Siren will be utilized both to communicate a shelter in place/lockdown order and to communicate any specifics of the threat as the information becomes available. The College will test the Crusader Alert system periodically throughout the year.

In addition, individuals may be told by Campus Police personnel and/or Staff to go into lockdown, and encounter security personnel making their "lockdown rounds." However, Campus Police personnel will be performing critical duties, locking buildings, and communicating with other law enforcement agencies during the lockdown and may not be able to stop and provide individual directions. Therefore, it is important to know and follow the steps listed below.

Personal Response to Threats of Harm

The activation of the Emergency Notification Siren will signal the immediate need to lockdown and shelter in place. Persons who are outside (ex. on the Athletic fields, Abbey Lane, Quad, etc) should come inside the closest indoor facility if it is safe to do so. The CrusaderAlert will also be utilized to provide specific details as to the type emergency the campus is facing and will provide specific information and instructions as they become available.

Please note that most emergencies such as active shooter situations are fast moving and rapidly changing. This means the situation may have changed even before the previously known information can be transmitted. It is therefore vitally important that all students, faculty, and staff be observant to their surroundings at all times.

For this reason, the following options for other responses during a lockdown/active shooter situation are therefore given: Please note the following response types **SHOULD NOT REPLACE** common sense and/or experience. Students/staff should not typically deviate from **Lock Down/shelter in place** mode unless instructed

through the CrusaderAlert, Campus Police, or emergency responders. But based on their observation of the situation in their particular location, if the situation warrants it, the following response options are provided:

1. AVOID

- In extreme cases WITH NO OTHER OPTIONS and you face an imminent threat, the situation may dictate that you RUN
- Run if you are outside on a athletic field or parking lot
- If you are near a wooded area, these provide a very good option for cover and concealment
- Leave your belongings behind
- Keep your hands visible if law enforcement officers are present
- Follow directions of law enforcement officers
- Dial 911 when you are safe

2. BARRICADE

- If evacuating is not possible, find a place to hide where the Active Shooter is less likely to find you
- Hide if you cannot reach a secure classroom or you are unable to secure your door
- Be out of the shooter's view and away from doors and windows
- Provide protection if shots are fired in your direction
- Try to hide in a place that will not trap you or restrict your options for escape if that becomes possible
- Lock the door (if possible) and barricade the door with desks or filing cabinets
- Dial 911 if possible; if you cannot speak, leave the line open to allow the dispatcher to listen

3. CONFRONT

- Use this response only as a LAST RESORT and only if your life or the lives around you are in imminent danger
- Use chairs, heavy objects or improvise a weapon to attack the shooter
- Yell or shout at the shooter
- Seek control of the shooter's hands
- Dial 911 as soon as possible
- If you use this response type, stick with your decision and fight to survive.

When an intruder on campus is actively causing deadly harm or the threat of imminent deadly harm to people, you must immediately seek cover and call 911. Give as many details as possible relative to location, number of assailants, means of aggression, and other pertinent information.

General instructions for individuals on campus during an emergency lockdown:

- Remain calm.
- Do not sound the fire alarm to evacuate the building. People may be placed in harm's way when they are attempting to evacuate the building. If a fire alarm does go off during a lockdown, do not evacuate unless you smell smoke.
- Do not gather in open areas or hallways. These are not areas of shelter.
- Stay away from windows and doors.
- Do not leave until police or campus safety personnel contact you to confirm it is safe
- Follow instructions from police

Designated areas used for shelter depends on the situation at hand and what is the most efficient and safest at that time. Outside agencies and departments are also available to assist with locations such as Gaston County Office of Emergency Management during a potential fire or other hazardous situations.

Shelter-in-Place alerts may be used in the following situations:

- Active Shooter or serious crime (occurring or being committed) in close proximity to Campus
- Hazard material incident
- Extreme or dangerous weather condition.

Severe Weather

The region in which Belmont Abbey College is located is prone to snow and ice storms during the winter months. Additionally, the area is prone to tornadoes. When the National Weather Service is predicting such a storm, please use good judgment when venturing out and regularly check your email if possible. Do not call Residence Life or Campus Police about closings. This ties up the phone lines and prevents these offices from dealing with the emergency as is necessary. The primary means the college will employ to alert students to immediate threats from severe weather or closings will be the Crusader Alert. Please make sure to sign up through Self-Service.

- Threat assessments:
 - **Severe Thunderstorm/Tornado Watch:** Conditions are favorable for the development of severe weather.
 - **Severe Thunderstorm/Tornado Warning:** Imminent danger – storms or a tornado has been spotted
- If you are outside a building:
 - Move to the shelter area of the nearest buildings as quickly as possible.
 - Do not seek shelter under trees, near metal fences, or in exposed locations. Avoid open fields and tall objects.
 - Avoid conductive objects, such as utility lines and metal pipes.
 - If you cannot get into a building, seek shelter in a vehicle, ravine or ditch and lay flat. Stay away from water.
 - Do not park vehicles under electrical lines or trees. If you are in a vehicle, stay inside of it.
- If you are inside a building:
 - Stay indoors and stay away from doors, windows, metal objects, appliances and plumbing
- Avoid using land line telephones or computers. Lightning will travel through data lines.

Public Broadcast Information of Closings and Delays

In the event that Belmont Abbey College makes the decision to close or delay due to weather, the college will alert the following media outlets. Faculty, staff and students can consult these outlets for up to date information, in addition to the CrusaderAlert emails, phone calls and text messages. All social media and home webpages will be updated as well.

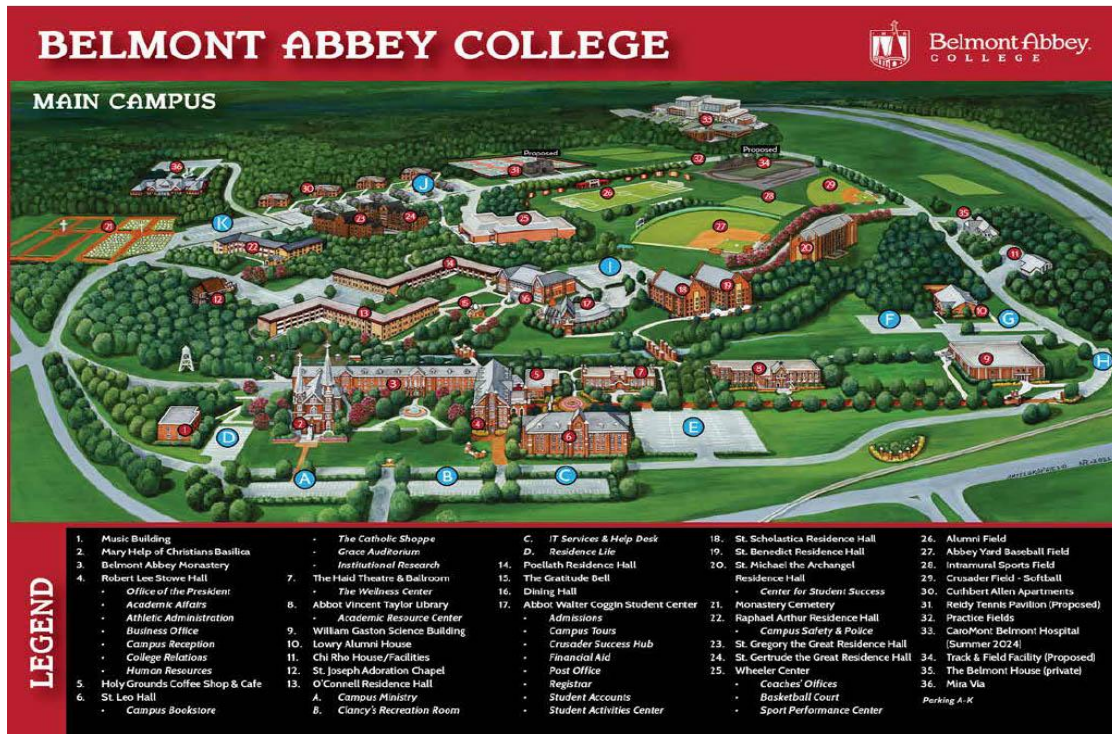
Alert Information

Listen: WFAE 90.7 FM, WSOC 103 FM **Watch:** WBTV, WSOC, WCNC

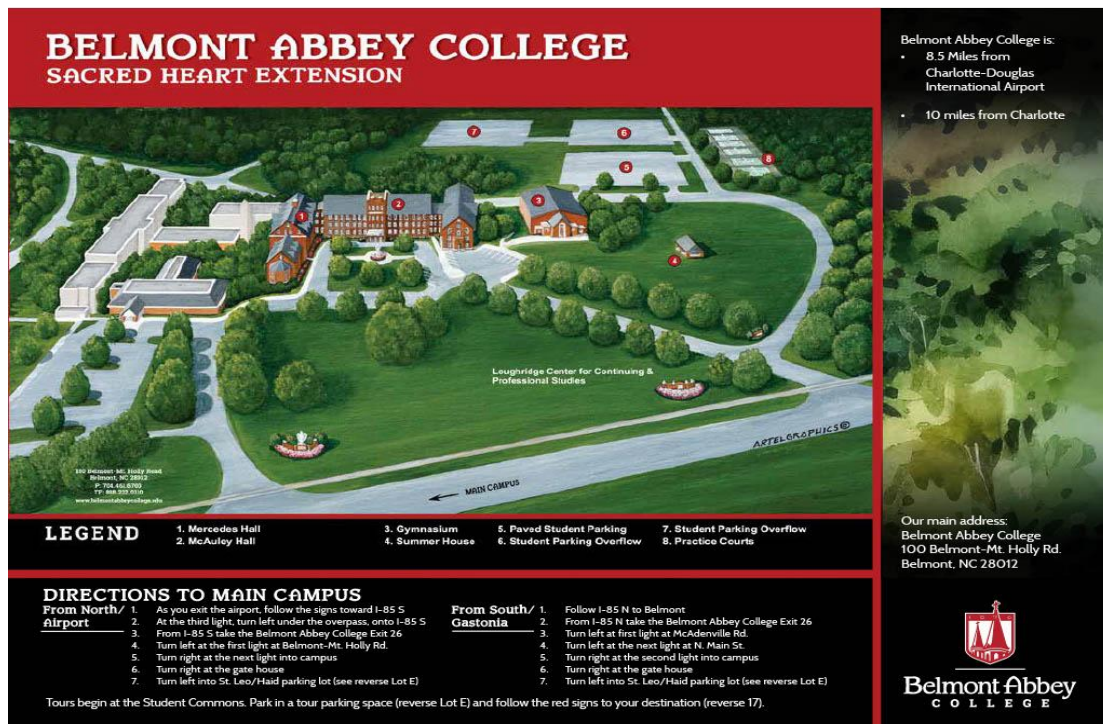
Campus-Wide Evacuation Locations

Building Name	Primary Rally Point	Secondary Rally Point
Adoration Chapel	O'Connell Parking Lot	Residence Life Office
Alumni House	Science Quad/Yard	Science Building
Basilica	Basilica Parking Lot	Stowe Hall
Chi Rho House	Softball Field	Alumni House
Cuthbert Allen Apartments	Cuthbert Allen Parking Lot	Wheeler Center
Haid	Haid Parking Lot	Library
Holy Grounds	Haid Parking Lot	Library
Library	Science Quad/Yard	Science Building
St. Benedict & Scholastica Halls	Baseball practice field	Student Commons
St. Michael Hall	Baseball practice field	Student Commons
St. Gregory & Gertrude Halls	Cuthbert Allen Parking Lot	Wheeler Center
O'Connell Residence Hall	Blessed Mother statue in front of the Dining Hall	Student Commons
Poellath Residence Hall	Blessed Mother statue in front of the Dining Hall	Student Commons
Raphael Arthur Residence Hall	Raphael Arthur parking lot	Wheeler Center
Science Building	Science Quad/Yard	Library
St. Leo's Hall	Haid Parking Lot	Haid
Stowe Hall	Haid Parking Lot	Haid
Student Commons	Student Commons Parking Lot	Haid
Wheeler Athletic Center	Soccer Field	Commons Parking Lot
Dining Hall	Quad/ Residence Life	O'Connell Parking Lot
Old Music Building	Basilica/ Yard	Basilica Parking Lot
Mercedes Hall/ Sacred Heart	Rear Parking Lot	Summerhouse
McAuley Hall/Sacred Heart	Rear Parking Lot	Summerhouse
Sacred Heart Gym	Summerhouse	Rear Parking Lot

Main Campus Map



Sacred Heart Extension



Disclosure of Campus Crime Statistics

Statistics from Local Law Enforcement Agencies

Each year the Chief of Police will collect any crime statistics of criminal activity that may have been investigated or controlled by an outside law enforcement that occurred on listed Belmont Abbey College property and territory. This effort is documented and maintained on file within the Belmont Abbey College Campus Police Department.

Mutual Aid Agreement

One of the most valuable tools North Carolina law enforcement agencies have at their disposal is the ability to share resources and expertise among agencies pursuant to mutual aid agreements. From the occasional need to borrow equipment to an extended undercover drug investigation and from the need for additional officers in time of a natural disaster to the ability of an officer from a city being able to assist an officer in the county, mutual aid agreements are exercised daily throughout the state. Departments both large and small occasionally need additional help, and mutual aid agreements enable officers to lend a helping hand in times of need. The Belmont Abbey College Campus Police Department is a participating member of the Centralina Council of Governments Regional Law Enforcement Mutual Aid Agreement. This agreement is renewed each year by June 1st, and a copy of the notarized agreement is kept on file within the Campus Police Department.

Daily Crime Log

The Belmont Abbey Campus Police Department records all alleged criminal incidents including non-Clery Act crimes that are reported to the Campus Police and Safety Officers regardless of how much time has passed since the alleged incident occurred. Crimes are recorded in the crime log by the date they are reported. This log is available for review by the public. There will be hard copy log backed up by an electronic crime log that includes information on all reported crimes including:

- The nature of the crime
- The date and time the crime occurred
- The general location of the crime
- The disposition of the complaint, if known

At least one officer at all times besides the Chief of Police will be trained to maintain the crime log. Instructions on how to review the log will be explained when contacting the Campus Police Department. Records are available for review in the Campus Police Office Located in Raphael Arthur Hall during normal business hours: Monday-Friday from 9:00am – 5:00 pm

Crime Definitions

Per Uniform Crime Reporting (UCR) Definitions used by the US Department of Education

- **Murder and Non-Negligent Manslaughter:** The willful killing of one human being by another.
- **Manslaughter by Negligence:** The killing of another person through gross negligence.
- **Robbery:** The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
- **Aggravated Assault:** An aggravated assault is an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by a means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used that could and probably would result in serious personal injury if the crime were successfully completed.)
- **Burglary:** Burglary is the unlawful entry of a structure to commit a felony or a theft. For reporting purposes, this definition includes: unlawful entry with intent to commit a larceny or a felony, breaking and entering with

intent to commit a larceny, housebreaking, safecracking, and all attempts to commit any of the aforementioned acts.

- **Motor Vehicle Theft:** Motor vehicle theft is the theft or attempted theft of a motor vehicle. (Motor vehicle theft is classified as any case where an automobile is taken by a person not having lawful access, even if the vehicle is later abandoned, including joy riding.)
- **Arson:** Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.
- **Liquor Law Violation:** The violation of laws or ordinances prohibiting: The manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned activities. (Drunkenness and driving under the influence are not included in this definition).
- **Drug Abuse Violation:** Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous nonnarcotic drugs (barbiturates, Benzedrine).
- **Weapons Violation:** The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as, the manufacture, sale, or possession of deadly weapons; the carrying of deadly weapons, concealed or openly; the furnishing of deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned acts.

Per National Incident-Based Reporting System Edition of the UCR Program

- **Sex Offenses:** Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.
- **Rape:** The carnal knowledge of a person, 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 or physical incapacity.
- **Sodomy:** Oral or anal sexual intercourse with another person, 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 or physical incapacity.
- **Sexual Assault with an Object:** To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, 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 or physical incapacity.
- **Fondling:** 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 or physical incapacity.
- **Incest:** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape:** Non-forcible sexual intercourse with a person who is under the statutory age of consent. If the offender used or threatened the use of force or the victim was incapable of giving consent because of his/her youth or mental impairment, either temporary or permanent, law enforcement should classify the offense as Rape, not Statutory Rape.
- **Domestic Violence:** The term "domestic violence" means felony or misdemeanor crimes of violence committed:
 - By a current or former spouse or intimate partner of the victim
 - By a person with whom the victim shares a child in common
 - By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner
 - By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
 - By any other person against an adult or youth victim who is protected from that person's acts
- **Dating Violence:** The term "dating violence" means violence committed by a person: (1) Who is or has been in a social relationship of a romantic or intimate nature with the victim and (2) The existence of such a relationship shall be based on the reporting party's statement and with consideration 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:
 - Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse
 - Dating Violence does not include acts covered under the definition of domestic violence 35

- Stalking: Means engaging in a course of conduct directed at a specific person that would cause a reasonable person to, a) fear for his or her safety or the safety of others; or b) suffer substantial emotional distress.

2023, 2024, & 2025 Campus Crime Statistics

Due to delays in construction and repairs in 2023, residential students were housed at local hotels in Belmont, NC and Mount Holly, NC near campus at various times throughout the year. Crime and disciplinary information for these additional locations are included in these statistics. Resident Assistants and other residential resources were made available to students at these locations during their time.

	On Campus			On Campus Student Housing Facilities			Non-Campus Buildings and Grounds			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025	2023	2024	2025
Murder and Nonnegligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Assault												
Rape	1	2	8	1	2	6	0	0	0	0	0	0
Fondling	4	3	3	4	3	3	0	0	1	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	1	1	0	0	1	0	1	0	0	0	0
Aggravated Assault	1	0	1	1	0	1	0	0	0	0	0	0
Burglary	0	0	1	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	1	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Arrests												
Liquor Law Violations	2	0	0	2	0	0	0	0	0	0	0	0
Drug Abuse Violations	2	0	0	2	0	0	0	0	0	0	0	0
Weapons Violations	0	0	2	0	0	2	0	0	0	0	0	0
Disciplinary Actions												
Liquor Law Violations	85	65	50	85	65	50	0	0	0	0	0	0
Drug Abuse Violations	19	9	14	16	9	14	0	0	0	3	0	0
Weapons Violations	0	6	4	0	2	4	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	1	0	0	1	0	0	0	0	0	0	0	0
Stalking	0	1	1	0	0	1	0	0	0	0	0	0
Hazing	n/a	n/a	0	n/a	n/a	0	n/a	n/a	0	n/a	n/a	0
Unfounded Crimes	1	1	2	1	1	2	0	0	0	0	0	0

Hate Crimes:

2023 No hate crimes reported

2024 No hate crimes reported

2025 No hate crimes reported

Note 1: Any incident occurring in **On Campus Student Housing Facilities** will also appear as an incident **On Campus**

Note 2: A crime is considered "unfounded" for Clery Act purposes only if sworn or commissioned law enforcement personnel make a formal determination that the report is false or baseless.

Alcohol and Drug Policies, Awareness and Education

In compliance with Section 120(a) through (d) of the Higher Education Act, Belmont Abbey College implements drug and alcohol abuse education programs, including wellness events, orientations, annual Resident Assistant training, alcohol-free programming, and educational sanctions as part of the student conduct process, including referrals to College counseling services, alcohol and drug educational programs, and partnerships with external treatment centers. Students receive the student handbook at the beginning of each semester which includes policies and information about drugs and alcohol.

The College upholds civil law, whether it pertains to traffic, drugs, disorderly conduct, alcohol, felonies, or other offenses. Each student is liable to sentence and appropriate penalty when he or she is found guilty of an infraction of law by civil authority or court. The College does not grant—indeed it cannot grant—immunity to a student simply because he or she is a student. Violations of civil law may result in additional sanctions imposed by the College, including penalties above and beyond those imposed by civil authorities.

The College's alcohol policy is in accordance with North Carolina State Law. According to North Carolina General Statute 18B-300—18B-302, use or possession of alcohol is restricted to those who are at least 21 years of age. In addition to sanctions issued by the Residence Life Department, legal sanctions for the unlawful possession, use, or distribution of alcohol can be imposed by the Campus Police Department of the College, the City of Belmont, Gaston County, or the federal government.

The College's drug policy is in accordance with Federal and North Carolina State Law. The unlawful use, possession, manufacture, or distribution of drugs, narcotics, drug paraphernalia, or other controlled and/or illegal substances on Belmont Abbey College property will not be tolerated under any circumstances. Legal sanctions for the unlawful use, possession, manufacture, or distribution of drugs, narcotics, drug paraphernalia, or of other controlled and/or illegal substances can be imposed by the Campus Police Department, the City of Belmont, or any other appropriate civil entity. Those found to be responsible for the manufacturing and/or distribution of drugs will be subject to suspension.

Students and employees are expected to abide by all local, state, and federal laws regarding controlled substances and alcohol. Violations of institutional drug and alcohol policies result in disciplinary sanctions up to and including suspension, expulsion, termination of employment, and referral to law enforcement for criminal prosecution. Sanctions for students are administered through the student conduct process; employee sanctions are processed through Human Resources in accordance with institutional policy. Beyond legal and conduct consequences, substance abuse poses severe short- and long-term health risks, including impaired cognitive function, cardiovascular disease, addiction, physical injury, overdose, and death. In compliance with FERPA, the College reserves the right to notify parents and/or legal guardians informing them of violations.

Belmont Abbey College's full alcohol and drug policies can be found in the [Student Handbook](#).

Firearms, Weapons and Dangerous Materials

Any failure to comply with these rules shall be subject to penalty by local, state, and federal law and also referred to the College's student conduct system. Firearms and other dangerous weapons are absolutely prohibited at all times on all College property. Firearms and weapons as defined in the student handbook and this report cannot be stored in vehicles.

Weapons include but are not limited to firearms, knives with a blade longer than 2 inches, dangerous weapons, slingshots, water guns, explosives, airsoft guns, bb guns, pellet guns, paintball guns, bows and arrows unapproved flammable fluids and materials, kerosene heaters, dangerous chemical mixtures, fireworks, or propelled missiles or any item which is used or could be used in a threatening manner.

Belmont Abbey College's full firearms, weapons and dangerous materials policies can be found in the [Student Handbook](#).

Hazing Policy

Hazing is strictly prohibited in all its forms (physical, psychological, ridicule, embarrassment, servitude, etc), intentions (voluntary, involuntary, intentional, unintentional, etc) and settings (on-campus, off-campus, private, athletics, clubs and organizations, scholarship programs, academics, etc). Belmont Abbey College prohibits all forms of hazing. Under federal law, hazing is defined as any intentional, knowing, or reckless act committed by an individual or group—regardless of the victim's willingness to participate—that occurs in connection with initiation into, affiliation with, or maintenance of membership in any student organization. Hazing includes any activity that creates an unreasonable risk of physical or psychological injury.

Additionally, per [North Carolina Law](#), it is unlawful for any student in attendance at any university, college, or school in this State to engage in hazing, or to aid or abet any other student in the commission of this offense. For the purposes of this section hazing is defined as follows: “to subject another student to physical injury as part of an initiation, or as a prerequisite to membership, into any organized school group, including any society, athletic team, fraternity or sorority, or other similar group.” Any violation of this section shall constitute a Class 2 misdemeanor.

Hazing activities and situations include but are not limited to the following:

- whipping, beating, striking, electronic shocking, placing of a harmful substance on someone’s body, or similar activity
- causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity
- causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances
- causing, coercing, or otherwise inducing another person to perform sexual acts
- any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct
- any activity against another person that includes a criminal violation of local, State, Tribal, or Federal law
- any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal, or Federal law.
- Hazing also includes forced participation in treasure hunts, scavenger hunts, road trips, or other activities that require participation to travel long distances and find their way back from isolated areas.

Organization at Belmont Abbey College is defined as any club, society, association, athletic team, club sports team, band, Greek organization, or student government entity in which two or more of the members are students enrolled at the university, whether or not the organization is established or recognized by the institution. Students and/or organizations that are found to be responsible for singular or institutionalized hazing will receive serious sanctions that can include, but not limited to: probation with stipulations, reformatting of an organization, suspension for a period of time, loss of official recognition, restitution and expulsion.

Passive participation in hazing (witness to hazing or participating in technological or in person communications where hazing is planned) without reporting can be considered a violation of this policy. Implied or expressed consent to hazing on the part of subjected to hazing is not a defense under this policy.

Belmont Abbey College delivers ongoing, research-informed hazing prevention and awareness programming to all students, faculty, and staff. Primary prevention strategies focus on promoting ethical leadership, building healthy group cohesion without high-risk rituals, and empowering campus members with practical bystander intervention skills. Training modules are delivered annually through orientation programs, student organization leadership workshops, athletic team briefings and employee education.

How to Report Hazing and Investigations

- Anyone who believes that he or she has experienced hazing themselves, has knowledge of hazing of another person, or is aware of a possible hazing incident involving someone in the Belmont Abbey College community should report to an office. All faculty, staff, and contract employees are mandated to report knowledge of hazing information.
 - Student Life - 704-461-6724
 - Campus Police - 704-400-6200
 - Online reporting form: https://cm.maxient.com/reportingform.php?BelmontAbbeyCollege&layout_id=3

Belmont Abbey College takes reports of hazing seriously. Investigative facts and information in reports will remain confidential to the level required by law.

When the College receives a report of hazing, the Dean of Students (or designee) immediately initiates an initial assessment. If the report indicates a potential threat to campus safety, interim measures—such as temporary suspension of organization activities or no-contact orders—may be issued immediately.

The formal resolution process includes:

1. **Notice:** Written notification of allegations provided to the involved student(s) or organization leadership.
2. **Fact-Finding:** An impartial investigation involving interviews and evidence collection.
3. **Adjudication:** A conduct meeting to determine responsibility using a preponderance of the evidence standard.
4. **Outcome & Sanctions:** Written notice of findings and any assigned sanctions, ranging from probation to loss of recognition or expulsion.
5. **Appeals:** A designated timeframe for either party to request an appeal based on procedural error or new evidence.

The College reserves the right to delay or run simultaneous conduct and criminal investigations when appropriate.

Students, clubs, organizations, athletics teams, and others found responsible for hazing can and will be subject to disciplinary actions including, but not limited to: probation, suspension, expulsion, loss of recognition, forfeiture of seasons, and/or any consequences as a result of criminal investigations. Employees of Belmont Abbey College found responsible for having knowledge of hazing and not reporting it or participating in hazing themselves will be subject to appropriate disciplinary action in accordance with College policies and referral for criminal investigation.

Public Disclosures and Reporting

In compliance with the Stop Campus Hazing Act, Belmont Abbey College maintains a public [Campus Hazing Transparency Report](#) on its website. This report lists all formal findings of responsibility of policy or conduct violations related to hazing by recognized student organizations over the past five years. The report is updated twice annually (or immediately following a final finding) and contains no personally identifiable student information, in compliance with FERPA. For each violation, the report provides:

- The name of the involved student organization.
- A brief description of the incident, including whether alcohol or drugs were involved.
- The findings and sanctions imposed by the College.
- Key dates: incident date, investigation start date, investigation ended and responsibility determined, and date official notice provided to student organization, following any appeals..

The Campus Hazing Transparency Report can be accessed on the College's Safety webpage: <https://belmontabbeycollege.edu/campus-safety/>

Hazing is a reportable crime category under the Jeanne Clery Campus Safety Act. All reported allegations of hazing are evaluated by Campus Police and logged for inclusion in the College's Annual Security Report (ASR). The ASR is published annually every October and is available to all current students, prospective students, and employees.

Clery Act & Campus Hazing Transparency Integration

Hazing is a reportable offense under federal law. The College handles off-campus reporting across two distinct reports:

- **Annual Security Report (ASR):** All reported allegations of hazing occurring within official Clery geography (on campus, public property immediately adjacent to campus, or non-campus property owned/controlled by the College or recognized student organizations) are evaluated by Campus Police and logged for inclusion in the College's Annual Security Report (ASR).
- **Campus Hazing Transparency Report (CHTR):** Any formal finding of responsibility against a student organization for a hazing policy violation will be published on the College's public Transparency Report, **regardless of where the incident occurred** (including off-campus private residences or off-site organization trips).

Missing Persons Policy

Anyone concerned that a residential student may be missing should report this concern immediately to a college official: Dean of Students, Chief of Campus Police, Director of Residence Life or other appropriate college personnel. Any official receiving such a report should immediately report it to Campus Police.

- Upon receiving the report, the college will make a good faith effort to contact the student by all means available. During this outreach, the appropriate College official will also gather pertinent information (attendance records, dining hall use, card access, printing, etc) to help gauge the student's interactions with various campus services and offices.
 - The Office of Residence Life and Campus Police will work together to cover the campus in search of the student while tracking down further information of the student's last whereabouts.
 - During this time, Campus Police will also be notified that a report of a missing student has been reported and is being investigated internally.
- When a student is officially reported missing and all other avenues to locate the student internally have been exhausted, the College will locate and verify emergency contact information from various sources (housing forms, wellness records, student information system, etc). The Dean of Students or his designee will attempt contact with the student's emergency contact listed in their housing application.
 - Emergency contact information is only accessible to authorized campus officials. This information can be shared with Belmont Abbey Campus Police and local authorities to aid in the investigation.
 - If the student is under the age of 18 and is not emancipated, the college will make a good faith effort to contact the student's custodial parent, legal guardian or designated emergency contact of the student.
- Regardless of age, the college will officially notify Campus Police and other constituencies (if needed) within 24 hours of a determination that the student is confirmed missing.
 - The above directive holds in cases where Campus Police was not the first entity informed of a missing person.
- At the time of registering for classes and/or signing up for housing for each semester, students will be asked to update their emergency contact information

Sex Offender Registry

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires institutions of higher education to issue a statement advising the campus community where information concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, volunteers' services or is a student. In North Carolina, this information is accessible at <http://nc.gov/sex-offender-registry>

TITLE IX SEX DISCRIMINATION & HARASSMENT POLICY

1.01 Notice of Nondiscrimination

Belmont Abbey College ("BAC"), in compliance with and as required by Title IX of the Education Amendments Act of 1972 and its implementing regulations ("Title IX") and other civil rights laws, as well as in furtherance of its own values as a higher education institution, does not discriminate on the basis of race, color, national origin, sex, pregnancy, disability, age, veteran status, or any other characteristic or status protected by applicable local, state, or federal law in admission, treatment, access to, or employment in, its programs and activities, except as otherwise permitted by law.

Discrimination and harassment are antithetical to the values and standards of the BAC community; are incompatible with the safe, healthy environment that the BAC community expects and deserves and will not be tolerated. BAC is committed to providing programs, activities, and an education and work environment free from discrimination and harassment. BAC is also committed to fostering a community that promotes prompt reporting and fair and timely resolution of those behaviors.

Inquiries concerning discrimination or harassment on the basis of sex may be referred to BAC's Title IX Coordinator, Mr. Roderick Golding. Exhibit A to this document provides Mr. Golding's contact information.

Inquiries concerning discrimination or harassment based on a protected characteristic or status other than sex may contact the director of Human Resources and Operations (for employees) or the vice president of student affairs (for students). Exhibit A also provides their contact information.

Individuals may also make inquiries regarding discrimination or harassment to the U.S. Department of Education's Office for Civil Rights by contacting the District of Columbia Office, 400 Maryland Avenue, SW, Washington, D.C. 20202-1475; Phone 800-421-3481; email: OCR@ed.gov.

1.02 Overview of This Policy.

Belmont Abbey College ("Belmont Abbey" or the "College") is a Catholic, Benedictine learning community committed to developing each member of the college community in mind, faith, and character for a life of meaningful work and service. Our identity as a Catholic, Benedictine institution is central to all we do and teach at Belmont Abbey College.

Belmont Abbey is owned by and affiliated with the Southern Benedictine Society of North Carolina, Inc., whose members are Benedictine Monks. The Monks founded the college on the basis of, and as an expression of, their Catholic faith. The Monks and the College itself believe that the Bible is the divinely inspired Word of God and thus has authority for all Christian life. On the basis of the Catholic faith, the Monks and the College also believe that the Church was founded by Jesus Christ and given authority by him authentically to interpret the Word of God and to teach with binding authority on questions of faith and morals. This authoritative teaching includes teaching about human sexuality and provides norms for morally acceptable behavior.

We affirm the dignity of all human beings and distinguish the inalienable dignity of each person from the behavioral choices a person makes. We believe that, as Catholics, we are called to treat all people with charity and respect, including those whose beliefs and behaviors differ from the teachings of the Catholic Church. We are not able, however, in good conscience to support or affirm choices and behaviors that conflict with our identity as a Catholic, Benedictine institution. We will make institutional decisions in light of this policy regarding housing, student admission and retention, appropriate conduct, employment, hiring and retention, and other matters.

The College is committed to maintaining and strengthening an environment founded on civility and respect. The College also is committed to providing programs, activities and an educational environment free from sex discrimination. The College is committed to fostering a community that promotes prompt reporting of all types of Sexual Misconduct and timely and fair resolution of reports of Sexual Misconduct, and in furtherance of that commitment, this Policy sets forth available resources (Exhibit A), describes Prohibited Conduct, and establishes procedures for responding to reports of Prohibited Conduct.

1.03 Prohibition on Sex Discrimination and Harassment, Retaliation, and Providing False Information or Interfering with a Grievance Process

This Policy prohibits discrimination and harassment on the basis of sex. BAC strongly encourages the prompt reporting of, and is committed to timely and fair resolution of, complaints of sex discrimination and harassment.

Sexual Harassment, as defined by Title IX and herein,¹ is a specific type of sex discrimination/harassment that includes Sexual Assault, Dating Violence, Domestic Violence, and Stalking and that BAC addresses using its Title IX Sexual Harassment Grievance Procedures, as required by Title IX.

This Policy also prohibits Retaliation, as defined by Title IX and herein. Complaints alleging Retaliation may be filed with the Title IX Coordinator and, at the discretion of the Title IX Coordinator, may be addressed under BAC's Title IX Sexual Harassment Grievance Procedures or other grievance procedures adopted by BAC.

Additionally, any individual who knowingly files a false Formal Complaint or who interferes with a BAC grievance process may be subject to disciplinary action. Interference with a grievance process may include, but is not limited to, attempting to coerce, compel, or prevent an individual from providing testimony or relevant information; removing, destroying, or altering documentation relevant to an investigation; or providing false or misleading information to BAC officials who are involved in the investigation and/or resolution of a Formal Complaint, or encouraging others to do so.

1.04 Reporting and Period of Limitations

A Complaint of Sexual Misconduct may be filed at any time, regardless of the length of time between the alleged Sexual Misconduct and the decision to file the Complaint. However, the College strongly encourages individuals to file Complaints promptly in order to preserve evidence for a potential legal or disciplinary proceeding. A delay in reporting may compromise the subsequent investigation, particularly if neither the alleged victim nor the Respondent is employed by or enrolled at the College at the time.

Any person (whether or not alleged to be the victim) may report sex discrimination or harassment, including Sexual Harassment, in person, by mail, by telephone, or by electronic mail, using the contact information for the Title IX Coordinator listed in Exhibit A, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. Such a report may be made at any time (including during non-business hours).

BAC *strongly encourages* all employees and other members of the BAC community to promptly report concerns regarding suspected or known discrimination/harassment on the basis of sex to the Title IX Coordinator.

In addition to the Title IX Coordinator, BAC has designated the following employees as individuals with the authority to institute corrective measures on behalf of BAC: President; Executive Vice President for Administration and Finance; Provost; Vice President for Advancement; Athletics Director; Associate Vice President of Human Resources and Operations; and Vice Provost and Dean of Students. Accordingly, these employees are *required* to report discrimination and harassment on the basis of sex to the Title IX Coordinator.

Additionally, BAC has designated the following employees as confidential resources for students.

Mr. Glen Aitken, Counselor – 704-461-5065

¹ Capitalized terms used herein are defined in Section 1.06.

Ms. Merideth Wilson, Counselor – 704-461-5077

Information about sex discrimination or harassment shared with these confidential resources typically will not be reported to other BAC personnel (including the Title IX Coordinator), to the Respondent, or to others, unless the disclosing individual gives their consent to the disclosure or the law requires it (as may be the case with abuse involving a minor or under conditions involving imminent physical harm, for example). (Confidential resources may report *non-identifying* statistical information to the Title IX Coordinator for recordkeeping and compliance purposes.)

BAC will address allegations of sex discrimination and harassment appropriately no matter the length of time that has passed since the alleged conduct. However, BAC strongly encourages prompt reporting to preserve evidence for a potential legal or disciplinary proceeding. Delay may compromise the ability to investigate, particularly if the individuals involved in the alleged conduct are no longer BAC students or employees.

HOW AND WHERE TO REPORT ALLEGED SEXUAL MISCONDUCT

For information regarding seeking medical assistance and emotional support as well as important contact information for local law enforcement agencies and hospitals, see Exhibit A attached to this Policy.

Because Sexual Misconduct may in some instances constitute both a violation of College policy and criminal activity, and because the College grievance process is not a substitute for instituting legal action, **the College encourages individuals to report alleged Sexual Misconduct promptly to campus officials and to law enforcement authorities, where appropriate.**

Individuals may choose not to report alleged Sexual Misconduct to such campus officials and/or law enforcement authorities. The College respects and supports the individual's decision with respect to reporting; nevertheless, the College may notify appropriate law enforcement authorities if required or warranted by the nature of the allegations at issue.

(a) Reporting to Local Law Enforcement:

Individuals may file a complaint directly with local law enforcement agencies by dialing 911. Individuals may contact any of the following for assistance in filing a complaint with local law enforcement:

- (i) The Belmont Abbey Campus Police Department, 24 hours a day, seven days a week, available by phone at 704-461-6200 and located in Raphael Arthur Hall residence hall,
- (ii) The College's Title IX Coordinator, Mr. Roderick Golding, from 8:00 a.m. to 5:00 p.m., Monday through Friday, available by phone at 704-461-6713 or by email at roderickgolding@bac.edu and located in Stowe Hall, Suite 115.
- (iii) The Office of Residence Life, from 8:00 a.m. to 5:00 p.m. Monday through Friday, available by phone at 704-461-6893 and located in O'Connell Hall.

Individuals may inform law enforcement authorities about Sexual Misconduct and discuss the matter with a law enforcement officer without making a formal criminal complaint (or a College Complaint). Individuals who make a formal criminal complaint may also choose to pursue a College Complaint simultaneously.

A criminal investigation into the matter does not exempt the College from conducting its own investigation. However, the College's investigation may be delayed temporarily while the criminal investigators are gathering evidence. In the event of such a delay, the College may take interim measures when necessary to protect the alleged victim and/or the College community.

Neither the results of a criminal investigation nor the decision of law enforcement to investigate or decline to investigate the matter is determinative of whether Prohibited Conduct, for purposes of the Policy, has occurred.

(b) Reporting to College Administration:

Individuals may choose not to report alleged Sexual Misconduct to campus officials. The College respects and supports the individual's decisions with respect to reporting; however, if information about Sexual Misconduct comes to the attention of the College, the College may (1) start an investigation even in the absence of a filed Complaint and/or (2) notify appropriate law enforcement authorities if required or warranted by the nature of the information of which it becomes aware.

Anyone wishing to make a Complaint under this Policy should contact one of the following individuals or offices:

- (i) Title IX Coordinator. The College's Title IX Coordinator is Mr. Roderick Golding, whose office is located in Stowe Hall, Suite 115. Mr. Golding may be contacted during business hours (8:00 a.m. to 5:00 p.m., Monday through Friday) by phone at 704-461-6713 or by email at roderickgolding@bac.edu.
- (ii) Campus Police Department. The Belmont Abbey Campus Police Department is located in Raphael Arthur residence hall. The Campus Police Department is also available by phone at 704-461-6200. Campus Police Officers are available 24 hours a day, seven days a week.
- (iii) Office of Residence Life. The Office of Residence Life is located O'Connell Hall. The Office of Residence Life is available during business hours (8:00 a.m. to 5:00 p.m., Monday through Friday) by phone at 704-461-6893.
- (iv) Human Resources Office. The Human Resources Office is located Stowe Hall, Suite 115. The Human Resources Office is available during business hours (8:00 a.m. to 5:00 p.m., Monday through Friday) by phone at 704-461-6714.

If any of the parties designated above is the Respondent or is otherwise at issue in a Complaint, or if an individual is otherwise uncomfortable making a complaint to one or more of the parties listed above, he or she may report alleged Sexual Misconduct to any other party or office listed above.

If an employee of the Belmont Abbey Campus Police Department, the Office of Residence Life, or the Human Resources Office receives a report of alleged Sexual Misconduct, that employee must promptly notify the College's Title IX Coordinator. An individual may report alleged Sexual Misconduct to a faculty or staff member other than those referenced above. No member of the College community may discourage an individual from reporting alleged incidents of Sexual Misconduct.

Reports of sexual misconduct can be made in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Human Resources office, or by any other means that results in the Human Resources office receiving the person's verbal or written report.

1.05 Applicability of Policy and Grievance Procedures

This Policy applies to any allegation of Sexual Misconduct made by or against a Student or an employee of the College or a third party, regardless of where the alleged Sexual Misconduct occurred, if the conduct giving rise to the report is related to the College's academic, educational, athletic, or extracurricular programs or activities. The College's disciplinary authority, however, may not extend to third parties who are not Students or employees of the College. Additionally, although there is no geographical limitation to invoking this Policy, Sexual Misconduct that is alleged to have occurred at a significant distance from the College and/or outside of College property may be more difficult for the College to investigate.

The Title IX Sexual Harassment Grievance Procedures apply only to allegations of Sexual Harassment in BAC's Education Program or Activity (as defined herein).²

BAC will address allegations of other types of sexual harassment (i.e., that do not meet the definition of Title IX Sexual Harassment) by: (1) using other student and employee conduct disciplinary procedures deemed appropriate by the Title IX Coordinator in consultation with other BAC administrators; and/or (2) with Supportive Measures, which are defined and discussed in more detail herein.

² And, at the discretion of the Title Coordinator, to related allegations of Retaliation.

1.06 Rights of Parents

When a student Complainant or Respondent is a minor or has a guardian appointed and their parent or guardian has the legal right to act on the student's behalf, then the parent or guardian may file a Formal Complaint on behalf of the student, although the student would be the "Complainant." In such a situation, the parent or guardian may exercise the rights granted to the student under this Policy, including requesting Supportive Measures and participating in a grievance process. Similarly, the parent or guardian may accompany the student to meetings, interviews, and hearings during a grievance process to exercise rights on behalf of the student, while the student's Advisor of choice may be a different person from the parent or guardian. Whether or not a parent or guardian has the legal right to act on behalf of an individual would be determined by state law, court orders, child custody arrangements, or other sources granting legal rights to parents or guardians.

Additionally, FERPA and its implementing regulations address the circumstances under which a parent or guardian is permitted to inspect and review a student's education records. However, in circumstances in which FERPA would not grant a party the opportunity to inspect and review evidence in connection with a grievance process, pursuant to Title IX and its implementing regulations, the student has an opportunity to do so, and a parent or guardian who has a legal right to act on behalf of the student has the same opportunity.

1.07 Definitions Applicable to Policy and Grievance Procedures

Capitalized terms used herein are defined as follows.

"Actual Knowledge" means notice of Sexual Harassment or allegations of Sexual Harassment to BAC's Title IX Coordinator; President; Executive Vice President for Administration and Finance; Provost; Vice President for Advancement; Athletics Director; Associate Vice President of Human Resources and Operations; and Vice Provost and Dean of Students. **"Notice"** as used in this paragraph includes, but is not limited to, a report of Sexual Harassment to the Title IX Coordinator.³

Assigned Title IX Coordinator. The "Assigned Title IX Coordinator" means either the Title IX Coordinator or the Deputy Title IX Coordinator assigned by the Title IX Coordinator to handle a given Complaint.

"Clery Act" refers to the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, which is a federal statute codified at 20 U.S.C. § 1092(f), with implementing regulations in the U.S. Code of Federal Regulations at 34 C.F.R. § 668.46. The Clery Act requires all colleges and universities that participate in federal financial aid programs to keep and disclose information about crime on and near their respective campuses.

"Complainant" refers to the individual who is alleged to have been subject to Prohibited Conduct. A Complainant may be:

1. A student or employee who is alleged to have been subjected to conduct that could constitute sex discrimination under Title IX or its regulations; or
2. A person other than a student or employee who is alleged to have been subjected to conduct that could constitute sex discrimination under Title IX or its regulations and who was participating or attempting to participate in the recipient's education program or activity at the time of the alleged sex discrimination.

Confidential Employee refers to designated College Employees who are relieved of the obligation to report individualized information about a reported or witnessed incident of Prohibited Conduct to the Civil Rights Director/Title IX Coordinator and to whom a Complainant may speak confidentially.

Consent. "Consent" is informed, freely and actively given and mutually understandable words or actions that indicate a willingness to participate in mutually agreed-upon sexual activity. Consent is mutually understandable when a reasonable

³ This standard is not met through imputation of knowledge based solely on vicarious liability or constructive notice. This standard also is not met when the only individual with Actual Knowledge is the Respondent. The mere ability or obligation to report Sexual Harassment or to inform a student about how to report Sexual Harassment, or having been trained to do so, does not qualify an individual as one to whom notice of Sexual Harassment or allegations of Sexual Harassment constitutes Actual Knowledge.

person would consider the words or actions of the parties to have manifested a mutually understandable agreement between them to engage in certain conduct with each other. Consent cannot be gained by ignoring or acting in spite of the objections of another.

Consent cannot be inferred from:

- 1) Silence, passivity, or lack of resistance alone;
- 2) A current or previous dating or sexual relationship alone (or the existence of such a relationship with anyone else);
- 3) Attire;
- 4) The buying of dinner or the spending of money on a date; or
- 5) Consent previously given (i.e., consenting to one sexual act does not imply consent to another sexual act).

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

Consent may never be given by:

- a) Minors, even if the other participant did not know the minor's age;
- b) Mentally disabled persons, if their disability was reasonably knowable to a sexual partner who is not mentally disabled; or
- c) Persons who are incapacitated (whether as a result of drugs, alcohol or otherwise), unconscious, asleep or otherwise physically helpless or mentally or physically unable to make informed, rational judgments. The use of alcohol or drugs does not diminish one's responsibility to obtain Consent and does not excuse conduct that constitutes Sexual Misconduct under this Policy.

If at any time during a sexual act any confusion or ambiguity is or should reasonably be apparent on the issue of consent, it is incumbent upon each individual involved in the activity to stop and clarify the other's willingness to continue and capacity to consent. Neither party should make assumptions about the other's willingness to continue.

Dating Violence. "Dating Violence" means violence committed by a person

- 1) who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- 2) where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - a) the length of the relationship,
 - b) the type of relationship, and
 - c) the frequency of interaction between the persons involved in the relationship.

"Day" means a calendar day, unless otherwise specified.

Deputy Title IX Coordinator(s). The College's "Deputy Title IX Coordinators" will be designated.

The Deputy Title IX Coordinators work under the oversight of the Title IX Coordinator to assist with the handling of Title IX-related Complaints. The Title IX Coordinator may, at his or her discretion, assign any of the Deputy Title IX Coordinators as the Assigned Title IX Coordinator in connection with a given Complaint.

Domestic Violence. “Domestic Violence” includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabiting with or has cohabited with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the State of North Carolina, as applicable, or 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 State of North Carolina.

“Education Program or Activity” means all of BAC’s operations and includes (1) locations, events, or circumstances over which BAC exercised substantial control over both the Respondent and the context in which the alleged Sexual Harassment occurred; and (2) any building owned or controlled by a student organization that is officially recognized by BAC.

“Education Record” has the meaning assigned to it under FERPA.

“FERPA” is the Family Educational Rights and Privacy Act, a federal statute codified at 20 U.S.C. § 1232g, with implementing regulations at 34 C.F.R. § 99. FERPA protects the privacy of student Education Records. FERPA grants to eligible students the right to access, inspect, and review Education Records, the right to challenge the content of Education Records, and the right to consent to the disclosure of Education Records.

Final Outcome Letter. The Hearing Panel shall provide the Complainant and Respondent with a Final Outcome Letter that is contemporaneous written notice of the written determination of the Hearing Panel. The Final Outcome Letter must include findings of fact, conclusions, and a rationale for any determination regarding responsibility and any disciplinary sanctions imposed on the Respondent.

“Formal Complaint” a document filed by a Complainant, or signed by the Title IX Coordinator, alleging Title IX Sexual Harassment against a Respondent and requesting that the college investigate the allegation of Title IX Sexual Harassment. A Formal Complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail, and must contain the Complainant’s physical or digital signature or otherwise indicate that the Complainant is the person filing the Formal Complaint.

Hearing Panel. A panel consisting of trained faculty and staff that assemble to hear Formal Complaints and responses regarding allegations of prohibited conduct.

“Incapacitated” means lacking the physical and/or mental ability to make informed, rational judgments. A person may be Incapacitated for a variety of reasons, including but not limited to being asleep or unconscious, having consumed alcohol or taken drugs, or experiencing blackouts or flashbacks.

Investigation: Upon receiving a Formal Complaint, the Title IX Coordinator will decide whether to sign the Formal Complaint to initiate the investigation process by considering factors such as:

1. The seriousness / nature of the allegations;
2. Whether the alleged behavior or conduct presents a threat to individuals other than the Complainant;
3. Whether effective measures can be put in place to protect the Complainant against continued physical or psychological harm or retaliation;
4. Whether delaying an investigation could reasonably result in the destruction or deterioration of potential evidence to corroborate or refute the allegations;
5. Whether the College has received other reports allegedly committed by the same individual(s); and
6. Any other information that has a reasonable bearing on the decision.

Investigation Report – an investigation report fairly summarizing relevant evidence prepared by the investigator at the conclusion of the investigation.

Mandatory Reporter A faculty or staff member with any knowledge (including firsthand observation) about a known or suspected incident of prohibited conduct must report the incident to the College's Title IX Coordinator (Excluded from this requirement are the College's Strictly Confidential Resources. Also excluded from this requirement are College students who are also employees, except the Resident Advisors.) No employee is authorized to investigate or resolve Complaints without the involvement of the College's Title IX Coordinator or an Assigned Title IX Coordinator.

Prohibited Conduct refers to any form of legally prohibited discrimination, harassment, and retaliation that is also prohibited under this Policy.

Respondent. A "Respondent" is an individual who has been accused of committing prohibited conduct.

"Retaliation" means (1) any adverse action (including direct and indirect intimidation, threats, coercion, discrimination, or harassment (including charges for conduct violations that do not involve sex discrimination or harassment or Sexual Harassment but that arise out of the same facts or circumstances as a report or Formal Complaint of sex discrimination or harassment or a report or Formal Complaint of Sexual Harassment) that is (2) threatened or taken against a person (a) for the purpose of interfering with any right or privilege secured by Title IX; or (b) because the person has made a report or Formal Complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing related to Title IX.⁴

Sexual Exploitation. "Sexual Exploitation" means any act of taking non-Consensual, unjust or abusive sexual advantage of another person for one's own advantage or benefit or to benefit or advantage anyone other than the person being exploited. Sexual Exploitation includes, but is not limited to:

- Causing or attempting to cause the incapacitation of another person in order to gain a sexual advantage over such person;
- Prostituting another person (i.e., personally gaining money, privilege or power from the sexual activities of another);
- Non-Consensual videotaping, photographing, or audio-taping of sexual activity and/or distribution of these materials via media such as, but not limited to, the Internet;
- Exceeding the boundaries of Consent (e.g., allowing another person to observe Consensual sex without the knowledge of or Consent from all participants);
- Voyeurism; and
- Knowingly or recklessly transmitting a sexually transmitted disease (including HIV) to another individual.

"Sexual Harassment" means conduct on the basis of sex that satisfies one or more of the following:

(1) an employee of the BAC conditioning the provision of an aid, benefit, or service on an individual's participation in unwelcome sexual conduct. (commonly referred to as *quid pro quo* harassment);

(2) unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to BAC's Education Program or Activity; or

(3) **"Sexual Assault"** means any actual, attempted, or threatened sexual act with another person without that person's Consent. Sexual Assault includes but is not limited to:

- i) Rape and attempted Rape;

⁴ Retaliation does not include (1) the exercise of rights protected under the First Amendment; (2) charging an individual with making a materially false statement in bad faith in the course of a grievance proceeding (provided, however, that a determination regarding responsibility alone is not sufficient to conclude that an individual made a materially false statement in bad faith); or (3) good faith actions lawfully pursued in response to a report of prohibited conduct.

- ii) Intentional and unwelcome sexual touching (including disrobing or exposure), however slight, with any body part or any object, by a man or a woman upon a man or a woman, without effective Consent, of a person's breasts, buttocks, groin, or genitals (or clothing covering such areas), or coercing, forcing, or attempting to coerce or force another to touch you, themselves, or a third party with any of these body parts or areas when such touching would be reasonably and objectively offensive;
- iii) Any sexual act in which there is force, violence, or use of duress or deception upon the victim;
- iv) Any sexual act perpetrated when the victim is unable to give Consent; and
- v) Sexual intimidation, which includes but is not limited to:
 - a. Threatening, expressly or impliedly, to commit a sexual act upon another person without his or her Consent,
 - b. Stalking or cyber-stalking, and
 - c. Engaging in indecent exposure.

(4) **"Dating Violence,"** as defined in 34 U.S.C. § 12291(a)(10): violence committed by a person—(A) who is or has been in a social relationship of a romantic or intimate nature with the alleged victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) the length of the relationship; (ii) the type of relationship; and (iii) the frequency of interaction between the persons involved in the relationship;

(5) **"Domestic Violence,"** as defined in 34 U.S.C. § 12291(a)(8): felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the alleged victim, by a person with whom the alleged victim shares a child in common, by a person who is cohabitating with or has cohabitated with the alleged victim as a spouse or intimate partner, by a person similarly situated to a spouse of the alleged victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth alleged victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction; or

(6) **"Stalking,"** as defined in 34 U.S.C. § 12291(a)(30): engaging in a course of conduct directed at a specific person that would cause a reasonable person to (A) fear for their safety or the safety of others; or (B) suffer substantial emotional distress.

Student. A "Student" is any person who is registered at the College or enrolled at the College (a) at the time of the alleged prohibited conduct *and* (b) at the time a Formal Complaint is filed.

"Supportive Measures" are non-disciplinary, non-punitive, individualized services offered as appropriate, as reasonably available, and without fee or charge to a Complainant and/or a Respondent before or after the filing of a Formal Complaint or where no Formal Complaint has been filed. Such measures are designed to restore or preserve equal access to BAC's Education Program or Activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or BAC's educational environment or deter Sexual Harassment.

Supportive Measures may include, but are not limited to, counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security, and monitoring of certain areas of the campus. BAC will maintain as confidential any Supportive Measures provided to a Complainant or a Respondent, to the extent that maintaining such confidentiality would not impair BAC's ability to provide the Supportive Measures. The Title IX Coordinator is responsible for coordinating the effective implementation of Supportive Measures.

Title IX Coordinator. The College's "Title IX Coordinator" is Mr. Roderick Golding, who may be contacted by phone at or by email at roderickgolding@bac.edu. The Title IX Coordinator has ultimate oversight responsibility for handling Title IX-related complaints and for identifying and addressing any patterns or systemic problems involving prohibited conduct.

The Title IX Coordinator is available to meet with individuals who are involved with or concerned about issues or College processes, incidents, patterns or problems related to prohibited conduct on campus or in College programs. All allegations involving Prohibited Conduct should be directed to the Title IX Coordinator.

Title IX Pool. A group of individuals comprised of college employees (faculty and staff) and non-employees (e.g., external legal professionals, consultants) who have completed a mandatory college Title IX Training on the current Title IX regulations, and impartiality, bias, and evidentiary relevance. These individuals must remain free from conflicts of interest and may not have served as the investigator or the Title IX Coordinator for the specific matter in which they serve on the hearing panel.

A. APPLICABILITY, COMPLAINT INTAKE, AND OVERARCHING PROVISIONS

2A.01 Applicability of Grievance Procedures

As noted above, these Grievance Procedures apply to allegations of Sexual Harassment in BAC's Education Program or Activity (and to related Retaliation, at the discretion of the Title IX Coordinator). BAC treats Complainants and Respondents equitably by providing remedies to a Complainant where BAC makes a determination of responsibility for Sexual Harassment against a Respondent under these Grievance Procedures and also by following these Grievance Procedures before imposing any disciplinary sanctions against a Respondent for Sexual Harassment.

2A.02 Obligation to Respond and Initial Outreach to Complainant

When BAC has Actual Knowledge of Sexual Harassment (or allegations thereof) against a person in the United States in its Education Program or Activity, BAC is obligated to respond and to follow Title IX's specific requirements, which are addressed and incorporated in these Grievance Procedures.

Promptly upon receiving allegations of Sexual Harassment against a person in the United States in BAC's Education Program or Activity, the Title IX Coordinator will contact the Complainant to discuss the availability of Supportive Measures with or without the filing of a Formal Complaint and to explain to the Complainant the process for filing a Formal Complaint.

Initial Meetings with the Assigned Title IX Coordinator.

- (i) Alleged Victim's Initial Meeting with the Assigned Title IX Coordinator.** As soon as is practicable, the Assigned Title IX Coordinator will contact the Complainant to schedule an initial meeting. At this initial meeting, the Assigned Title IX Coordinator will, as applicable:
- 1)** provide the alleged victim a copy of this Policy;
 - 2)** explain avenues for formal resolution and informal resolution (mediation) of a Formal Complaint;
 - 3)** explain the steps involved in a Sexual Misconduct investigation;
 - 4)** discuss confidentiality standards and concerns with the alleged victim;
 - 5)** provide the alleged victim a Sexual Misconduct Formal Complaint Form (a copy of which is attached to this Policy as Exhibit C) and determine whether the alleged victim wishes to file a Formal Complaint and participate in the College's investigation and resolution of the Formal Complaint⁵;
 - 6)** refer the Complainant to the College's Counseling Services office or other resources, as appropriate;
 - 7)** discuss protection from, and reporting of, Retaliation; and
 - 8)** discuss with the alleged victim, as appropriate, possible interim measures that can be provided to the alleged victim during the pendency of the investigative and resolution processes. The College may implement such measures if appropriate and reasonably available, whether a Formal Complaint has been filed (with either campus administrators or law enforcement agencies) or whether an investigation (by either campus administrators or law enforcement agencies) has commenced. Interim measures may include, but are not limited to:
 - a)** issuing no-contact orders to prevent any contact between the alleged victim, the Respondent, witnesses, and/or third parties;
 - b)** providing the alleged victim an escort to ensure that he or she can move safely between classes, work, and/or other activities;

⁵ An alleged victim who elects to file a Complaint and participate in the College's investigation and resolution of the Complaint becomes a Complainant for the purposes of this Policy. Even when an alleged victim is not cooperative or requests that the College not pursue an investigation, Title IX requires the College to take reasonable action in response to the information known to it. Thus, the College may take such measures as are deemed appropriate by the Assigned Title IX Coordinator.

- c) changing an alleged victim's or a Respondent's on-campus housing, if any, to a different on-campus location and providing assistance from College support staff in completing the relocation;
- d) arranging to dissolve a campus housing contract and offering a pro-rated refund;
- e) changing work arrangements;
- f) rescheduling class work, assignments, and examinations;
- g) arranging for the alleged victim to take an incomplete in a class;
- h) moving the alleged victim or the Respondent from one class section to another;
- i) permitting a temporary withdrawal from the College;
- j) providing alternative course completion options;
- k) providing counseling services; and
- l) providing academic support services.

Following the initial meeting with the alleged victim, the Assigned Title IX Coordinator will, if applicable, promptly determine the interim measures to be provided to the alleged victim. Such determination will be promptly communicated to the alleged victim (and in no event later than the point at which it is communicated to the Respondent) and the Respondent.

2A.03 Filing of a Formal Complaint

As noted in the Definitions section above, a Formal Complaint means a document filed by a Complainant or signed by the Title IX Coordinator alleging Sexual Harassment and/or retaliation against a Respondent and requesting that BAC investigate the allegation(s). At the time of filing a Formal Complaint, a Complainant must be participating in or attempting to participate in BAC's Education Program or Activity. A Formal Complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail, by using the contact information listed in Exhibit A and the Formal Complaint Form listed in Exhibit B. As used in this paragraph, the phrase "document filed by a Complainant" means a document or electronic submission that contains the Complainant's physical or digital signature or otherwise indicates that the Complainant is the person filing the Formal Complaint.

When the Title IX Coordinator believes that, with or without the Complainant's desire to participate in a grievance process, a non-deliberately indifferent response to the allegations requires an investigation, the Title IX Coordinator has the discretion to initiate the grievance process by signing a Formal Complaint. Where the Title IX Coordinator signs a Formal Complaint, the Title IX Coordinator is not a Complainant or otherwise a party under these Grievance Procedures. Furthermore, initiation of a Formal Complaint by the Title IX Coordinator is not sufficient alone to imply bias or that the Title IX Coordinator is taking a position adverse to the Respondent.

Once a Formal Complaint is initiated, an alleged victim will be referred to as a "Complainant," and an alleged perpetrator will be referred to as a "Respondent."

Requests Not to Investigate and Refusals to File a Formal Complaint or to Cooperate.

Alleged victims may (i) request that the College not investigate the information or allegation(s) reported, (ii) refuse to file a Formal Complaint, and/or (iii) refuse to cooperate in the investigation and/or resolution of allegation(s).

The College takes such requests and decisions seriously; however, such requests and decisions may limit the College's ability to investigate and take reasonable action in response to a Formal Complaint. In such cases, the College will evaluate such requests and decisions in the context of the College's commitment to provide a reasonably safe and non-discriminatory environment.

In order to make such an evaluation, the Assigned Title IX Coordinator may conduct a preliminary investigation into the alleged prohibited conduct and may weigh such requests and decisions against the following factors:

- (i) the seriousness of the alleged prohibited conduct;
- (ii) the alleged victim's age;
- (iii) whether there have been other Formal Complaints of prohibited conduct against the Respondent;
- (iv) the Respondent's right to receive information about the allegations if the information is maintained by the College as an "education record" under FERPA; and
- (v) the applicability of any laws mandating disclosure.

The Assigned Title IX Coordinator will inform the person requesting that the College not pursue an investigation, refusing to file a Formal Complaint and/or refusing to participate in the investigation or resolution of allegations of prohibited conduct if the College intends to pursue investigation and/or resolution in spite of the person's request or refusal.

Regardless of an individual's requests or decisions, Title IX requires the College to take reasonable action in response to the information known to it. Thus, the College may take such measures as are deemed necessary by the Assigned Title IX Coordinator.

Additionally, even if the College cannot take disciplinary action against the Respondent because of a refusal to file a Formal Complaint or participate in the investigation and/or resolution of allegations, to the extent practicable and appropriate, the College will take prompt action to limit the effects of the alleged prohibited conduct and to prevent its recurrence. For instance, the College may issue a "no-contact" order or take other appropriate interim measures to ensure an individual's safety even in the absence of a formal proceeding.

The Formal Complaint or other information regarding alleged prohibited conduct may also be used as an anonymous report for data collection purposes under the Clery Act.

2A.04 Notice of Allegations

Upon receipt of a Formal Complaint, the Title IX Coordinator will provide the Complainant and any known Respondent written notice of these Grievance Procedures and of the allegations of conduct potentially constituting Sexual Harassment, including sufficient details known at the time and with at least five days to prepare a response before any initial interview. Sufficient details include the identities of the parties involved in the incident, if known, the conduct allegedly constituting Sexual Harassment, and the date and location of the alleged incident, if known.

The written notice will include a statement that the Respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the grievance process. The written notice also will inform the parties that they may have an Advisor of their choice, who may be, but is not required to be, an attorney and that at appropriate junctures the parties and their Advisors may review and inspect evidence collected during the investigation. Additionally, the written notice will inform the parties of BAC's prohibition on knowingly making false statements or knowingly submitting false information during the grievance process.

If, in the course of an investigation, BAC decides to investigate allegations of Sexual Harassment involving the Complainant or Respondent that are not included in the original written notice of allegations, BAC will provide notice of the additional allegations to the parties whose identities are known.

Respondent's Initial Meeting with the Assigned Title IX Coordinator. If the alleged victim wishes to pursue a formal or informal resolution through the College or if the College otherwise deems that further investigation is warranted, as soon as is reasonably practicable after the Assigned Title IX Coordinator has issued the Notice of Allegations and investigation, the Assigned Title IX Coordinator will schedule an initial meeting with the Respondent. During the initial meeting with the Respondent, the Assigned Title IX Coordinator will, as applicable:

- 1) provide the Respondent, in writing, sufficient information consistent with state and federal privacy laws and, if applicable, the alleged victim's request for confidentiality, to allow him or her to respond to the substance of the allegation, including, if possible, the name of the Complainant and the alleged victim (if not the Complainant) and the date, location and nature of the alleged Sexual Misconduct;
- 2) provide the Respondent a copy of this Policy;

- 3) explain the College's procedures for formal resolution and informal resolution (mediation) of the Formal Complaint;
- 4) explain the steps involved in a Sexual Misconduct investigation;
- 5) discuss confidentiality standards and concerns with the Respondent;
- 6) discuss non-Retaliation requirements with the Respondent;
- 7) inform the Respondent of any interim measures already determined and being provided to the Complainant and the alleged victim (if not the Complainant) that directly affect the Respondent (e.g., changing his or her class schedule, or moving him or her to an alternate residence hall);
- 8) refer the Respondent to the College's Counseling Services office and other resources, as appropriate; and discuss with the Respondent, as appropriate, possible interim measures that can be provided to the Respondent (such as those set forth above) during the pendency of the investigative and resolution processes. The College may implement such measures if appropriate and reasonably available, whether a Formal Complaint has been filed or whether an investigation by either campus administrators or law enforcement agencies has commenced.

2A.05 Dismissal

BAC will investigate the allegations in a Formal Complaint; however, BAC *will* dismiss a Formal Complaint or a portion of the allegations therein if (1) the conduct alleged in the Formal Complaint, even if substantiated, would not constitute Sexual Harassment; (2) (unless the Formal Complaint is signed by the Title IX Coordinator) at the time of filing the Formal Complaint the Complainant was not participating in or attempting to participate in BAC's Education Program or Activity; (3) the conduct alleged in the Formal Complaint did not occur in BAC's Education Program or Activity; or (4) the conduct alleged in the Formal Complaint did not occur against an individual in the United States. Such a dismissal may take place at the conclusion of the investigation or at any time prior to the conclusion of the investigation.

Additionally, BAC *may* dismiss a Formal Complaint or a portion of the allegations therein if (1) the Complainant notifies the Title IX Coordinator in writing that the Complainant would like to withdraw the Formal Complaint or any allegations therein; (2) the Respondent is no longer enrolled or employed at BAC; or (3) despite efforts to do so, BAC is unable to gather evidence sufficient to reach a determination as to the Formal Complaint or allegations therein.

In the event the Title IX Coordinator determines that dismissal of a Formal Complaint or a portion of the allegations is appropriate, the Title IX Coordinator will promptly notify the parties in writing of the dismissal and the reasons for it. Dismissal does not impair BAC's ability to proceed with any appropriate investigatory or disciplinary actions under the Sex Discrimination and Harassment Policy or another BAC policy or procedure and/or to provide Supportive Measures to the parties.

Either party may appeal a decision to dismiss a Formal Complaint or a portion of the allegations on the following grounds by submitting a written appeal to the Title IX Coordinator within five days of the issuance of the written notice of the dismissal: (1) procedural irregularity that affected the decision to dismiss; (2) new evidence that was not reasonably available at the time of dismissal and that could affect the outcome of the matter; or (3) the Title IX Coordinator or other participant in the dismissal having a conflict of interest or bias for or against Complainants or Respondents generally or the individual Complainant or Respondent that affected the decision to dismiss.

The Title IX Coordinator will promptly notify the other party of the appeal, and the non-appealing party may submit a response to the appeal within three days of notification of the appeal.

The Title IX Coordinator will appoint an appeal officer and will contemporaneously share the appeal officer's name and contact information with the Complainant and the Respondent.

Within two days of such appointment, the Complainant, or the Respondent may identify to the Title IX Coordinator in writing alleged conflicts of interest or bias on the part of the appeal officer. The Title IX Coordinator will consider such statements and will promptly assign a different appeal officer if the Title IX Coordinator determines that a material conflict of interest or material bias exists.

The Title IX Coordinator will forward the Formal Complaint and any documents upon which the dismissal decision was based, as well as the appeal and any response to the appeal to the appeal officer.

Within seven days of receipt of those materials, the appeal officer will determine whether any of the grounds for appeal warrant overturning or modifying the dismissal. The decision by the appeal officer is final.

2A.06 Advisors

The Complainant and the Respondent may be accompanied to any meeting or proceeding under these Grievance Procedures by the Advisor of their choice, who may be, but is not required to be, an attorney. BAC will not limit the choice or presence of the Advisor for either the Complainant or the Respondent in any meeting or grievance proceeding.

Advisors, however, are not allowed to disrupt any such meeting or proceeding or to speak on behalf of the Complainant or the Respondent, with the exception of cross-examination during any Live Hearing conducted under these Grievance Procedures, which must be conducted by an Advisor and never personally by the Complainant or the Respondent.

Parties must provide the name and contact of their Advisor to the Title IX Coordinator in writing as soon as reasonably possible and must provide updated information if their Advisor changes.

If a party does not have an Advisor present at the Live Hearing, BAC will provide, without any charge to that party, an Advisor of BAC's choice who may be, but is not required to be, an attorney, to conduct cross-examination on behalf of that party.

Absent accommodation for a disability, the Complainant and the Respondent may not be accompanied by more than one Advisor or by other individuals during meetings or proceedings under these Grievance Procedures.

2A.07 Amnesty

BAC considers the reporting and adjudication of Sexual Harassment to be of paramount importance. BAC does not condone underage drinking or the use of illegal drugs; however, BAC may extend amnesty to Complainants, Respondents, witnesses, and others involved in a grievance process from punitive sanctioning for illegal use of drugs and/or alcohol when evidence of such use is discovered or submitted in the course of a grievance process. Similarly, BAC may, in its discretion, provide amnesty for other conduct code violations that are discovered in the course of a grievance process.

2A.08 Timing

BAC will make every reasonable effort to ensure that the investigation and resolution of a Formal Complaint occurs in as timely and efficient a manner as possible. The timelines set forth in these Grievance Procedures are guidelines and may be altered for good cause with written notice to the Complainant and the Respondent of any delay or extension and the reasons for the action. Good cause may include considerations such as the absence of a party, a party's Advisor, or a witness; concurrent law enforcement activity; natural disasters, pandemic restrictions, and similar occurrences; or the need for language assistance or accommodation of disabilities.

BAC will strive to complete its investigation and resolution of a Formal Complaint (not including an appeal, if applicable) within 90 days of the receipt of the Formal Complaint, absent extenuating circumstances. Live Hearings generally will take place within 20 days of the conclusion of the investigation. Within seven days of the conclusion of the Live Hearing, both the Complainant and the Respondent will receive a final outcome letter.

In extraordinary circumstances, either party may request an extension of any deadline by providing the Title IX Coordinator with a written request for an extension that includes reference to the duration of the proposed extension and the basis for the request. The Title IX Coordinator will review the request and will make a determination with regard to the request within three days.

2A.09 Written Notice of Meetings

BAC will provide, to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all Live Hearings, investigative interviews, or other meetings with sufficient time for the party to prepare to participate.

2A.10 Effect of Corollary Criminal Investigation

BAC's investigation may be delayed temporarily while criminal Investigator are gathering evidence. In the event of such a delay, BAC will implement any appropriate Supportive Measures and will evaluate the need for other actions necessary to assist or protect the Complainant, the Respondent, and/or the BAC community.

Neither the results of a criminal investigation nor the decision of law enforcement to investigate or decline to investigate a matter is determinative of whether Sexual Harassment has occurred in the eyes of BAC.

2A.11 Emergency Removal and Administrative Leave

BAC may remove a Respondent from BAC's Education Program or Activity on an emergency basis, provided that BAC first undertakes an individualized safety and risk analysis, determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of Sexual Harassment justifies removal, provides the Respondent with notice and an opportunity to challenge the decision immediately following the removal, and does so in accordance with the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act, as applicable.

Additionally, BAC may place a non-student employee Respondent on administrative leave during the pendency of BAC's response to allegations of Sexual Harassment provided that it does so in accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act.

2A.12 Effect of Respondent Withdrawal, Graduation, or Resignation During Grievance Process

At the discretion of BAC, if a Formal Complaint is dismissed because of or in connection with a Respondent's withdrawal, graduation, or resignation from BAC, BAC may reinstate and further investigate and resolve the Formal Complaint if the Respondent later seeks to re-enroll or work again at BAC.

2A.13 Privacy and Disclosure

Except as may be permitted by FERPA or as required by law or to carry out any investigation or resolution of sex discrimination or harassment allegations, BAC will keep private the identity of any individual who has made a report or Formal Complaint of sex discrimination or harassment (including any individual who has made a report or filed a Formal Complaint of Sexual Harassment, any Complainant, any Respondent, and any witness.

BAC may report alleged Sexual Harassment to local law enforcement if warranted by the nature of the allegations at issue, and BAC administrators will share information regarding alleged Sexual Harassment, as appropriate and necessary, in order to address and resolve the allegation(s) at issue, prevent the recurrence of similar Sexual Harassment, and address the effects of the Sexual Harassment. Additionally, information regarding alleged Sexual Harassment may be used as a statistical, anonymous report for data collection purposes under the Clery Act.

To comply with FERPA, Title IX, and other applicable laws and to provide an orderly process for the presentation and consideration of relevant information without undue intimidation or pressure, grievance processes carried out under these Grievance Procedures are not open to the general public. Accordingly, documents prepared in connection with such processes; documents, statements, or other information introduced in interviews, meetings, and proceedings; and the final outcome letter may not be disclosed outside of those processes except as may be required or authorized by law.

As permitted by and subject to the limitations of FERPA, BAC reserves the right to notify parent(s) or guardian(s) of a student Respondent of the outcome of any investigation involving that Respondent, redacting names of any other students who do not consent to the disclosure of their information. At the written request of a party, BAC may include a party's Advisor on communications and share access to documents, including the investigation report. This access is

subject to the Advisor's acknowledgment and agreement to maintain the confidentiality of the documents. While BAC strongly encourages parties to maintain privacy in connection with a grievance process, BAC does not prohibit parties from discussing the allegations under investigation or in any way inhibit the parties from gathering or presenting relevant evidence. In addition, BAC's policy does not prohibit disclosure of the Final Outcome Letter by either the Complainant or the Respondent.

2A.14 Confidentiality.

- (i) **Standard of Confidentiality (Applicable to All Complaints).** The College will respect and will make every feasible effort to properly preserve the confidentiality of the information shared by and the identities of the parties involved in Sexual Misconduct matters.

In keeping with this respect for confidentiality (and except as set forth in Section II(d)(ii) below), information regarding alleged Sexual Misconduct will generally be disclosed by College personnel only as follows:

- 1) The College's Responsible Employees will (and are obligated to) report information regarding alleged Sexual Misconduct to the Title IX Coordinator.
- 2) College personnel will (and are obligated to) handle information regarding alleged Sexual Misconduct in accordance with applicable local, state, and federal laws. For example, under conditions of potential imminent harm to the community, the College may be required by federal law to inform the community of the occurrence of the alleged incident(s) of Sexual Misconduct. Similarly, information regarding the alleged Sexual Misconduct may be used as an anonymous report for data collection purposes under the Clery Act.
- 3) College personnel may report alleged Sexual Misconduct to local law enforcement if warranted by the nature of the allegations at issue.
- 4) College administrators will share information regarding alleged Sexual Misconduct, as appropriate and necessary, in order to address and resolve the Formal Complaint at issue, prevent the recurrence of similar Sexual Misconduct, and address the effects of the Sexual Misconduct.

Please note that the College cannot control disclosures by students or third parties.

(ii) **Strict and Heightened Confidentiality.**

- 1) **Strict Confidentiality.** Anyone who would like the details of an incident to remain confidential may speak with any of the following strictly confidential resources:
 - Ordained priests, ordained deacons, ordained ministers, and professed religious (including the Benedictine monks of Belmont Abbey) who are acting in that capacity (or in a College role such as chaplain or campus minister) and whose religious order or denomination recognizes them as providers of confidential pastoral counseling or spiritual direction.
 - Certified spiritual directors at Belmont Abbey College who are acting in that capacity and whom the College recognizes as providers of confidential spiritual direction.
 - Licensed professional counselors in Belmont Abbey College Counseling Services (located in the Wellness Center, lower level of the Haid Building), along with counseling interns supervised by a licensed professional counselor.
 - Health service providers at the Belmont Abbey College Wellness Center.
 - Licensed professional counselors located off campus.
 - Off-campus sexual assault and domestic violence counselors, sexual assault centers, victim advocacy offices (such as AVID – Assault and Victimization Intervention and Deterrence, 704-864-0060), women's centers, and health centers.

These Strictly Confidential Resources will maintain confidentiality except when: (a) there is an extreme situation involving a clear and imminent threat to the individual or others; (b) abuse of a minor is

suspected; or (c) disclosure is otherwise permitted or required by law. In those situations, the confidential resource is obligated to notify the appropriate authorities. By contrast, anything an individual discloses in the Sacrament of Reconciliation (confession) will never be revealed by the priest under any circumstances; this obligation is protected by law.

- 2) Heightened Confidentiality.** If information regarding alleged Sexual Misconduct is shared with a Responsible Employee, the Responsible Employee is obligated to report that information to the Title IX Coordinator. If the alleged victim to whom the information pertains desires that the Title IX Coordinator not share the information with the Respondent or with others, even as appropriate and necessary to address the allegations, such individual must request that the College apply heightened confidentiality to such information. This request must be made to the Title IX Coordinator.

The College takes requests for heightened confidentiality seriously; however, such requests may limit the College's ability to investigate and take reasonable action in response to a Formal Complaint.⁶ The College must therefore evaluate heightened confidentiality requests in the context of the College's commitment to provide a reasonably safe and non-discriminatory environment. In order to make such an evaluation, the Title IX Coordinator may conduct a preliminary investigation into the alleged Sexual Misconduct and may weigh requests for heightened confidentiality against the following factors:

- (a) the seriousness of the alleged Sexual Misconduct;
- (b) the alleged victim's age;
- (c) whether there have been other Formal Complaints of Sexual Misconduct against the Respondent;
- (d) the Respondent's right to receive information about the allegations if the information is maintained by the College as an "education record" under FERPA; and
- (e) the applicability of any laws mandating disclosure.

The Title IX Coordinator will inform the person requesting heightened confidentiality of the College's limitations on maintaining heightened confidentiality and whether the College intends to pursue investigation and/or resolution in spite of the person's request.

Even when the College determines to abide by a request for heightened confidentiality (and even if such request limits the College's ability to take disciplinary action against the Respondent):

- (i) To the extent practicable and appropriate, the College will take prompt action to limit the effects of the alleged Sexual Misconduct and to prevent its recurrence. For instance, the College may take appropriate interim measures to ensure an individual's safety even in the absence of a College proceeding.
- (ii) Information regarding the alleged Sexual Misconduct may be included in College records, as necessary and appropriate.
- (iii) College personnel will (and are obligated to) handle information regarding alleged Sexual Misconduct in accordance with applicable local, state, and federal laws. For example, under conditions of potential imminent harm to the community, the College may be required by federal law to inform the community of the occurrence of the alleged incident(s) of Sexual Misconduct. Similarly, information regarding the alleged Sexual Misconduct may be used as an anonymous report for data collection purposes under the Clery Act.

⁶ A Respondent has a right to know the name of the accuser and information regarding the nature of the allegations in order to defend against the Complaint; thus, the College may not be able to both adjudicate the Complaint and maintain the confidentiality of the Complainant during that process.

Please note that the College cannot control disclosures by students or third parties.

2A.15 Conflicts of Interest, Bias, and Training

BAC will ensure that any individual designated by BAC as a Title IX Coordinator, investigator, decision-maker, or informal resolution facilitator under these Grievance Procedures does not have a conflict of interest or bias for or against Complainants or Respondents generally or an individual Complainant or Respondent.

If any employee designated to participate in the investigation or resolution of a Formal Complaint is the Respondent or a relevant witness, then the Title IX Coordinator will appoint another employee to perform their duties. (If the Title IX Coordinator is the Respondent, then the President will appoint another employee to perform their duties.)

BAC also ensures that Title IX Coordinators, Investigator, decision-makers, Advisors, and informal resolution facilitators receive training, as applicable, on the definition of Sexual Harassment; the scope of BAC's Education Program or Activity; how to conduct an investigation and grievance process, including Live Hearings, appeals, and informal resolution processes; and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias.

BAC further ensures that decision-makers receive training on issues of relevance of questions and evidence, including when questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant, and that Investigator receive training on issues of relevance to create an Investigation Report that fairly summarizes relevant evidence. Additionally, BAC ensures that decision-makers receive training on any technology to be used at live hearings.

Materials used to train Title IX Coordinators, Investigator, decision-makers, Advisors, and informal resolution facilitators will not rely on sex stereotypes and promote impartial investigations and adjudications of Formal Complaints of Sexual Harassment.

2A.16 Burden of Proof

At all times, the burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility rest on BAC, not on either of the parties. The standard of proof will be the preponderance of the evidence, which means that the evidence more likely than not demonstrates a finding of responsibility on the part of the respondent.

2A.17 Presumption of No Responsibility until Determination

Respondents are presumed to be not responsible for alleged Prohibited Conduct until BAC makes a determination regarding responsibility pursuant to these Grievance Procedures.

2A.18 Objective Evaluation of All Relevant Evidence; Credibility Determinations

The Investigator and decision-makers under these Grievance Procedures will objectively evaluate all relevant evidence, including both inculpatory and exculpatory evidence, and will not make any credibility determinations based on a person's status as a Complainant, Respondent, or witness.

2A.19 Academic Freedom

BAC affirms its commitment to academic freedom but notes that academic freedom does not allow any form of Prohibited Conduct. BAC recognizes that an essential function of education is a probing of opinions and an exploration of ideas, some of which, because they are controversial, may cause students and others discomfort. This discomfort, as a product of free academic inquiry within a faculty member's area(s) of expertise, shall in no way be considered or construed to constitute Sexual Discrimination. Academic inquiry may involve teaching, research and extramural speech. Furthermore, nothing in this document shall be interpreted to prohibit bona fide academic requirements for a specific BAC program or activity. When investigating Formal Complaints that a party or the Title IX Coordinator believes may involve issues of academic freedom, the Title IX Coordinator will consult with the Vice President for Academic Affairs with respect to contemporary academic practices and standards.

2A.20 Documentation

BAC will retain documentation (including but not limited to any Formal Complaint, notifications, recording or transcripts of interviews, Investigation Report, written findings of fact, petitions for appeal, notifications of decisions (including the final outcome letter), audio recordings of Live Hearings, and written communication with the Complainant and Respondent), for no less than seven years.

2A.21 Consolidation of Formal Complaints

BAC may consolidate Formal Complaints as to allegations of Sexual Harassment against more than one Respondent, by more than one Complainant against one or more Respondents, or by one party against the other party where the allegations of Sexual Harassment arise out of the same facts or circumstances. Where a grievance process involves more than one Complainant or more than one Respondent, references in these Grievance Procedures to the singular “party,” “Complainant,” or “Respondent” include the plural, as applicable.

2A.22 Individuals with Disabilities

BAC will make arrangements to ensure that individuals with disabilities are provided appropriate accommodations, to the extent necessary and available, to participate in BAC’s grievance processes. Student requests for accommodation must be made to Ms. Kimberly Stallings, Coordinator of Accessibility Services at 704-460-6228 or kimberlystallings@bac.edu. All other requests for accommodation must be made to Mr. Rod Golding at roderickgolding@bac.edu.

B. THE INVESTIGATION

2B.01 Appointment of Investigator and Challenging of the Same

The Assigned Title IX Coordinator’s Initial Determination Not to Proceed.

The Assigned Title IX Coordinator will determine that further investigation of a Formal Complaint should be conducted unless it is clear on the face of the Formal Complaint and/or based on the Assigned Title IX Coordinator’s initial meetings with the parties that no reasonable grounds exist for believing that the Respondent engaged in Prohibited Conduct.

In the event that the Assigned Title IX Coordinator determines that further investigation is not warranted, he or she will determine and document (in consultation, as necessary, with the Complainant, Respondent, and other College administrators) the appropriate resolution of the Formal Complaint and inform the parties of the same.

The Complainant and/or the Respondent may appeal the Assigned Title IX Coordinator’s decision in writing to the college’s Vice President for Finance, Administration, and Operations within ten days of receipt of the notice of closure.⁷ Following the receipt of an appeal, the Vice President for Finance, Administration, and Operations will make a determination as to whether the Formal Complaint should proceed or the case should be closed and whether any additional or different remedial action is necessary. The Vice President of Finance will notify the Complainant and the Respondent concurrently of his or her decision, which shall be final.

The Appointment of the Investigator.

If the Assigned Title IX Coordinator determines that further investigation is warranted, he or she will promptly appoint an Investigator and will share his or her name and contact information with the Complainant and the Respondent and will forward the Formal Complaint to the Investigator.

⁷ If the Vice President of Finance, Administration, and Operations is the Complainant or Respondent, then the Title IX Coordinator will appoint another College administrator to stand in the Vice President of Finance, Administration, and Operations role in performing the duties under this Policy.

Within three days of such appointment, the Investigator, the Complainant or the Respondent may identify to the Assigned Title IX Coordinator in writing any real or perceived conflicts of interest posed by assigning such Investigator to the matter. The Assigned Title IX Coordinator will carefully consider such statements and will assign a different individual as Investigator if it is determined that a material conflict of interest exists.

2B.02 The Investigator's Activities

Upon receipt of the Formal Complaint, the Investigator will promptly begin his or her investigation.

Notice of Investigation and Allegations– The Investigator shall notify the Complainant and Respondent in writing that an investigation of the Formal Complaint has been opened (“notice of investigation” or “NOIA”). The notice must include sufficient details known at the time and provide the Respondent with sufficient time to prepare a response before any initial interview. Sufficient details include:

- A meaningful summary of all allegations
- The identity of the involved Parties (if known)
- The precise misconduct being alleged
- The date and location of the alleged incident(s) (if known)
- The specific policies/offenses implicated
- A description of, link to, or copy of the applicable procedures
- A statement that the Parties are entitled to an equal opportunity to access the relevant and not otherwise impermissible evidence
- The name(s) of the Investigator(s), along with a process to identify to the Civil Rights Director/Title IX Coordinator, in advance of the interview process, any conflict of interest that the Investigator(s) may have
- A statement that the University presumes the Respondent is not responsible for the reported misconduct unless and until the evidence supports a different determination
- A statement that determinations of responsibility are made at the conclusion of the process and that the Parties will be given an opportunity during the review and comment period to inspect and review all relevant evidence
- A statement that retaliation is prohibited
- Information about the confidentiality of the process, including that the Parties and their Advisors (if applicable) may not share the College’s work product obtained through the Resolution Process
- A statement that the Parties may have an Advisor of their choice who may accompany them through all steps of the Resolution Process
- A statement informing the Parties that the University’s Policy prohibits knowingly making false statements, including knowingly submitting false information during the Resolution Process
- Details on how a party may request disability accommodations during the Resolution Process
- An instruction to preserve any evidence that is directly related to the allegations

Amending Notice – If, in the course of an investigation, the Investigator decides to investigate allegations about the Complainant or Respondent that are not included in the notice of investigation, the Investigator must provide notice of the additional allegations to the parties whose identities are known.

The Investigator shall take proceed with the investigation, including taking the following measures:

- 1)** conducting interviews with the Complainant, the Respondent, and third-party witnesses (including expert witnesses, where applicable) and summarizing such interviews in written form;
- 2)** visiting, inspecting, and taking photographs at relevant sites; and
- 3)** where applicable, collecting and preserving relevant evidence (in cases of corresponding criminal complaints, this step may be coordinated with law enforcement agencies).

Throughout the investigation, the Investigator will remain neutral.

The Investigator will complete a written Investigation Report that includes items such as summaries of all interviews conducted, photographs, and descriptions of relevant evidence, summaries of relevant electronic records, and a detailed report of the events in question (the "Investigation Report"). The Investigator will share the Investigation Report with the Assigned Title IX Coordinator, who will distribute it, concurrently, to the Complainant and the Respondent. All parties to whom the Investigation Report is distributed pursuant to this Policy must maintain it in confidence.

2B.03 The Investigation Report and Evidence Review

The Investigator will prepare a written Investigation Report that fairly summarizes relevant evidence and includes items such as the Formal Complaint, written statements of position, summaries or transcripts of all interviews conducted, photographs, descriptions of relevant evidence, and summaries or copies of relevant electronic records.

Prior to the completion of the Investigation Report, the Investigator will send to each party and the party's Advisor, if any, an electronic or hard copy of any evidence obtained during the investigation that is directly related to the allegations raised in the Formal Complaint, including (1) any evidence upon which BAC does not intend to rely in reaching a determination regarding responsibility; and (2) both inculpatory and exculpatory evidence.

The parties have ten days from the time that the evidence is provided to submit to the Investigator a written response to the evidence. In the response, the parties may address the relevancy of any evidence that the parties believe should be included in or excluded from the Investigation Report and may also address any further investigation activities or questions that they believe are necessary. If a party wishes to submit additional evidence at this stage, they should explain how the evidence is relevant and why it was not previously provided.

If, before issuance of the Investigation Report, the Investigator gathers or receives additional evidence that is directly related to the allegations in the Formal Complaint, the Investigator must send it to the Parties and the Parties must have at least ten (10) days to submit a written response.

At least ten days prior to the Live Hearing, the Investigator will send an electronic or hard copy of the Investigation Report to each party and the party's Advisor, if any. Any response a party wishes to make to the Investigation Report may be included in that party's pre-hearing statement, which is discussed more below in Section 2C.05.

Due to the sensitive nature of the Investigation Report, neither the parties nor their Advisors may copy, publish, photograph, print, image, record or in any other manner duplicate the report. Parties who violate these restrictions may be disciplined, and Advisors who violate these restrictions may be disciplined and/or be barred from further participation in the grievance process.

Nothing in this document restricts the ability of either party to discuss the allegations under investigation or to gather, preserve, and/or present relevant evidence.

2B.04 Submission of Evidence; Expert Witnesses

Any evidence that the parties wish for the Live Hearing officer/panel to consider should be presented to the Investigator as early as possible during the investigation process. Evidence that is not submitted in a timely manner and prior to finalization of the Investigation Report will be excluded from the Live Hearing.

Similarly, all relevant witnesses should be identified to the Investigator as early as possible during the investigation. The hearing officer/panel will not call or consider written statements from witnesses who were not identified to the Investigator and interviewed during the investigation.

Any party who wishes to present testimony from an expert witness should identify that witness by providing the witness's name, contact information, and a summary of (1) the witness's qualifications to offer expert testimony; and (2) any opinions the witness expects to offer related to the allegations or evidence. Any evidence upon which the witness relies must be provided to the Investigator and will be made available to the other party and his/her Advisor, as well as to any expert witness the other party has identified. This information must be provided as early as possible in the investigation and in no event later than finalization of the Investigation Report. The parties must make any expert witnesses available

to be interviewed by Investigator and to testify at the Live Hearing. If an expert witness is not available to provide live testimony at the hearing, the hearing officer/panel must disregard any information submitted by that expert.

C. HEARING AND APPEALS

2C.01 The Formal Resolution Process

Unless a Formal Complaint is dismissed or the parties elect to participate in informal resolution pursuant to section 2.D.01 below, following the investigation, the appointed hearing officer/panel will conduct a Live Hearing in which they may question the Complainant, the Respondent, and any witnesses whose testimony the hearing officer/panel deems relevant. During the Live Hearing, the hearing officer/panel and the parties may also question the Investigator as necessary to clarify information provided in the Investigation Report.

Respondent's Acknowledgment of Responsibility.

At any time the Respondent may elect to acknowledge his or her actions and take responsibility for the alleged Prohibited Conduct. In such a situation, the Assigned Title IX Coordinator will propose sanction(s) for the Respondent. If either the Complainant or the Respondent objects to such proposed sanction(s), then the Hearing Panel will convene for the exclusive purpose of determining a sanction, which determination may be subject to appeal pursuant to Sections 2C.18 through 2C.25 of this Policy.

2C.02 Appointment of the Hearing Officer/Panel and Challenging of the Same

The Title IX Coordinator will appoint a hearing officer/panel, who will administer the Live Hearing, serve as the decision-maker regarding responsibility, and (as applicable) assign sanctions. The hearing officer/panel may be a BAC employee or non-employee. The Title IX Coordinator will contemporaneously share the hearing officer's/panel name(s) and contact information with the Complainant and the Respondent. The Title IX Coordinator will provide to the hearing officer/panel the Formal Complaint, all evidence directly related to the allegations, the parties' written responses to the evidence, and the Investigation Report.

Within two days of such appointment, the Complainant or the Respondent may identify to the Title IX Coordinator in writing any alleged conflicts of interest or bias on the part of the hearing officer/panel. The Title IX Coordinator will carefully consider such statements and will promptly assign a different hearing officer/panel if the Title IX Coordinator determines that a material conflict of interest or material bias exists.

2C.03 Notice of the Live Hearing

Promptly after the appointment of the hearing officer/panel and no less than seven (7) days prior to the Live Hearing, the hearing officer/panel will provide concurrent written notice to the Complainant and the Respondent setting forth the date, time, and location of the hearing. Any modifications to the hearing date, time, or location will be provided in writing to both parties prior to the date of the hearing.

2C.04 Pre-Hearing Submissions

Each party may submit a written statement to the hearing officer/panel that includes any response the party wishes to make to the Investigation Report. Each party's pre-hearing statement must be submitted at least five days prior to the Live Hearing. The hearing officer/panel will share the statement with the other party, who may submit a response within two days.

2C.05 Failure to Appear

If any party, Advisor, or witness fails to appear at the Live Hearing after having been provided proper notice of the Live Hearing as set forth above, then absent extenuating circumstances, the hearing officer/panel will proceed with the Live Hearing and issuance of their responsibility determination and, as applicable, sanction recommendation. BAC will provide an Advisor to any party who attends the Live Hearing unaccompanied.

Conduct of the Live Hearing

2C.06 Evidence

A Title IX Live Hearing does not take place within a court of law and is not bound by formal rules of evidence.

The College shall make all evidence that is relevant and is not impermissible and has been obtained as part of the investigation that is directly related to the allegations raised in the Formal Complaint, including the evidence upon which the College does not intend to rely in reaching a determination regarding responsibility and inculpatory and exculpatory evidence whether obtained from a party or other source, available at any hearing to give each party equal opportunity to refer to such evidence during the Live Hearing, including for purposes of examination of witnesses.

Impermissible Evidence – The following types of evidence, and questions seeking that evidence, are impermissible (i.e., will not be accessed or considered, except by the College to determine whether one of the exceptions listed below applies; will not be disclosed; and will not otherwise be used), regardless of whether they are relevant:

- Evidence that is protected under a privilege recognized by Federal or State law or evidence provided to a confidential employee, unless the person to whom the privilege or confidentiality is owed has voluntarily waived the privilege or confidentiality;
- A party's or witness's records that are made or maintained by a physician, psychologist, or other recognized professional or paraprofessional in connection with the provision of treatment to the party or witness, unless the College obtains that party's or witness's voluntary, written consent for use in its grievance procedures; and
- Evidence that relates to the Complainant's sexual interests or prior sexual conduct, unless evidence about the Complainant's prior sexual conduct is offered to prove that someone other than the Respondent committed the alleged conduct or is evidence about specific incidents of the Complainant's prior sexual conduct with the Respondent that is offered to prove consent to the alleged sex-based harassment. The fact of prior consensual sexual conduct between the Complainant and Respondent does not by itself demonstrate or imply the Complainant's consent to the alleged sex-based harassment or preclude determination that sex-based harassment occurred.

No New Evidence – Neither the Investigator nor the parties may introduce witnesses or evidence at the Live Hearing that was not disclosed during the investigation.

Witnesses– No fewer than seven (7) days before the Live Hearing, the Complainant and Respondent each may submit to the Assigned Title IX Coordinator a written list of individuals the party intends to call as witnesses. A panel member may do the same. The parties and panel members will not be permitted to call witnesses who were not identified in accordance with this subsection. The Assigned Title IX Coordinator shall provide any witness lists from a party to the other party at least three (3) days before the Live Hearing.

Privacy – The Live Hearing is conducted privately, informally, and does not apply traditional rules of courtroom evidence.

2C.07 Live Hearing

A Live Hearing may be conducted with all parties physically present in the same geographic location or, at the College's discretion, any or all parties, witnesses, and other participants may appear at the Live Hearing virtually, with technology enabling participants simultaneously to see and hear each other.

At the request of either party, the College must provide for the Live Hearing to occur with the parties located in separate rooms with technology enabling the Hearing Panel and parties to simultaneously see and hear the party or the witness answering questions. Such requests must be submitted to the Assigned Title IX Coordinator at least three (3) days prior to the Live Hearing.

2C.08 Attorneys

If a party intends to bring an attorney as the party's Advisor, the party must notify the Assigned Title IX Coordinator in writing at least seven (7) days prior to the hearing.

The College expects Advisors, including attorneys, to adjust their schedules to allow them to attend the Live Hearing or hearings when scheduled. The College does not typically change scheduled meetings to accommodate an Advisor's inability to attend. The College will, however, make reasonable provisions to allow an Advisor who cannot attend in person to attend a Live Hearing by telephone, video and/or virtual meeting technologies as may be convenient and available.

2C.09 Recording or Transcript

The College must create an audio or audiovisual recording, or transcript, of any Live Hearing and make it available to the parties for inspection and review. The recording or transcript is the property of the Belmont Abbey College.

2C.10 Disability Accommodations

The College will make reasonable accommodations for parties or witnesses with a documented disability as needed. If a party or witness would like to request an accommodation, the party or witness should notify the Chair at least seven (7) days prior to the Live Hearing.

2C.11 Order of Live Hearing

The Live Hearing is presided over by the chair of the hearing panel. So as to facilitate a prompt and equitable resolution, the order of the Live Hearing is subject to modification at the discretion of the chair of the Hearing Panel.

- The Investigator may provide introductory remarks at the commencement of the Live Hearing.
- Based on the Final Investigation Report and any witness lists submitted by the Complainant and Respondent, the Hearing Panel Chair will call the witnesses, including the Complainant and Respondent.
- The Hearing Panel will question each witness.
- When the Hearing Panel finishes questioning a witness, the Investigator may question the witness.
- After a party is questioned by the Hearing Panel and the Investigator, the party may make a statement as to other relevant matters.
- When the Hearing Panel and the Investigator finish questioning a witness, the Complainant and then the Respondent, through their Advisors, may question the witness.
- After the party has his or her opportunity to make a statement as to other relevant matters, the other party, through the other party's Advisor, may question the party.

The chair of the Hearing Panel may permit additional questioning by the Investigator, Hearing Panel, Complainant and Respondent, so long as the Complainant and Respondent are provided equal opportunity to question the witness.

A party's examination of the other party or of any witnesses must be conducted directly, orally, and in real time by the party's Advisor of choice and never by a party personally.

If a party does not have an Advisor present at the Live Hearing, the College shall provide, without fee or charge to that party, an Advisor of the College's choice, who may be, but is not required to be, an attorney, to conduct examination of witnesses on behalf of that party. When the College has the responsibility to select the Advisor, the Assigned Title IX Coordinator will typically choose that person from among the members of the Title IX Pool.

Only relevant questions may be asked of a party or witness.

The chair of the Hearing Panel must allow:

- each party to propose such questions that the party wants asked of any party or witness and have those questions asked by the decisionmaker, subject to the procedures for evaluating and limiting questions discussed below; or
- each party's Advisor to ask the other party and any witnesses all relevant questions and follow-up questions, subject to the following procedures for evaluating and limiting questions:
 - Before a Complainant, Respondent, or witness answers a question from a party's Advisor, the chair of the Hearing Panel must first determine whether the question is relevant and explain any decision to exclude a question as not relevant.

- Duplicative questions are not relevant.
- All questions must be asked in a respectful, non-abusive manner. The chair of the Hearing Panel may reject a question that is harassing, intimidating, or abusive, even if the substance of the question would otherwise be relevant.

Questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant, unless:

- such questions and evidence about the Complainant's prior sexual behavior are offered to prove that someone other than the Respondent committed the conduct alleged by the Complainant, or
- if the questions and evidence concern specific incidents of the Complainant's prior sexual behavior with respect to the Respondent and are offered to prove consent.

Questions or evidence that constitutes or seeks disclosure of information protected under a legally recognized privilege, unless that person has waived the privilege, is not relevant.

The Investigator, Complainant, and Respondent may provide closing remarks after the presentation of evidence is concluded and before the Hearing Panel begins deliberations. Closing remarks in a Title IX hearing are only for summarizing existing evidence and may not exceed five minutes in duration. No new facts, witness names, or other evidence may be introduced during closing remarks. Should the Investigator, Complainant, or Respondent wish to deliver closing remarks, that person must submit a written summary of the closing remarks to the Hearing Panel before the hearing begins. The chair of the Hearing Panel will stop any party or the investigator from delivering irrelevant testimony or from exceeding the allotted time for closing remarks.

2C.12 Determination

The Hearing Panel must issue a written determination regarding responsibility.

2C.13 Evaluation of Evidence

The Hearing Panel shall use the preponderance of the evidence ("more likely than not") standard when determining responsibility. That is to say, the Hearing Panel will determine whether it is more likely than not that the Respondent committed the alleged Prohibited Conduct.

The Hearing Panel shall make an objective evaluation of all relevant evidence – including both inculpatory and exculpatory evidence – and credibility determinations may not be based on a person's status as a Complainant, Respondent, or witness.

The Respondent is presumed not responsible for the alleged conduct until a determination regarding responsibility is made by the Hearing Panel.

2C.14 Exclusion of Privileged Information

The Hearing Panel shall not require, allow, rely upon, or otherwise use questions or evidence that constitute or seek disclosure of, information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.

2C.15 Absence from Hearing

The Hearing Panel may not draw an inference about the determination regarding responsibility based solely on a party's or witness's absence from the Live Hearing or refusal to answer cross-examination or other questions.

2C.16 Contents of Determination

The Final Outcome Letter is the written determination of the Hearing Panel and must include:

- Identification of the allegations potentially constituting Prohibited Conduct;
- A description of the procedural steps taken from the receipt of the Formal Complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;

- Findings of fact supporting the determination;
- Conclusions regarding the application of the College's code of conduct and policies to the facts;
- A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the College imposes on the Respondent, and whether remedies designed to restore or preserve equal access to the College's education program or activity will be provided by the College to the Complainant; and
- The College's procedures and permissible bases for the Complainant and Respondent to appeal.

The written determination of the Hearing Panel may incorporate by reference portions of the Final investigation report, so long as the Final investigation report is included as an appendix to the written determination.

2C.17 Notice of Determination

The Hearing Panel must provide the written determination to the parties simultaneously. The determination regarding responsibility becomes final either on the date that the College provides the parties with the written determination of the result of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which the appeal would no longer be considered timely.

2C.18 Appeal

The Complainant and Respondent may appeal from a determination regarding responsibility, and from an Investigator's dismissal of a Formal Complaint or any allegations therein.

2C.19 Bases for Appeal

The Complainant and Respondent may appeal on the following bases:

- Procedural irregularity that affected the outcome of the matter;
- New evidence that was not reasonably available at the time of the determination regarding responsibility or when dismissal was made, that could affect the outcome of the matter; or
- The Assigned Title IX Coordinator, Investigator, or members of the Hearing Panel had a conflict of interest for or against Complainants or Respondents generally or the individual Complainant or Respondent that affected the outcome of the matter.

2C.20 Request to Appeal

In order to appeal, a party must submit a written request to appeal to the Assigned Title IX Coordinator within seven (7) days of receipt of the written determination. The request to appeal must include a written statement explaining the basis for the appeal.

Upon receipt of a request to appeal, the Assigned Title IX Coordinator shall notify the other party in writing that an appeal has been filed. The notification of appeal shall include notice of the allegations, if notice was not previously provided to the Respondent. The Assigned Title IX Coordinator will also:

- implement appeal procedures equally for the parties;
- ensure that the Vice President of Finance, Administration, and Operations (the decisionmaker for the appeal) did not take part in an investigation of the allegations or dismissal of the Formal Complaint;
- ensure that the Director of Human Resources has been trained consistent with the Title regulations;
- communicate to the parties in writing that the College will provide the parties a reasonable and equal opportunity to make a statement in support of, or challenging, the outcome; and
- notify the parties in writing of the result of the appeal and the rationale for the result.

The other party may submit a written statement in support of, or challenging, the outcome.

Any written statement from the other party must be submitted to the Assigned Title IX Coordinator within seven (7) days after notice that an appeal has been filed. The Assigned Title IX Coordinator shall provide a copy to the party that submitted the request to appeal.

2C.21 Appeal Officer

The Appeal Officer is appointed by the President of the College to review appeals of the Hearing Panel decisions under the Assigned Title IX Policy. The Appeal Officer shall not have a conflict of interest or bias for or against Complainants or Respondents generally or an individual Complainant or Respondent. The Appeal Officer cannot be one of the members of the Hearing Panel, the Investigator, nor the Assigned Title IX Coordinator.

2C.22 Submission to Appeal Officer

After the time for submission of a response to a request for appeal has passed, the Assigned Title IX Coordinator shall submit the appeal to the Appeal Officer.

2C.23 Objective Review

The Appeal Officer shall make an objective evaluation of the appeal, including, as applicable, all relevant evidence – including both inculpatory and exculpatory evidence – and credibility determinations may not be based on a person's status as a Complainant, Respondent, or witness.

2C.24 Appellate Review

The Appeal Officer reviews the decision of the Hearing Panel to determine if it is clearly erroneous. A decision is clearly erroneous when, although there is evidence to support it, the reviewer is left with the definite and firm conviction that a mistake has been committed.

2C.25 Decision

The Appeal Officer shall provide a written decision on the appeal. The Appeal Officer must provide the written decision to the parties simultaneously.

2C.26 Disciplinary Sanctions

Types of Sanctions – Sanctions are divided into two categories: (1) primary sanctions, and (2) secondary sanctions. If a Student or Employee is found responsible for a violation within the scope of this Procedure, the Hearing Panel must impose a primary sanction as specified under this Procedure. With the approval of the President of the College, the Assigned Title IX Coordinator may adopt Hearing Panel guidance manuals that specify a more precise sanctioning range for specific types of violations.

The sanctioning range provides the appropriate range of primary sanction options for the specific type of violation.

The presence of Mitigating Factors tends to indicate that the lower range of the sanctioning range is appropriate. Mitigating Factors include facts such as genuine contrition, a request for leniency by the Complainant, and other evidence that the Respondent did not act with malicious intent.

The presence of Aggravating Factors tends to indicate that the upper range of the sanctioning range is appropriate. Aggravating Factors include facts such as the use of force or physical violence, a request for enhanced sanctions by the Complainant, and other evidence that the Respondent acted with malicious intent.

The presence of Compounding Factors tends to indicate that the sanction should be higher than the specified sanctioning range. Compounding Factors are facts such as a prior history of misconduct.

The Hearing Panel may, but is not required to, impose a secondary sanction. Secondary sanctions can include, but are not limited to, training, meetings, and restrictions on the activities of the Student or Employee.

2C.27 Definitions of Primary Sanctions for Students

The range of primary sanctions for Students includes the following, in order from least severe to most severe:

- “Reprimand,” which means a written warning that the Student’s behavior was in violation of the Assigned Title IX and Title IX Policy and should not be repeated.
- “Probation” is a period of observation and evaluation of a Student’s conduct. The Student receives written notice of the seriousness of the misconduct, which includes the probability of a more severe sanction, including expulsion, if the Student commits a similar or related violation during the probationary period.

During the probationary period and subject to appeal, a Student is ineligible to participate in an international study abroad program, hold an officer position in a student organization, or be hired by the Office of Student Affairs, including as a Resident Assistant.

A Student on Probation will typically have Secondary Sanctions, which may include requirements or restrictions including, but not limited to, community service, educational classes, and/or prohibition from participation in co-curricular activities.

- “Level I Probation,” which means that the Student found responsible is placed on probation for a specified period of time (e.g., a specified number of semesters, or until a specific date).
- “Level II Probation,” which means that the Student found responsible is placed on probation for the remainder of their time at the College.
- “Suspension,” which means that the Student is suspended from enrolling in courses at the College for a specified period of time (e.g., a specified number of semesters, or until a specific date).
- “Expulsion,” which means that the Student is permanently barred from enrolling in courses at the College.

2C.28 Definitions of Primary Sanctions for Employees

The range of primary sanctions for Employees, including faculty and staff, includes the following, in order from least severe to most severe:

- “Written Warning,” which means a written warning that Employee’s behavior was in violation of the Assigned Title IX Policy and should not be repeated.
- “Leave Without Pay,” which means that the Employee is placed on leave from work for a specified period of time and will not be paid during that time.
- “Termination,” which means that the Employee’s employment with the College is ended. Termination for a tenured faculty member involves revocation of tenure.

2C.29 Designated Sanction Ranges for Specific Offenses

- The range of sanctions for sex discrimination is warning through expulsion or termination. Sanctions can be assigned outside this range based on aggravating or mitigating circumstances, or the cumulative conduct record of the Respondent.
- The range of sanctions for Quid Pro Quo harassment is warning through expulsion/termination. Sanctions can be assigned outside this range based on aggravating or mitigating circumstances, or the cumulative conduct record of the Respondent.
- The range of sanctions for Hostile Environment harassment is warning through expulsion/termination. Sanctions can be assigned outside this range based on aggravating or mitigating circumstances, or the cumulative conduct record of the Respondent.
- The range of sanctions for Rape is suspension through expulsion/termination. Sanctions can be assigned outside this range based on aggravating or mitigating circumstances, or the cumulative conduct record of the Respondent.
- The range of sanctions for Fondling is warning through suspension (termination for employees). Sanctions can be assigned outside this range based on aggravating or mitigating circumstances, or the cumulative conduct

record of the Respondent.

- The range of sanctions for Incest is warning through probation. Sanctions can be assigned outside this range based on aggravating or mitigating circumstances, or the cumulative conduct record of the Respondent.
- The range of sanctions for Statutory Rape is warning through suspension (termination for employees). Sanctions can be assigned outside this range based on aggravating or mitigating circumstances, or the cumulative conduct record of the Respondent.
- The range of sanctions for Stalking is probation through expulsion/termination. Sanctions can be assigned outside this range based on aggravating or mitigating circumstances, or the cumulative conduct record of the Respondent.
- The range of sanctions for Dating/Domestic Violence is probation through expulsion/termination. Sanctions can be assigned outside this range based on aggravating or mitigating circumstances, or the cumulative conduct record of the Respondent.
- The range of sanctions for Sexual Exploitation is warning through expulsion/termination. Sanctions can be assigned outside this range based on aggravating or mitigating circumstances, or the cumulative conduct record of the Respondent.
- The range of sanctions for Retaliation is warning through expulsion/termination. Sanctions can be assigned outside this range based on aggravating or mitigating circumstances, or the cumulative conduct record of the Respondent.

D. INFORMAL RESOLUTION

2D.01 Determination of Formal Versus Informal Resolution

At any time before the issuance of the hearing officer's/panel's responsibility determination, the parties may elect to resolve the Formal Complaint through the informal resolution process, provided that (1) the parties both voluntarily consent in writing to such resolution; (2) both parties are students or employees of BAC; and (3) the Title IX Coordinator determines that informal resolution is an appropriate mechanism for resolving that specific Formal Complaint. Otherwise, a Formal Complaint that is not dismissed will proceed to a Live Hearing. Informal resolution is not an appropriate mechanism for resolving a Formal Complaint by a student against an employee.

Informal resolution may not be selected for less than all of the misconduct alleged in the Formal Complaint. If the parties agree to informal resolution (and informal resolution is appropriate for all of the allegations at issue), then all of the allegations must be resolved according to the informal resolution process.

Either party has the right to terminate the informal resolution process at any time and proceed with formal resolution (i.e., a full investigation and Live Hearing). Furthermore, the Title IX Coordinator may, where appropriate, terminate informal resolution and proceed with the formal resolution process instead.

Formal versus Informal Resolution.

At any time before the Assigned Title IX Coordinator appoints the Hearing Panel, the Complainant may elect to resolve his or her Formal Complaint through the informal resolution (mediation) process in accordance with this Policy, provided that (i) the Complainant is the alleged victim, (ii) the Respondent agrees to such resolution, (iii) the Complainant and the Respondent are both Students or are both employees of the College, (iv) the Assigned Title IX Coordinator determines that informal resolution is an appropriate mechanism for resolving the Formal Complaint, and (v) the Formal Complaint does not involve Sexual Assault. Otherwise, a Formal Complaint that is not closed pursuant to the Assigned Title IX Coordinator's initial determination or evaluation of the Investigation Report will proceed to formal resolution in accordance with this Policy.

INFORMAL RESOLUTION (MEDIATION)

Informal resolution is only appropriate if (i) the Complainant requests it, (ii) the Respondent agrees to it, (iii) the Complainant and the Respondent are both Students or are both employees of the College, (iv) the Assigned Title IX

Coordinator determines that informal resolution is an appropriate mechanism for resolving the Formal Complaint, and (v) the Formal Complaint does not involve Sexual Assault. All parties must give voluntary, informed, written consent before a Formal Complaint can be resolved informally.

Informal resolution may not be selected for less than all of the Prohibited Conduct alleged in the Formal Complaint (for example, the parties may not choose to resolve a claim of Sexual Assault according to the formal resolution process but mediate all other claims). If the parties agree to informal resolution (and informal resolution is appropriate for all of the claims at issue), then all of the claims must be resolved according to the informal resolution process.

Either party has the right to terminate the informal resolution process at any time and proceed with formal resolution. Furthermore, the Assigned Title IX Coordinator may, where appropriate, terminate or decline to initiate informal resolution, and proceed with formal resolution instead. In such cases, statements or disclosures made by the parties in the course of the informal resolution process may be considered in the subsequent formal resolution proceedings.

2D.02 The Informal Resolution Process.

- (i) The Mediation; the Presiding Officer.** When the Complainant's Formal Complaint is to be resolved according to the informal resolution process, there will be a mediation overseen by a Presiding Officer. The purpose of the mediation is to allow an opportunity for resolution of the Formal Complaint without using the formal resolution process. The Assigned Title IX Coordinator will appoint the Presiding Officer.
- (ii) Notice of the Mediation.** Promptly after the Assigned Title IX Coordinator has appointed the Presiding Officer, the Assigned Title IX Coordinator will provide concurrent written notice to the Complainant and the Respondent, setting forth (1) the date, time and location of the mediation, and (2) the name of the individual selected to serve as the Presiding Officer. If only a portion of the alleged misconduct justifies continuing to adjudication, the Assigned Title IX Coordinator will also specify in the notice which part(s) of the alleged misconduct will be the subject of the mediation.

Any party may challenge the participation of the Presiding Officer by submitting a written objection to the Assigned Title IX Coordinator within three days of receipt of the notice of the mediation. Such objection must state the specific reason(s) for the objection. The Assigned Title IX Coordinator will evaluate the objection and determine whether to change the Presiding Officer. Failure to submit a timely and proper objection will constitute a waiver of any right of objection. Any substitution of the party serving as the Presiding Officer will be provided in writing to both parties at least one day prior to the date of the mediation.

2D.03 Facilitated Resolution

The informal resolution facilitator will meet separately with each party to review the informal resolution process and the allegations in the Formal Complaint and to identify the outcome that each party seeks from the informal resolution process. If the facilitator determines that it would be productive for both parties to attend a resolution meeting, the facilitator will provide written notice to the Complainant and the Respondent setting forth the date, time, and location of that meeting. At the request of either party or at the discretion of the informal resolution facilitator, the meeting may occur with the parties in different locations or meetings with parties may take place on different dates.

Both the Complainant and the Respondent are expected to participate in the informal resolution process. If either party fails to participate, the Title IX Coordinator may direct that the Formal Complaint be resolved using a full investigation and Live Hearing or may reschedule the meeting.

During informal resolution, the parties may: (1) engage one another in the presence of, and/or facilitated by, the informal resolution facilitator; (2) communicate their feelings and perceptions regarding the incident and the impact of the incident (either by communicating directly with one another or by communicating indirectly through the informal resolution facilitator); (3) relay their wishes and expectations regarding the future; and/or (4) come to an agreed-upon resolution of the allegations in the Formal Complaint.

Participation in the informal resolution process is completely voluntary, and either party, the informal resolution facilitator, or the Title IX Coordinator may terminate the process at any time.

No Contact Prior to Mediation. The parties may not contact each other outside of the mediation, even to discuss the mediation.

Attendance. Both the Complainant and the Respondent are expected to attend the mediation. If either party fails to appear at the mediation, and such party was provided proper notice of the mediation as set forth above, then absent extenuating circumstances, the Presiding Officer may direct that resolution of the Formal Complaint be determined according to the formal resolution process set forth above.

The Mediation.

- 1) **Rights of the Parties.** During the mediation, the parties may
 - a) confront each other in the presence of, and facilitated by, the Presiding Officer,
 - b) communicate their feelings and perceptions regarding the incident and the impact of the incident, and
 - c) relay wishes and expectations regarding protection in the future.

2D.04 Resolution

The informal resolution facilitator will attempt to facilitate the parties' resolution of the Formal Complaint. If this process results in a resolution between the parties and the Title IX Coordinator finds the resolution to be appropriate under the circumstances (giving consideration to factors including the extent to which the resolution will protect the safety of the Complainant and the entire BAC community), the resolution will be reduced to writing, which will conclude the process and close the Formal Complaint.

2D.05 Written Resolution Agreement

To be effective, any agreement reached during the informal resolution process must be memorialized in writing and signed by the parties, the informal resolution facilitator, and the Title IX Coordinator. If a Respondent completes all measures agreed to in the written resolution agreement, no further process is available with regard to the allegations in the Formal Complaint.

Measures that parties agree to in the informal resolution process may include (but are not limited to):

- 1) Alcohol education classes for the Respondent;
- 2) Completion of online sexual harassment training;
- 3) Completion of an intervention program;
- 4) Regular meetings with an appropriate individual, unit or resource;
- 5) Permanent or temporary no contact order;
- 6) Restrictions for participation in certain activities, organizations, programs or classes;
- 7) Change in residential assignment or restrictions on access to certain residence halls or apartments;
- 8) Restriction of participation in certain events;
- 9) Reflection paper or written apology;
- 10) Counseling sessions; and/or
- 11) The Respondent's completion of an educational or behavioral plan.

2D.06 Termination of Informal Resolution Process

At any time prior to completing a written resolution agreement, any party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the Formal Complaint. If either party terminates the informal resolution process or BAC determines that the informal resolution process is no longer appropriate, the formal resolution process outlined in Section C of this policy will promptly resume.

2D.07 Confidentiality of Information Shared

Any information that the parties share during the informal resolution process may not be used in any other investigation or proceeding at BAC.

In order to comply with FERPA and Title IX and to provide an orderly process for the presentation and consideration of relevant information without undue intimidation or pressure, the informal resolution process is not open to the general public. Accordingly, documents prepared in anticipation of the mediation (including the Investigation Report and the notice of the mediation) and other information introduced at the mediation may not be disclosed outside of the mediation, except as may be required or authorized by law.

2D.08 Timeframe

The informal resolution process generally will be completed within 20 days of the parties' agreement to the informal resolution process.

2D.09 Appeal

A resolution reached pursuant to the informal resolution process is final and not subject to appeal.

2D.10 Records

A resolution reached through the informal resolution process will not be included in a student Respondent's student conduct record or in an employee Respondent's personnel record, unless the inclusion of such information is agreed to as part of the informal resolution of the matter. The Title IX Coordinator will retain a record of the written resolution agreement for no less than seven years.

EXHIBIT A

Suggested Actions for People Who Have Experienced Sexual Harassment

If you have experienced Sexual Harassment, BAC's first priority is to help you take steps to address your safety, medical needs, and emotional well-being. You are encouraged to take the following actions, as applicable, regardless of whether you have made a decision about whether to pursue a criminal or BAC Formal Complaint.

1. Ensure Your Physical Safety.

You may seek help from **local law enforcement agencies** or by contacting the BAC **Police Department**. The BAC Police Department can assist you with contacting local law enforcement and can help you obtain transportation to the local law enforcement office. Officers are on duty at the BAC Police Department 24 hours a day, seven days a week.

2. Seek Medical Assistance and Treatment.

Local options for medical care include **BAC Wellness and Counseling Center and CaroMont Regional Medical Center**. It is crucial that you obtain medical attention as soon as possible after a sexual assault, for example, to determine the extent of physical injury and to prevent or treat sexually transmitted diseases (such as HIV). Medical facilities can also screen for the presence of sedative drugs such as Rohypnol or GHB (date-rape drugs).

Employees at the BAC Campus Police can help you obtain transportation to a local hospital and can help you contact a support person, such as a family member, a friend, or a roommate.

If you choose to have an evidence collection kit (or "rape kit") completed, it is important to do so within 120 hours.

Even if you have not decided whether to file charges, it is advisable to have the evidence collection kit completed so that you can better preserve the options of obtaining a protective order and/or filing criminal charges at a later date.

It is advisable to avoid showering, bathing, going to the bathroom, or brushing your teeth before an evidence collection kit is completed. You should also wear (or take with you in a paper – not plastic – bag) to the hospital the same clothing that you were wearing during the assault. An evidence collection kit can still be completed even if you have showered or bathed.

Resources for Parties

Title IX Coordinator

Mr. Rod Golding

704-461-6713

roderickgolding@bac.edu

Campus Police Department

704-400-6200

Available 24/7.

Raphael Arthur Hall

Wellness Center

Haid Lower Level - 704-461-6877

M-F 9AM – 4PM

Office of Student Life

704-461-7371

M-F 9AM – 5PM

Office of Human Resources

115 Stowe Hall - 704-461-6714

Counseling Center

Haid Lower Level - 704-461-5065

Community Resources

Local Law Enforcement Agencies can be reached by calling 911.

CaroMont Regional Hospital

1000 CaroMont Pkwy,

Belmont, NC 28012.

980-394-2000

AVID Sexual Assault Crisis Program 214 E. Franklin Boulevard,

Gastonia, NC 28052.

704-864-7704.

3. Obtain Emotional Support

The Counseling Center can help students sort through their feelings and begin the recovery process. The professionals at the Counseling Center are trained to provide crisis intervention on short-term and emergency issues. The Counseling Center can also provide referral services for outside providers and law enforcement. Counseling is free of charge to all students. In some instances, the law may require the disclosure of information shared by students with counselors. However, absent a legal mandate to the contrary, counseling services are strictly confidential, are not part of students' records, and will not be reported to other BAC personnel.

Employees may contact the Employee Assistance Program to obtain emotional support (available at: 888-628-4824).

4. Obtain Information/Report Misconduct

You are encouraged to report incidents of sexual assault to BAC's Title IX Coordinator (even if you have filed a report directly with law enforcement). The Title IX Coordinator can help you access resources and can provide you with support and information, including information on BAC's procedures for investigating and addressing instances of sexual assault.

The full Title IX policy can also be reviewed online at the link below:

<https://belmontabbeycollege.edu/title-ix/>

ANNUAL FIRE SAFETY REPORT

Student Housing Facilities

There are nine (9) permanent student housing facilities:

- Cuthbert Allen Apartments – 4 buildings – 3 buildings with 2 floors, 1 with 3 floors - 8 suites per building - 4 rooms per suite
- St. Benedict Residence Hall – 1 building - 4 floors - 29 suites - 1 or 2 rooms per suite
- St. Scholastica Residence Hall – 1 building - 4 floors - 29 suites - 1 or 2 rooms per suite
- Poellath Residence Hall – 1 building - 2 floors - 27 suites - 4 rooms per suite
- O'Connell Residence Hall – 1 building - 2 floors - 25 suites - 4 rooms per suite
- Raphael Arthur Residence Hall – 1 building - 3 floors - 27 suites - 4 rooms per suite
- St. Michael Hall – 1 building – 4 floors of housing – 65 rooms – 2 beds per room
- St. Gregory Hall – 1 building – 4 floors – 80 rooms – 2 beds per room (opened September 2023)
- St. Gertrude Hall – 1 building – 4 floors – 80 rooms – 2 beds per room (opened October 2023)

Additionally, students were housed at four local hotels at various points throughout the 2023 calendar year. Delays in construction and repairs were factors in the temporary living accommodations. The number of students at these hotels fluctuated throughout the semester year due to opening dates of/repairs needed in on-campus residence halls.

- Fairfield Inn and Suites – 1 Caldwell Dr. Belmont, NC 28012
 - Reason: On-campus residence hall construction and/or repair
- Holiday Inn Express – 250 Beatty Dr. Belmont, NC 28012
 - Reason: On-campus residence hall construction and/or repair
- Hampton Inn – 820 Cecilia Alexander Dr. Belmont, NC 28012
 - Reason: On-campus residence hall construction and/or repair
- Home2 Suites – 870 Hawley Ave Belmont, NC 28012
 - Reason: On-campus residence hall construction and/or repair

Fire Detection and Suppression Systems

Each building has a different fire protection system as described below: Each building has a fire control panel with audible/visual alarms which is connected to manual fire pull station alarms and hard-wired smoke/heat detectors. Each building is monitored 24/7 by a central off-site monitoring service.

- **St. Michael, St. Gertrude, St. Gregory, St. Scholastica, and St. Benedict Residence Halls** are fully wet sprinklered on all levels. Sprinkler flow is monitored by the 24/7 monitoring agency.
- **St. Michael, St. Scholastica, and St. Benedict Residence Halls** have heat/smoke detectors in each suite bedroom and living room area. There are also heat/smoke detectors in the hallways, laundry room, kitchen areas, etc. All the smoke/heat detectors are hard wired to a central control panel.
- **Cuthbert Allen Apartments** have hard wired smoke detectors installed in the air conditioning closets. Additionally, there are battery operated smoke detectors mounted in each suite room and the kitchen area.
- **O'Connell and Poellath Residence Halls** have hard wired smoke detectors installed in the hallways and each suite room.
- **Raphael Arthur Residence Hall** has hard wired smoke detectors installed in the hallways. Additionally, there are battery operated smoke detectors mounted in each suite room.

All fire systems are tested twice a semester for proper operation and alarm function, and all battery-operated devices receive new batteries on an annual basis.

All buildings have manually operated fire extinguishers located in strategic locations and are inspected monthly.

Fire Safety Policies for Student Housing Facilities

Due to fire regulations, the following are mandated by the Belmont Fire Marshal and set forth by local, state, and federal law:

- a. Extension cords are prohibited.
- b. Multi-plug outlets require surge protection and must be hung 18 inches from the floor.
- c. The use in individual rooms of open-coil or open-plate devices such as hot plates, George Foreman grills, lava lamps, halogen lamps, coffee pots, space heaters, sun lamps, and toasters is prohibited (See Appliances);
- d. Placing cords which utilize electricity, including those for telephones, computers, and stereo speakers, under an item such as a rug is prohibited.
- e. Prohibits the use of open flame or ember devices such as candles, incense, or oil lamps.
- f. Fire doors cannot be propped open.
- g. The use of electric Christmas lights is prohibited. LED lights are allowed.
- h. No live Christmas trees are allowed.
- i. All approved combustible materials (paint, paint thinner) must be stored in a metal box in a well-ventilated area.
- j. Sprinkler pipes and heads cannot have anything hanging from them and must have a 24-inch clearance.
- k. All pathways/stairwells leading to exits must be clear of all obstructions.
- l. Mechanical rooms cannot have any storage items in them.
- m. Fire sprinkler lines, smoke detectors, fire alarms, and fire extinguishers cannot be altered or tampered with in any way.
- n. Students cannot alter or repair electrical equipment or fixtures which belong to the College. Defects in electrical equipment must be reported to the Residence Life Staff immediately.
- o. Any wall hangings must be hung at least 18" away from the ceiling.

The sounding of false fire alarms and tampering with firefighting or safety equipment to include extinguishers, smoke detectors, hoses, exit signs, door and fire alarm systems is prohibited. Failure on the part of any student to follow fire safety policy stated above will result in a fine levied and possible referral to the student conduct process. The Residence Life staff will conduct periodic fire drills throughout the semester; every student is required to follow the procedure for evacuating the building and follow the staff's instructions. Failure to do so will result in a referral to the student conduct system.

No person is to start a fire outside except in approved cooking areas. If any person wishes to have a controlled fire in any area other than stated above, a written request must be submitted to the Chief of Police 24 hours prior to the event. Because of fire and public health concerns, cooking is restricted in the residence halls. Use of a personal grill/hibachi in or around living areas/buildings is prohibited. Students are permitted to grill on permanent units provided by the College. The student(s) using the grill unit is responsible for all clean up.

Campus Police and Safety and the Office of Residence Life have ongoing training and evaluation with Resident Assistants and professional staff on fire emergency response, recovery, and follow-up. Resident Assistants and professional staff receive training during their 2-week intensive crisis management training in conjunction with Campus Police and the local fire department.

Residence Hall Fire Evacuation Procedures

When the emergency alarm system activates, a fire alarm sounds, or College personnel request evacuation, react immediately:

- Leave room, closing your door. Take keys but leave personal belongings.
- Walk quickly to the nearest exit encouraging others to do the same.
- Report to your designated evacuation check point.
- Follow direction of college personnel.

All suites in residence halls have emergency flip charts for directions on what to do in the event of a fire including evacuation locations.

In case of an emergency, each building has a check point where all persons in the building are to meet safely when evacuated from the building. Please report immediately to the following areas in case of evacuation. Be prepared to move further from building as directed by emergency personnel. This meeting place is also used during fire drills:

- O'Connell /Poellath Halls– Blessed Mother statue in front of the Student Commons
- Raphael Arthur Hall - the RA parking lot
- Cuthbert Allen Apartments - the CA parking lot
- Saints Gregory and Gertrude Halls – CA parking lot
- Saints Benedict and Scholastica, and St. Michael Halls – Baseball practice field/bridge over creek

Fire Safety Tips and Reporting a Fire

For the person discovering the fire:

- Extinguish only if you can do so safely and quickly. Use only the fire suppression equipment available. DO NOT use water on electrical fires. DO NOT attempt to fight fires involving possible explosives, toxic chemicals, or hazardous materials.
- Direct the charge of a fire extinguisher toward the base of the flame.
 - o **P A S S** – **P**ull, **A**im, **S**queeze, **S**weep
- If the fire cannot be extinguished:
 - o Confine the fire by closing the doors
 - o Alert Campus Police at 704-400-6200
 - o Dial 911
 - o Pull the fire alarm

For person evacuating from the immediate fire area:

- Feel the door from top to bottom with the back of your hand. If it is hot, DO NOT proceed; go back.
- If the door is cool, crouch low and open the door slowly. Close the door quickly if smoke is present so you do not inhale it.
- If no smoke is present, exit the building via the nearest stairwell or exit.
- Stay near the floor where the air will be more breathable.

2023, 2024, 2025 Fire Log

Campus Police holds an updated fire log that is available to the public and members of the Belmont Abbey College community. The log is updated within two days of the reported fire. Additionally, Belmont Abbey College publishes a fire log as part of the Annual Security and Fire Safety report by October 1st of every year. The yearly fire log includes all fires, injuries, deaths due to fire, and fire drills for residential facilities for the previous three calendar years.

	2023				2024				2025			
Name of Facility	Fires	Injuries	Deaths	Drills	Fires	Injuries	Deaths	Drills	Fires	Injuries	Deaths	Drills
Cuthbert Allen Apartment-#1	0	0	0	2	0	0	0	2	0	0	0	4
Cuthbert Allen Apartment-#2	0	0	0	2	0	0	0	2	0	0	0	4
Cuthbert Allen Apartment-#3	0	0	0	2	0	0	0	2	0	0	0	4
Cuthbert Allen Apartment-#4	0	0	0	2	0	0	0	2	0	0	0	4
Raphael Arthur Residence Hall	0	0	0	2	0	0	0	2	0	0	0	4
Poellath Residence Hall	0	0	0	2	0	0	0	2	0	0	0	4
O'Connell Residence Hall	0	0	0	2	0	0	0	2	0	0	0	4
St. Benedict Residence Hall	0	0	0	2	0	0	0	2	0	0	0	4
St. Scholastica Residence Hall	0	0	0	2	0	0	0	2	0	0	0	4
St. Michael Residence Hall	0	0	0	2	0	0	0	2	0	0	0	4
St. Gregory Residence Hall	0	0	0	2	0	0	0	2	0	0	0	4
St. Gertrude Residence Hall	0	0	0	2	0	0	0	2	0	0	0	4
Fairfield Inn Hotel- Belmont	-	-	-	**	-	-	-	-	-	-	-	-
Holiday Inn Hotel – Belmont	-	-	-	**	-	-	-	-	-	-	-	-
Hampton Inn Hotel - Belmont	0	0	0	**	-	-	-	-	-	-	-	-
Home2 Suite Hotel – Belmont	0	0	0	**	-	-	-	-	-	-	-	-
TOTALS	0	0	0	24	0	0	0	24	0	0	0	48

** Students at hotels were subject to fire evacuation policies and procedures of that particular hotel. During the period while students were housed at the listed hotels, there were no fires reported. Hotel addresses are listed earlier in the Fire Safety Report.

EMERGENCY PROCEDURES

Emergency Phone: 911
Non-Emergency Phone: 704-400-6200



ACTIONS: EVACUATE



**SHELTER
IN PLACE**



MEDICAL EMERGENCY:

- Call Campus Police 704-400-6200 or 911.
- Provide location, nature of injury/illness, and your name.
- If safe, stay with the person until help arrives.



FIRE:



- Leave area, pull fire alarm and close doors as you leave.
- Evacuate area and go to rally point.
- Call 911.



SEVERE WEATHER:



- Seek shelter immediately.
- Move to lowest level of the building and to the interior.
- Move away from windows and doors.



SUSPICIOUS ITEMS:



- Do not touch and move away.
- Do not use cell phone near item.
- Report to Campus Police (land line phone).



SUSPICIOUS BEHAVIOR:



- Report to Campus Police.
- If safe, observe behavior until police arrive.



HAZARDOUS MATERIAL:



- Do not attempt to clean spill.
- Evacuate area.
- Call Campus Police.



ACTIVE VIOLENCE:

If you know someone who is a threat to themselves or others, or if you know someone who has a firearm on campus, call Campus Police.



AVOID (RUN)

- Don't hesitate, leave immediately.
- Know your exit plan.
- Don't pull the fire alarm.
- Prevent others from entering an area where the shooter may be.
- Call 911 when you are safe.
- Notify others of your location.

BARRICADE (HIDE)

- Lock doors.
- Fortify the door.
- Inward vs. outward.
- Door closer hinge.
- Plug the doorway.
- Turn off lights.
- Look for secondary exits.
- Positioning - hide.
- Wait for law enforcement.

COUNTER (FIGHT)

- Fight as a last resort and only when the shooter has entered your room.
- Find "Weapons of Opportunity" or items to throw at the shooter.
- Grab the gun.
- TAKE ACTION... YOUR LIFE DEPENDS ON IT!!!

Campus Safety and Security Survey Completion Certificate

The Campus Safety and Security data for
Belmont Abbey College

(197984)

were completed and locked on **September 29, 2026**.

Thank you for your participation in the 2026 data collection.

This certificate was prepared on **September 29, 2026**



Belmont AbbeyTM
COLLEGE

*That in all things God
may be glorified*