



CAROLINA COLLEGE *of* BIBLICAL STUDIES

Security and Fire Safety Report

The “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act” requires colleges and universities to report annually, information regarding campus security policies and campus crime statistics. This document will serve as Carolina College of Biblical Studies’ Annual Security and Fire Safety Report in compliance with the Clery Act.

In 2013, the Violence Against Women Reauthorization Act (VAWA) was placed into law. Among other provisions, this law amended section 485 of the Higher Education Act of 1965, thus requiring institutions to compile additional statistical data for crimes that are reported to campus police and/or local police agencies, including incidents of sexual assault, domestic violence, dating violence and stalking. This statistical data, as well as information pertaining to policies, procedures, and programs for addressing these crimes will be included in the Annual Security Report.

NOTE: Hereafter, Carolina College of Biblical Studies will be referred to as CCBS.

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Introduction

Campus Security is the designated office responsible for compiling and publishing the Carolina College of Biblical Studies (CCBS) Annual Security and Fire Safety Report. This report provides important information regarding campus safety and security on or near CCBS property. A printed copy is available in the Office of the Provost, and a digital version is accessible online at <https://ccbs.edu/disclosures/>. Unless otherwise noted, the report is updated annually and posted by October 1 each year. All required data is also submitted to the U.S. Department of Education through its web-based reporting system.

The information in this report is compiled from multiple sources, including internal departments and all law enforcement agencies with jurisdiction over property owned or controlled by CCBS, as well as adjacent public property.

CCBS is committed to fostering a safe and secure environment for all students, faculty, staff, and guests. This report outlines the initiatives, policies, programs, and personnel dedicated to ensuring the well-being of our community.

The safety and security of CCBS is a shared responsibility. Community awareness and cooperation play a vital role in maintaining a secure campus environment.

Campus Overview

Carolina College of Biblical Studies, located in Fayetteville, North Carolina, was founded in 1973. Since its founding, the college has grown to serve approximately 215 students.

CCBS offers associate, bachelor's, and master's degree programs designed to equip both men and women for biblical ministry and service. Courses are available both on the Fayetteville campus and through fully online formats.

Campus Security Overview

Campus Security at CCBS is overseen by the Provost's Office and facilitated through the designated Campus Safety Officer. CCBS does not operate a full-service, on-site security department. Therefore, the active awareness, vigilance, and cooperation of the entire campus community are essential to maintaining a safe and secure environment.

Clery Act Requirements

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) requires all colleges and universities that participate in federal financial aid programs to comply with specific campus safety and crime reporting obligations. These include the following:

- **Publish an Annual Security and Fire Safety Report (ASR):** Institutions must publish an annual report by October 1 each year that includes campus crime statistics for the past three calendar years, along with certain campus security policies and procedures.
- **Disclose Crime Statistics:** Institutions must report statistics for crimes that occur on campus, in public areas immediately adjacent to or accessible from campus, and in certain non-campus facilities. Data must be collected from campus security personnel, local law enforcement agencies, and college officials with significant responsibility for student and campus activities.
- **Issue Timely Warnings:** Institutions must provide timely warning notices to the campus community for Clery-reportable crimes that pose an ongoing threat to students or employees.
- **Maintain a Public Crime Log:** Institutions must keep a public log of all reported crimes that occur on campus or within the patrol jurisdiction of the campus security department.
- **Prohibit Retaliation:** The institution, including any officer, employee, or agent, is prohibited from retaliating, intimidating, threatening, coercing, or discriminating against any individual for exercising rights or responsibilities under the Clery Act.

At CCBS, the Provost's Office and Campus Safety Officer are responsible for preparing and distributing this report. We collaborate with departments such as Student Services and with local law enforcement agencies to ensure accurate reporting. Members of the CCBS community are encouraged to use this report as a resource for promoting safe practices both on and off campus.

The most current version of this report is available at: <https://ccbs.edu/disclosures/>.

Reporting Procedures

In the event of a crime or other emergency, dial **911** from any CCBS telephone to be connected directly to the Cumberland County 911 Center. You may also contact the **Fayetteville Police Department** directly at **(910) 433-1529**. After notifying emergency services, please call the college at **(910) 323-5614** to inform CCBS personnel of the situation. We strongly recommend that all members of the CCBS community program these important numbers into their mobile devices for quick access.

If a criminal incident or emergency is reported directly to Campus Security, it will be addressed immediately. If the caller has not yet contacted emergency services, Campus Security will initiate that call. In response to any report, Campus Security will take appropriate and immediate actions to ensure safety and resolve the situation. This may include contacting the Fayetteville Police Department, Emergency Medical Services, Fire Department, or relevant CCBS personnel. These responders will assess the situation and determine the most appropriate and efficient course of action.

To ensure the accuracy and completeness of timely warning notices and annual crime statistics, all criminal offenses should be reported immediately to:

- **CCBS Campus Security:** (910) 323-5614
- **Emergency Services:** 911
- **Fayetteville Police (Non-Emergency):** (910) 433-1529
- **Email:** campussecurity@ccbs.edu

The CCBS community is strongly encouraged to report crimes, emergencies, potential threats, or safety concerns accurately, voluntarily, and promptly. A safe campus environment depends on the active engagement and cooperation of all community members.

If a member of the CCBS community prefers to report an incident anonymously or informally, they may contact one of the following:

- **Vice President of Student Services**
Phone: (910) 323-5614
- **Title IX Coordinator**
Phone: (910) 323-5614

Reports made through these offices will be included in the college's crime statistics as appropriate. If the report warrants a **Timely Warning Notice** (see section below), the Title IX Office or Student Services will notify Campus Security with the necessary information to issue the alert.

Campus Security encourages all victims and witnesses of crime to come forward and report incidents. However, depending on the circumstances and nature of the crime, victims have the right to decline pursuing criminal charges. Filing a report with Campus Security or law enforcement does not automatically result in legal action. Counselors and other college officials are encouraged to inform victims of their reporting options. Reports can be submitted confidentially and voluntarily by providing the date, location, and nature of the incident. This

information is used solely for inclusion in annual crime statistics.

Campus Security Authority

While all criminal and emergency incidents should be reported directly to Campus Security whenever possible, Campus Security Authorities (CSAs) are designated to assist in receiving and forwarding these reports. “Campus Security Authority” is a term specifically defined under the Clery Act and includes four categories of individuals or departments associated with CCBS:

1. **All Campus Security personnel.**
2. **Any individual with responsibility for campus security**, even if not part of the official Campus Security team (e.g., those monitoring access to buildings or events).
3. **Any individual designated by CCBS policy to receive and report criminal incidents** to Campus Security or other appropriate authorities.
4. **Any official of the institution with significant responsibility for student and campus activities**, including but not limited to individuals overseeing housing, student discipline, and campus judicial proceedings.

At CCBS, the following individuals are considered CSAs due to their institutional roles and responsibilities:

- Vice President of Student Services
- Student Counseling Services (excluding counselors protected by legal confidentiality)
- Director of Student Activities
- Title IX Coordinator
- Local law enforcement with jurisdiction over campus property

Note: A CSA is defined as an individual who has both the authority and the duty to take action or respond to specific issues on behalf of the institution.

The following individuals are not considered CSAs under the Clery Act:

- Faculty members with no responsibility beyond the classroom
- Clerical staff, custodial/maintenance staff, and food service personnel

CSAs are required to follow all mandatory reporting procedures outlined in the Reporting Procedures section of this report. Campus Security is responsible for collecting, reviewing, and maintaining all crime reports submitted by CSAs. All related documentation and records are retained by Campus Security and/or the designated institutional office.

Emergency Evacuation Procedures and Policies

When a serious incident occurs that poses an immediate threat to the health or safety of the CCBS community, emergency response agencies—including Campus Security, the Fayetteville Police Department (FPD), and the Fayetteville Fire Department (FFD)—along with other relevant CCBS departments and regional emergency responders, are dispatched and serve as first

responders. These agencies collaborate to respond promptly and effectively to mitigate the situation.

General information about CCBS's emergency response and evacuation procedures is shared annually as part of the institution's compliance with the Clery Act and other applicable federal regulations.

If an incident is confirmed to present an immediate risk to the health and safety of individuals on campus, CCBS will implement emergency notification procedures as outlined in the Timely Warning Notices section of this report.

In accordance with the Higher Education Opportunity Act (HEOA) of 2008 (amending the Higher Education Act of 1965), CCBS has implemented a comprehensive emergency communications system designed to provide rapid notification of emergencies occurring on or near campus. Notifications may be disseminated through:

- Email alerts
- Text messages
- Voice messages
- Flash alerts on the CCBS website

Upon receiving a report of a potential threat, Campus Security is responsible for confirming the existence of a significant emergency or dangerous situation on campus. Campus Security works in coordination with local first responders and campus departments to determine the scope of the threat and the appropriate course of action.

Emergency notifications will be issued without delay, unless doing so—based on the professional judgment of first responders—would compromise efforts to assist a victim, contain the situation, or otherwise mitigate the emergency. Campus Security, in consultation with responding agencies, will determine the content and method of the emergency communication.

Authorized Individuals for Emergency Notifications

The following individuals are authorized to determine, initiate, and communicate emergency notifications to the campus community:

1. Campus Security
2. Provost
3. Office Manager

The Provost is also responsible for communication with external media and public information requests in order to inform the broader community.

CCBS communicates its emergency response and evacuation procedures to the campus community via email and conducts at least one emergency drill or exercise each calendar year. These may be announced or unannounced. Documentation for each test—including the description, date, time, and whether the test was announced—will be maintained by Campus Security.

Timely Warning Notices

In the event of a reported crime occurring on or near campus that poses an ongoing and serious threat to the CCBS community, a Timely Warning Notice will be issued in accordance with the Clery Act. The decision to issue a warning is typically made by the Campus Safety Officer, in consultation with the Provost and, when necessary, other members of the college's leadership team.

If a Timely Warning is deemed necessary, the notice will be drafted by the Campus Safety Officer or the Provost and distributed to the campus community through established communication systems, which may include:

- Campus-wide email alerts
- Text message notifications

Timely Warning Notices are generally issued for Clery-reportable crimes such as:

- Arson
- Criminal homicide
- Robbery
- Aggravated assault
- Sex offenses (considered on a case-by-case basis)
- Armed intruder situations
- Bomb threats
- Gas leaks
- Acts of terrorism

The determining factor for issuing a timely warning is whether the crime presents a continuing threat to the safety of students or employees. In cases such as aggravated assault or sexual offenses, the context, location, and information available at the time will be evaluated to determine whether an ongoing threat exists.

Timely Warning Notices are issued by Campus Security or the Provost's Office, in coordination with the President's Office and local emergency responders, including the Fayetteville Police Department, Fayetteville Fire Department, and Emergency Medical Services (EMS), as appropriate.

Shelter-in-Place

In certain emergency situations—such as chemical spills, air contamination, or civil unrest—it may be safer to remain indoors rather than evacuate. Shelter-in-place refers to the practice of staying inside the building you are already in and making temporary adjustments to enhance safety and comfort until authorities declare it safe to leave.

Basic Shelter-in-Place Guidance

If the building you are in is structurally sound and undamaged, remain indoors and move to an interior room. Stay there until you are informed it is safe to exit.

If your building is damaged, take your essential personal belongings (e.g., phone, ID, wallet, keys) and follow your building's evacuation procedures. Close doors behind you and use stairs instead of elevators. Once outside, proceed to the designated assembly area in the **south parking lot near the shed and dumpster corner**. Follow instructions from first responders on the scene, including police, fire department, or EMS personnel.

How You Will Be Notified to Shelter-in-Place

A shelter-in-place directive may come from various sources, including:

- Campus Security
- Other CCBS administrators or faculty
- Local emergency management or law enforcement authorities

Notifications will be distributed via CCBS's emergency communication systems (email, text, voice alerts, etc.). Additional methods, such as in-person announcements or public address systems, may also be used if necessary.

Steps to Shelter-in-Place

Regardless of your location, follow these steps unless instructed otherwise by emergency personnel:

1. **If you are indoors**, stay where you are. Gather any emergency supplies and keep a phone nearby for communication.
If you are outdoors, move quickly to the nearest safe building and follow shelter-in-place procedures.
2. **Choose an appropriate room**, ideally one that is:
 - Located in the interior of the building
 - Above ground level (unless instructed otherwise)
 - Without windows or with as few windows as possible
 - Large enough to accommodate those present (split into multiple rooms if needed)
3. **Secure the space:**
 - Close and lock all windows and exterior doors
 - Turn off fans, air conditioners, and heaters
 - Close all vents and block airflow as best you can
4. **Account for everyone in the room** and assign someone to report your location and group list to Campus Security.
5. **Monitor communications:**
 - Turn on a radio, television, or use your phone to stay updated on instructions from CCBS or emergency responders.
6. **Remain calm and make yourself comfortable** until an "all clear" notice is issued.

Local Police Departments

CCBS Campus Security maintains a cooperative and proactive working relationship with local emergency response agencies, including the Fayetteville Police Department and other law enforcement entities. If a local agency encounters a CCBS student who is believed to have engaged in criminal activity, that agency will generally notify Campus Security and provide official details of the incident.

As part of the college's annual Clery Act compliance process, Campus Security submits a formal request to local law enforcement agencies each year for any crime data involving CCBS students or incidents occurring on or near campus. This request ensures accurate inclusion of reportable offenses in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and the Violence Against Women Reauthorization Act (VAWA).

Security, Maintenance, and Access to Campus Facilities

CCBS has established security and access control design standards for all newly constructed and renovated buildings owned or controlled by the institution. **Campus Security** conducts regular random checks to ensure that exterior entrances are locked and secure. Any unsafe physical conditions—such as malfunctioning lighting, broken locks, or hazardous walkways—are reported to the appropriate department for prompt correction.

Campus facilities and landscapes are maintained with the goal of minimizing potential safety hazards. During maintenance projects and renovations, security features are reviewed and enhanced as needed to ensure the safety of students, employees, and visitors. This includes evaluating:

- Adequate interior and exterior lighting
- Secure door and window functionality
- Landscaping that does not create visual obstructions or unsafe conditions

These safety and security considerations are incorporated into every facility maintenance, renovation, and construction cycle at CCBS.

Building Access:

Campus buildings are open to the public during regular operating hours. Outside of these hours—including evenings, weekends, and extended breaks—facilities are locked and secured. Access after hours is restricted to authorized personnel.

Education Programs

Campus Security is committed to promoting security awareness and crime prevention within the CCBS community. These efforts are designed to encourage students, faculty, and staff to take responsibility for their own safety and for the well-being of others.

Security awareness education is provided during new student orientations, and training sessions are available by request for departments, groups, or specific events. CCBS encourages all community members to regularly review the Annual Security and Fire Safety Report, which contains the institution's full list of safety policies, emergency procedures, and prevention efforts.

Run, Hide, Fight – Active Shooter Response

One of the primary training programs offered by Campus Security is Run, Hide, Fight, the nationally recognized model for responding to an active shooter situation. This training is made available to all students, faculty, and staff, and can be requested by any group on campus.

Run:

If there is a safe escape path, evacuate immediately. Leave belongings behind, encourage others to leave with you, and help others if possible. Do not expose yourself to the shooter's line of sight.

Hide:

If evacuation is not possible, find a secure location to hide. Lock and barricade the door, turn off lights, silence your phone, and remain quiet. Hide out of the shooter's view and do not open the door for anyone unless clearly identified law enforcement instructs you to do so.

Fight:

As a last resort—and only if your life is in imminent danger—attempt to incapacitate the shooter. Act with physical aggression and use any available objects as improvised weapons. Commit fully to your actions.

Active Shooter Training Videos (FBI):

- [Run, Hide, Fight – 2020 Version](#)
- [Run, Hide, Fight – 2024 Version](#)

Always remember: Help is on the way. Campus Security and the Fayetteville Police Department will respond as quickly as possible. When law enforcement arrives, remain calm and follow all instructions carefully.

Bomb Threat Awareness

In today's world, the possibility of a bomb threat cannot be overlooked. Any individual who receives or is made aware of a bomb threat must follow proper procedures immediately.

A bomb threat—whether made by phone, email, note, or in person—must be taken seriously and

treated as a potential emergency. The following procedures are intended to help CCBS faculty, staff, and students respond appropriately and safely in the event of a bomb threat.

If You Receive a Bomb Threat (Phone Call or Verbal)

1. **Remain Calm and Listen Carefully.**
Do not interrupt the caller. Try to keep the caller on the line as long as possible.
2. **Document as Much Information as Possible**, including:
 - Exact words of the caller
 - Time of the call
 - Caller's voice (male/female, accents, emotional state, etc.)
 - Background noises (traffic, music, other voices)
 - Caller ID information, if available
3. **Ask the Caller These Key Questions:**
 - *When is the bomb going to explode?*
 - *Where is the bomb right now?*
 - *What kind of bomb is it?*
 - *What does it look like?*
 - *Why did you place the bomb?*
4. **Immediately Report the Threat to Campus Security** at (910) 323-5614 and then call **911**.
Provide all gathered information.
5. **Do Not Touch or Move Suspicious Items** if seen.

If You Receive a Bomb Threat (Written or Digital)

1. Preserve the evidence—do not handle the note or delete the message.
2. Notify Campus Security and 911 immediately.
3. Print or photograph digital threats, if possible, and secure any physical notes for law enforcement.

Evacuation and Campus Response

- Campus Security and local authorities (police/fire) will assess the threat and determine whether evacuation is necessary.
- If evacuation is ordered:
 - Do not use cell phones or radios near the suspected device.
 - Exit the building calmly and quickly using the nearest safe exit.
 - Move to the designated evacuation area: *South parking lot near the shed and dumpster corner*.
 - Do not re-enter the building until the "all clear" is given by authorized personnel.

General Bomb Threat Safety Tips

- Do not activate the fire alarm unless instructed—it may trigger detonation in some devices.
- Do not open suspicious packages or containers.
- Follow the instructions of Campus Security, law enforcement, and emergency responders at all times.

Drug Policies

CCBS recognizes that the misuse and abuse of alcohol and illegal drugs is a serious social and public health issue that undermines academic achievement, personal well-being, and the mission of the institution. As such, the college is committed to maintaining a drug-free and alcohol-free environment in accordance with federal, state, and local laws.

Alcohol Policy

The possession, use, or distribution of alcoholic beverages is strictly prohibited on any property owned, leased, or controlled by CCBS. This includes all buildings, parking lots, and vehicles associated with the college.

Anyone found in violation of this policy will be subject to disciplinary action, up to and including dismissal from the college. Additionally, individuals are subject to prosecution under local, state, and federal laws.

Drug Policy

The use, possession, manufacture, sale, distribution, or transportation of illegal drugs or drug paraphernalia is strictly prohibited, whether on campus or off campus. This includes controlled substances that are not legally prescribed and used in accordance with a medical prescription.

Violations of this policy may result in:

- Disciplinary action by the college (including suspension or dismissal)
- Referral for criminal prosecution
- Referral for counseling or rehabilitation as appropriate

CCBS complies fully with the Drug-Free Schools and Communities Act Amendments of 1989, and all students and employees are expected to adhere to this standard as a condition of enrollment or employment.

Policy from CCBS Employee Handbook

16.0 Drug Policy

All CCBS employees are prohibited from engaging in the use or possession of illegal drugs, whether on or off duty. Employees who engage in the prohibited conduct identified above will receive discipline, up to and including discharge.

CCBS expects all employees to report for and perform work free from the influence of illegal drugs, alcohol, or other controlled substances. All employees are responsible for self-assessment of their ability to perform their work in a safe and reliable manner. Employees are expected to report to work each day in a condition to safely perform their work. Employees are encouraged to consult with their doctor or pharmacist concerning their ability to work safely while on prescription drugs and must inform their supervisor when using prescription or over-the-counter medications that might adversely affect their ability to operate a CCBS vehicle or machinery.

In order to effectuate this Drug Policy, CCBS may, in its sole discretion, require employees to submit to substance abuse testing upon request. Specifically, employees may be required to submit to some or all of the following: drug screening prior to employment, random testing, post-accident testing, and reasonable suspicion testing. Failure to submit to a substance abuse test when requested by a supervisor or alteration or attempted alteration of a sample submitted for substance abuse testing will result in discharge. All substance abuse testing will be conducted in accordance with the North Carolina Controlled Substance Examination Regulation Act.

Medications: Employees must inform their supervisor when using prescription or over-the-counter medications that might adversely affect the safe and reliable performance of their work. Employees using prescription medications must be under a physician's immediate care during its use or they must be taking the medication as part of an ongoing treatment plan that can be verified by the physician.

Reporting Violations: Employees who observe conduct that may indicate a violation of this Drug Policy should report such observations to their supervisor or the Provost.

Compliance with this policy is a condition of employment. Violations may result in disciplinary action, up to and including termination.

Policy from Student Handbook

Tobacco & Controlled Substances

The possession and use of alcoholic beverages of any description, non-prescribed narcotics or hallucinogenic drugs, including marijuana, is completely and strictly prohibited on the campus. Tobacco use in all forms is prohibited on the campus.

Crime Statistics

CCBS prepares this report in compliance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*. The full text of the Annual Security and Fire Safety Report is available online at: <https://ccbs.edu/disclosures/>. This report is developed in cooperation with local law enforcement agencies—including the Fayetteville Police Department (FPD)—and various departments within CCBS.

Campus crime, arrest, and disciplinary referral statistics include reports received by the FPD and by designated campus officials (such as administrators, department heads, and other individuals with significant responsibility for student and campus activities).

Each year, enrolled students receive an email notification with a link to access the report online. Similar notifications are distributed to all faculty and staff. Printed copies are available upon request from the Provost's Office or by emailing provost@ccbs.edu.

How to Report a Criminal Offense

To report a crime, suspicious activity, or emergency:

- Campus Security (non-emergency): (910) 323-5614
- Fayetteville Police Department (non-emergency): (910) 433-1529
- Emergency Services: 911

Suspicious persons or activities—including loitering in parking areas or unauthorized access to buildings—should be reported immediately to Campus Security.

Crimes may also be reported to the following offices:

- Student Services
- Office of the Vice President of Student Services
- Financial Aid / Student Resources
- Business Office
- Provost's Office

Voluntary Confidential Reporting

If you are a victim or witness to a crime and do not wish to pursue disciplinary or legal action, you may still choose to file a **confidential report**. With your permission, Campus Security or a designated official can document the incident without revealing your identity.

The purpose of a confidential report is to comply with your request for anonymity while allowing CCBS to:

- Maintain accurate records of campus crime
- Identify potential patterns or repeat locations
- Inform the community of possible threats to safety

Confidential reports are included—without names—in the institution's annual crime statistics.

Members of the CCBS community are also encouraged to use the Anonymous Concern Form to report any criminal activity, threats, or suspicious behavior without identifying themselves. This form is available at:

- [Anonymous Concern Form](#)

All submissions are reviewed and handled discreetly by appropriate college officials.

Pastoral and Professional Counselor Exemption

According to the 1998 amendments to the Clery Act, certain counselors are exempt from mandatory crime reporting when acting in their counseling capacity. These include:

- **Pastoral Counselor:** An employee recognized by a religious organization who provides confidential spiritual counseling and functions within the scope of that role.
- **Professional Counselor:** An employee whose official responsibilities include providing psychological counseling and who is functioning within the scope of their licensure or certification.

While not required to report crimes for inclusion in the annual statistics, these counselors are encouraged—when deemed appropriate—to inform individuals of their option to report crimes voluntarily and confidentially.

Disclosures to Alleged Victims

Upon written request, CCBS will disclose the results of any disciplinary hearing to the alleged victim of a crime of violence or non-forcible sex offense. If the alleged victim is deceased due to the offense, the college will provide this information to the victim's next of kin, upon request.

Campus Security Authority

Campus administrators, staff, faculty, and Campus Security personnel are authorized to ask individuals on campus for identification and to verify their purpose for being on campus property. However, Campus Security does not have arrest powers. Criminal incidents are referred to the Fayetteville Police Department, which maintains jurisdiction over the campus.

CCBS maintains a strong, cooperative relationship with FPD. Campus Security and local police communicate regularly during incidents that occur in or around campus, and they coordinate joint efforts when necessary. This includes sharing information, crime reports, and investigative support. At this time, there is no formal Memorandum of Understanding (MOU) between CCBS and the FPD.

Prompt reporting of criminal activity ensures the accuracy of campus crime statistics and the issuance of timely warning notifications when necessary.

Annual Statistics

	2024			
Activity or Category	On-Campus Property	On-Campus Student Housing Facilities	Non-Campus Property	Public Property
Murder/Non-Negligent Manslaughter	0	0	0	0
Negligent Manslaughter	0	0	0	0
Rape	0	0	0	0
Fondling	0	0	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Arson	0	0	0	0
Dating Violence	0	0	0	0
Domestic Violence	0	0	0	0
Stalking	0	0	0	0
Arrests				
Arrest: Weapons: Carrying, Possessing, Etc.	0	0	0	0
Arrests: Drug Abuse Violations	0	0	0	0
Arrests: Liquor Law Violations	0	0	0	0
Referrals for Campus Discipline				
Disciplinary Referrals: Weapons: Carrying, Possessing, Etc.	0	0	0	0
Disciplinary Referrals: Drug Abuse Violations	0	0	0	0
Disciplinary Referrals: Liquor Law Violations	0	0	0	0
Hate Crimes:				
Race	0			
Religion	0			
Sexual Orientation	0			
Gender	0			
Gender Identity	0			
Disability	0			
Ethnicity/National Origin	0			

	2023			
Activity or Category	On-Campus Property	On-Campus Student Housing Facilities	Non-Campus Property	Public Property
Murder/Non-Negligent Manslaughter	0	0	0	0
Negligent Manslaughter	0	0	0	0
Rape	0	0	0	0
Fondling	0	0	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Arson	0	0	0	0
Dating Violence	0	0	0	0
Domestic Violence	0	0	0	0
Stalking	0	0	0	0
Arrests				
Arrest: Weapons: Carrying, Possessing, Etc.	0	0	0	0
Arrests: Drug Abuse Violations	0	0	0	0
Arrests: Liquor Law Violations	0	0	0	0
Referrals for Campus Discipline				
Disciplinary Referrals: Weapons: Carrying, Possessing, Etc.	0	0	0	0
Disciplinary Referrals: Drug Abuse Violations	0	0	0	0
Disciplinary Referrals: Liquor Law Violations	0	0	0	0
Hate Crimes:				
Race	0			
Religion	0			
Sexual Orientation	0			
Gender	0			
Gender Identity	0			
Disability	0			
Ethnicity/National Origin	0			

	2022			
Activity or Category	On-Campus Property	On-Campus Student Housing Facilities	Non-Campus Property	Public Property
Murder/Non-Negligent Manslaughter	0	0	0	0
Negligent Manslaughter	0	0	0	0
Rape	0	0	0	0
Fondling	0	0	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Arson	0	0	0	0
Dating Violence	0	0	0	0
Domestic Violence	0	0	0	0
Stalking	0	0	0	0
Arrests				
Arrest: Weapons: Carrying, Possessing, Etc.	0	0	0	0
Arrests: Drug Abuse Violations	0	0	0	0
Arrests: Liquor Law Violations	0	0	0	0
Referrals for Campus Discipline				
Disciplinary Referrals: Weapons: Carrying, Possessing, Etc.	0	0	0	0
Disciplinary Referrals: Drug Abuse Violations	0	0	0	0
Disciplinary Referrals: Liquor Law Violations	0	0	0	0
Hate Crimes:				
Race	0			
Religion	0			
Sexual Orientation	0			
Gender	0			
Gender Identity	0			
Disability	0			
Ethnicity/National Origin	0			

	2021			
Activity or Category	On- Campus Property	On- Campus Student Housing Facilities	Non- Campus Property	Public Property
Murder/Non-Negligent Manslaughter	0	0	0	0
Negligent Manslaughter	0	0	0	0
Rape	0	0	0	0
Fondling	0	0	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Arson	0	0	0	0
Dating Violence	0	0	0	0
Domestic Violence	0	0	1	0
Stalking	0	0	0	0
Arrests				
Arrest: Weapons: Carrying, Possessing, Etc.	0	0	0	0
Arrests: Drug Abuse Violations	0	0	0	0
Arrests: Liquor Law Violations	0	0	0	0
Referrals for Campus Discipline				
Disciplinary Referrals: Weapons: Carrying, Possessing, Etc.	0	0	0	0
Disciplinary Referrals: Drug Abuse Violations	0	0	0	0
Disciplinary Referrals: Liquor Law Violations	0	0	0	0
Hate Crimes:				
Race	0			
Religion	0			
Sexual Orientation	0			
Gender	0			
Gender Identity	0			
Disability	0			
Ethnicity/National Origin	0			

Definitions

Unless otherwise required by the Clery Act, CCBS uses the definitions and classifications provided by the FBI's Uniform Crime Reporting (UCR) Program.

Criminal Offenses

- **Murder and Nonnegligent Manslaughter:** The willful (nonnegligent) killing of one human being by another.
- **Manslaughter by Negligence:** The killing of another person through gross negligence.
- **Sex Offenses:** Any sexual act directed against another person, without the victim's consent, including instances where the victim is incapable of giving consent.
- **Rape:** Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the victim's consent.
- **Fondling:** The touching of the private body parts of another person for sexual gratification, without the victim's consent, including when the victim is incapable of giving consent due to age or temporary/permanent mental or physical incapacity.
- **Incest:** Sexual intercourse between persons related to each other within degrees that prohibit marriage by law.
- **Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.
- **Robbery:** The taking or attempted taking of anything of value from the custody of a person by force or threat of force, violence, or by putting the victim in fear.
- **Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury, often involving a weapon or other means likely to cause death or serious harm.
- **Burglary:** The unlawful entry of a structure to commit a felony or theft.
- **Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle.
- **Arson:** Any willful or malicious burning or attempt to burn a dwelling, public building, vehicle, aircraft, or personal property of another.

Weapons, Drug, and Alcohol Violations

- **Illegal Weapons Possession:** Violation of laws prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of deadly weapons (firearms, explosives, etc.).
- **Drug Law Violations:** Violations related to the unlawful production, distribution, possession, or use of controlled substances and related equipment.
- **Liquor Law Violations:** Violations of laws regulating the manufacture, sale, transport, possession, or use of alcoholic beverages. This includes furnishing liquor to minors or maintaining illegal drinking establishments. *Note: Public drunkenness and DUI are not included.*

Clery Act and Hate Crime Categories

- **Bias (Hate Crime Bias):** A preformed negative opinion or attitude toward a group based on race, religion, disability, sexual orientation, ethnicity, gender, or gender

identity.

- **Hate Crimes:** Crimes that show evidence the victim was intentionally targeted because of bias against a protected category. Hate crimes must be reported for the following offenses:
 - Murder and Nonnegligent Manslaughter
 - Sex Offenses (including non-forcible)
 - Robbery
 - Aggravated Assault
 - Burglary
 - Motor Vehicle Theft
 - Arson
 - Larceny-Theft
 - Simple Assault
 - Destruction/Damage/Vandalism of Property
 - Any other crime involving bodily injury

No hate crimes were reported to Campus Security or the Fayetteville Police Department in 2024, 2023, 2022, and 2021.

Additional Offense Categories

- **Larceny-Theft:** The unlawful taking or carrying away of property from the possession or constructive possession of another.
- **Simple Assault:** An unlawful physical attack without a weapon and without resulting in serious or aggravated bodily injury.
- **Intimidation:** The unlawful act of placing another person in reasonable fear of bodily harm using threatening words or conduct, without displaying a weapon or inflicting physical harm.
- **Destruction/Damage/Vandalism of Property:** Willful or malicious damage or defacement of public or private property without the owner's consent.
- **Sexual Assault (State Definition):** Non-consensual sexual contact committed:
 - By force, threat, intimidation, or deception
 - Against more than one victim within a two-year period, or more than once with the same victim
 - When the victim is under the offender's authority (e.g., inmate/officer or parolee/parole officer)

Geographic Definitions (per Clery Act)

- **Non-Campus Property:** Any property owned or controlled by a student organization officially recognized by the institution or used in direct support of its educational purposes and frequently used by students.
- **Public Property:** Any public property that is within or immediately adjacent to and accessible from the campus.
- **Residential Facilities:** Any CCBS-owned building on campus that serves as a residence for students.

Law Enforcement and Disciplinary Terms

- **Local Police:** Law enforcement agencies with jurisdiction on or around campus, including the Fayetteville Police Department, Cumberland County Sheriff's Office, and North Carolina Highway Patrol.
- **Arrest:** The physical apprehension or citation of an individual for violating a law.
- **Referred for Disciplinary Action:** A referral of a student to the Vice President of Student Services for possible institutional sanctions due to a legal or policy violation.
- **Unfounded:** A reported crime that law enforcement, after investigation, determines to be false or baseless.

Number of Unfounded Crimes in 2024: 0

Annual Fire Safety Report

In accordance with the Higher Education Opportunity Act (HEOA) of 2008 (Public Law 110-315), all U.S. institutions of higher education with on-campus student housing are required to produce an annual fire safety report. This report outlines the institution's fire safety practices, policies, and statistics for any fire-related incidents occurring in on-campus student housing facilities.

Although CCBS does not currently operate on-campus residential housing, this section discloses fire safety practices and compliance standards related to our facilities and community safety protocols.

Fire Detection and Suppression Systems

Campus Security is responsible for monitoring all fire detection and fire suppression systems across campus. This includes smoke detectors, fire extinguishers, and alarm systems. Inspections and maintenance are conducted regularly to ensure all equipment is functioning properly and meets current fire safety codes.

Fire safety inspections are carried out:

- By Campus Security
- In coordination with the Fayetteville Fire Marshal
- With the assistance of licensed third-party contractors

If deficiencies are identified during inspections, immediate corrective action is taken, and systems are repaired or upgraded as needed.

Reporting a Fire

All fire incidents—regardless of size or damage—should be reported immediately to Campus Security at (910) 323-5614. Prompt reporting ensures the event is documented and reviewed, and that appropriate follow-up actions can be taken.

Fire Protection Systems

	Fire Alarm Monitoring	Full Sprinkler System	Smoke Detection	Fire Extinguishing Devices	Exit Signs and Evacuation Plans	Number of Fire Drills Each Calendar Year
Main Campus	X			X	X	1

Fire Statistics

2024

	Total Fires	Date/Time	Location	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damage Caused by Fire
Main Campus	0	N/A	N/A	N/A	N/A	N/A	N/A

2023

	Total Fires	Date/Time	Location	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damage Caused by Fire
Main Campus	0	N/A	N/A	N/A	N/A	N/A	N/A

2022

	Total Fires	Date/Time	Location	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damage Caused by Fire
Main Campus	0	N/A	N/A	N/A	N/A	N/A	N/A

2021

	Total Fires	Date/Time	Location	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damage Caused by Fire
Main Campus	0	N/A	N/A	N/A	N/A	N/A	N/A

Missing Students

In accordance with the *Higher Education Opportunity Act (HEOA)*, if a member of the CCBS community has reason to believe that a student residing in on-campus housing is missing, they should immediately notify Campus Security at (910) 323-5614.

Upon receiving a missing student report, Campus Security will:

1. Initiate an internal investigation
2. Notify the Fayetteville Police Department (FPD) within 24 hours, unless they have already been contacted
3. Assist law enforcement in generating a missing person report

If law enforcement determines that the student has been missing for 24 hours, CCBS will promptly take the following steps:

- Notify the student's designated emergency contact
- If the student is under 18 years of age and not emancipated, notify the student's parent or legal guardian immediately after confirming the student is missing

CCBS will comply fully with all applicable laws and institutional procedures regarding missing persons and will coordinate with local authorities as needed during the investigation.

Note: CCBS does not currently offer on-campus housing. This policy is included to meet federal reporting requirements and will be fully implemented if housing is established in the future.

Sexual Assault Policies

Sexual Harassment, Discrimination, and Assault

CCBS is committed to maintaining a Christ-centered environment that is free from all forms of sex-based discrimination, including sexual harassment, sexual assault, sexual misconduct, dating and domestic violence, and stalking. These behaviors violate both biblical principles and federal law, and are strictly prohibited at CCBS.

All members of the CCBS community—students, faculty, staff, and visitors—are expected to treat one another with Christian love, mutual respect, and personal dignity.

In keeping with our biblical values, CCBS provides educational and spiritual programming that promotes sexual purity, personal responsibility, and abstinence outside the covenant of marriage. However, any behavior that violates consent, individual rights, or legal protections will be addressed in accordance with institutional policy and applicable law.

Prohibited Conduct

CCBS prohibits the following Clery-defined and Title IX-related behaviors, whether committed on or off campus, and regardless of the relationship between individuals involved:

Sex-Based Misconduct (Including but not limited to):

- Sexual Harassment
- Sexual Exploitation
- Sexual Assault
- Non-Consensual Sexual Contact (or attempts)
- Non-Consensual Sexual Intercourse (or attempts)

Other Misconduct Offenses When Based on Sex or Gender:

- Bullying or cyberbullying
- Dating Violence
- Domestic Violence
- Stalking

All allegations are taken seriously and are subject to investigation, resolution, and possible disciplinary action as outlined in the CCBS Title IX Policy and Student Code of Conduct.

Risk Reduction and Prevention Tips

While no victim is ever at fault for being harmed, CCBS encourages all members of its community to practice wisdom and vigilance—consistent with biblical values of self-control and concern for others. The following are general safety tips that can reduce the risk of experiencing or committing non-consensual acts:

- Stay with trusted friends; look out for one another
- Trust your instincts and remove yourself from unsafe situations

- Avoid isolated areas; walk or jog with a companion
- Keep your phone charged and accessible
- Notify a friend of your location and return time
- Know your personal limits and communicate them clearly
- Say “NO” clearly and firmly to unwanted advances
- Never assume consent based on silence, past behavior, or appearance
- Understand that consent must be informed, voluntary, and ongoing
- Do not take advantage of someone under the influence of alcohol or drugs
- Recognize that your presence or physical size may feel intimidating to others
- Respect personal boundaries and body language
- Do not share intimate content or images without clear permission
- If someone sends mixed signals or appears uncomfortable—stop immediately

If you or someone you know is in immediate danger, call 911. For support, reporting, or guidance, contact Campus Security or the Title IX Coordinator at (910) 323-5614.

Sexual Misconduct Definitions

The following terms are defined in accordance with federal guidance under the Clery Act, Title IX regulations, and CCBS institutional policy. These definitions are intended to clarify prohibited behaviors and support a community of safety, respect, and accountability.

Consent

Consent is informed, voluntary, and mutually understandable words or actions that clearly indicate a willingness to participate in a specific act. Consent must be actively given—it cannot be inferred from silence, passivity, or lack of resistance.

Consent is:

- Freely given, without coercion, force, manipulation, or threats
- Required for each sexual act, regardless of prior consent or relationship history
- Not valid when the individual is a minor, mentally impaired, incapacitated (due to drugs, alcohol, or unconsciousness), or otherwise physically helpless

Use of alcohol or drugs does not excuse conduct that violates this policy. Consent to one act does not imply consent to future acts.

Hostile Environment (Sexual Harassment)

A hostile environment occurs when unwelcome conduct of a sexual nature is so severe, pervasive, or objectively offensive that it limits a student’s ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, or abusive environment. A hostile environment can be created by faculty, staff, students, or even third parties (e.g., visitors or contractors).

Quid Pro Quo (Sexual Harassment)

Quid pro quo harassment occurs when a school employee explicitly or implicitly conditions

access to a program, service, or academic benefit on submission to unwelcome sexual conduct.

For example, a faculty member threatening to fail a student unless they agree to go on a date would constitute quid pro quo harassment.

Incapacitation

Incapacitation is a state in which a person is unable to make a rational, informed decision due to the influence of alcohol, drugs, unconsciousness, sleep, or other mental/physical impairment. A person who is incapacitated cannot legally give consent.

Signs of incapacitation may include:

- Slurred speech
- Lack of coordination
- Vomiting or inability to stay awake
- Confusion or disorientation

Retaliation

Retaliation is any adverse action taken against a person because they filed a complaint, participated in an investigation, or otherwise opposed conduct prohibited by this policy. This includes actions against individuals who intervene as bystanders.

Examples include:

- Intimidation or threats
- Harassment or social exclusion
- Academic or employment consequences motivated by the complaint

Retaliation is a violation of institutional policy and may result in disciplinary action.

Reporting Party

A reporting party is any person who brings forward information about a potential violation of this policy—regardless of whether they are the direct victim. Reporting parties may include witnesses, advocates, or concerned third parties.

Sexual Assault

Sexual assault refers to any sexual contact or behavior that occurs without the explicit consent of the recipient. This includes, but is not limited to:

- Forced sexual intercourse
- Forcible sodomy
- Child molestation
- Incest
- Fondling
- Attempted rape

Sexual assault may be perpetrated by a stranger or by someone known to the victim, including a friend, partner, or spouse.

Sex-Based Misconduct Offenses

CCBS strictly prohibits all forms of sex-based misconduct. These behaviors violate both federal law and the biblical values of dignity, respect, and purity. The following categories define conduct that is unacceptable and subject to disciplinary action.

1. Sexual Harassment & Sexual Exploitation

Sexual Harassment is unwelcome, gender-based verbal or physical conduct that is sufficiently severe, persistent, or pervasive that it:

- Unreasonably interferes with, denies, or limits an individual's ability to participate in or benefit from the college's programs or activities, and/or
- Involves quid pro quo conduct, creates a hostile environment, or results in retaliation

Factors considered in determining sexual harassment may include:

- Perspective of the individual experiencing the conduct
- Perspective of a reasonable person in similar circumstances
- Impact on a student's education or employee's work environment
- Nature, scope, frequency, duration, and location of the incident(s)
- Identities, roles, and relationships of those involved
- Context within the higher education environment

Sexual Exploitation occurs when someone takes non-consensual or abusive sexual advantage of another person for their own benefit or the benefit of others. It does not necessarily involve direct sexual contact but violates the dignity and rights of the individual.

Examples include, but are not limited to:

- Invasion of sexual privacy
- Prostituting another person
- Non-consensual video, audio, cyber, or social media exposure of genitalia or sexual activity
- Voyeurism (e.g., watching someone undress or engage in sexual activity without consent)
- Indecent exposure or coercing someone to expose themselves
- Sexually-based stalking or bullying

2. Non-Consensual Sexual Contact (or Attempts)

Non-consensual sexual contact is:

- Any intentional sexual touching,
- However slight,
- With any object,
- By a person of any gender,
- Directed toward another person of any gender,

- That occurs without consent and/or through force

Sexual contact includes:

- Intentional touching of breasts, buttocks, groin, genitals, or the clothing covering these areas
- Making another person touch you or themselves in a sexual way
- Other intentional bodily contact conducted in a sexual manner

This category may also include pervasive verbal sexual harassment or egregious forms of sexual exploitation.

3. Non-Consensual Sexual Intercourse (or Attempts)

Non-consensual sexual intercourse is:

- Any sexual intercourse,
- However slight,
- With any object,
- By a person of any gender upon another person of any gender,
- That occurs without consent

Intercourse includes vaginal or anal penetration by a penis, object, tongue, or finger, as well as oral copulation, regardless of the degree of penetration or contact.

Classification Factors may include:

- Non-violent factors:
 - No evidence of force
 - Disputed or unclear consent
- Mitigating factors:
 - Mutual intoxication/incapacitation
 - No prior misconduct record
 - Lack of cooperation from the reporting party
 - History of prior consensual relationship
- Aggravating factors:
 - Prior record of sex-based misconduct
 - Use of force or coercion
 - Particularly egregious conduct
 - Multiple victims

Other Misconduct Offenses When Based on Sex or Gender

These offenses are also prohibited when motivated by or rooted in sex, gender, or gender identity:

- **Bullying:**
Repeated and/or severe aggressive behavior intended to intimidate, harm, or control another person physically or mentally.
- **Domestic Violence:**

A crime of violence committed by a current or former spouse or intimate partner, co-parent, or any individual protected under state domestic or family violence laws.

- **Dating Violence:**

Violence committed by a person in a romantic or intimate relationship with the victim. The existence of the relationship is determined by its length, type, and frequency of interaction.

- **Stalking:**

A course of conduct directed at a specific individual that would cause a reasonable person to:

- Fear for their safety or the safety of others, or
- Suffer substantial emotional distress

Sexual Harassment Policy from Employee Handbook

Section 14.0 Sexual and Other Unlawful Forms of Harassment

CCBS prohibits any form of sexual and other unlawful harassment involving any of its employees in the employment relationship. Harassment, retaliation, coercion, interference, or intimidation of an employee due to his or her legally protected status or characteristic, or that of an employee's relatives, friends, or associates, is strictly forbidden. This policy is part of CCBS' efforts to maintain a workplace free of harassment for its employees.

14.1 Sexual Harassment

Sexual harassment does not require physical contact, but can be any type of unwelcome conduct. It includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when submission to the conduct is made a term or condition of an individual's employment (either explicitly or implicitly), when submission to or rejection of the conduct is used as the basis for employment decisions affecting the individual, or when the conduct is sufficiently severe, persistent, or pervasive to interfere with an individual's work performance or to create an intimidating, hostile, or offensive working environment.

14.2 Other Unlawful Harassment

Other unlawful harassment may consist of verbal or physical conduct that denigrates or shows hostility or aversion toward an individual because of his or her legally protected status or characteristic, or that of his or her relatives, friends, or associates, and has the purpose or effect of creating an intimidating, hostile, or offensive work environment; has the purpose or effect of interfering unreasonably with an individual's work; or otherwise adversely affects an individual's employment opportunities.

14.3 Prohibitions

Any act, comment, or behavior that constitutes sexual or other unlawful harassment is strictly prohibited and will not be tolerated of any employee, either on or off CCBS' premises. For purposes of this policy, this includes but is not limited to: slurs, jokes, or other verbal, graphic, or physical conduct relating to an individual's legally protected status or characteristic. This prohibition covers not only the relationships between employees of CCBS, but also each employee's relationship with the employees of other companies encountered in the course of performing the duties of his or her job.

14.4 Reports and Investigations

Employees, without any fear of reprisal, should bring any form of sexual or other unlawful harassment (whether by a co-worker or someone else encountered while performing their job duties) to the attention of their supervisor. All supervisors who receive a complaint of sexual or other unlawful harassment should immediately contact the President or the Provost. If for some reason an employee does not feel comfortable reporting harassment to his or her supervisor, the employee should feel free to report the harassment to the next higher supervisor in the reporting chain, another member of management, or the Provost. Upon receipt of an allegation of harassment, CCBS will promptly begin an investigation into the circumstances of the incident and the alleged harassment. Any person who becomes aware of an incident of sexual or other unlawful harassment, whether by witnessing the incident or being told of it, should report it immediately to the Provost.

CCBS will keep all information relating to harassment allegations and investigations as confidential as possible under the circumstances.

14.5 Corrective and/or Disciplinary Action

Following CCBS' investigation, a review of the results of the investigation with the person(s) involved will be conducted and appropriate corrective and/or disciplinary action will be taken, which may result in immediate termination of employment for employees who are determined to have engaged in sexual or other unlawful harassment, conduct approaching sexual or other unlawful harassment, or other conduct that violates CCBS' policy.

14.6 Protection Against Retaliation

CCBS will not in any way retaliate against an individual who makes a report of harassment in good faith or who assists in an investigation. Retaliation is a serious violation of this harassment policy and should be reported immediately. Any employee found to have retaliated against

another employee in violation of this policy will be subject to disciplinary action, up to and including termination.

Sex Offender Registry

In accordance with the Campus Sex Crimes Prevention Act (effective October 28, 2002), institutions of higher education are required to inform the campus community about where to obtain information regarding registered sex offenders.

This federal law also requires registered sex offenders to notify each institution of higher education in the state if they are:

- Enrolled as a student
- Employed (including part-time or contracted work)
- Volunteering or carrying on a vocation at the institution

This requirement is in addition to any state law obligations for sex offender registration.

North Carolina Sex Offender Registry

Information about registered sex offenders in North Carolina, including those who may be affiliated with CCBS, can be accessed through the North Carolina State Bureau of Investigation at: <http://sexoffender.ncsbi.gov>

This registry provides details about the offender's identity, location, and offense history, as made available by the State of North Carolina.

Preventing and Responding to Sex Offenses

If you are a victim of sexual assault, your first priority is to ensure your safety. Immediately seek a secure location and obtain medical attention as needed. Prompt medical care is critical—not only for your health, but also for preserving evidence should you choose to report the incident.

CCBS strongly encourages victims of sexual assault to report the incident as soon as possible. Time is a critical factor for collecting and preserving evidence.

How to Report

Victims may report a sexual assault to:

- Campus Security: (910) 323-5614
- VP of Student Services Office: (910) 323-5614

Filing a report with Campus Security does not obligate the victim to pursue legal action or participate in any disciplinary process. Nor will reporting result in judgmental treatment. Victims are treated with respect and compassion in a supportive, trauma-informed manner.

Benefits of Reporting

Filing a report ensures:

- The victim receives free medical care and testing as needed
- Evidence is collected and preserved in a timely manner (Note: Victims should avoid showering, using the restroom, changing clothes, or douching before a medical/legal exam if possible)
- The victim has access to free, confidential counseling and support services, including professionals trained in sexual assault crisis response

Law Enforcement Involvement

When Campus Security is notified of a sexual assault, the Fayetteville Police Department (FPD) will also be contacted. The victim may choose to:

- Pursue the matter through the criminal justice system
- Pursue it through CCBS's internal disciplinary process
- Pursue both or neither

A trained CCBS representative will support the victim throughout the decision-making process and help navigate all available resources and options.

Institutional Disciplinary Process

If the case is handled within CCBS, disciplinary procedures will be followed in accordance with the Student Handbook and the institution's Title IX policy. This includes:

- A prompt, fair, and impartial investigation and resolution
- Equal opportunity for both parties to present witnesses and evidence
- Sanctions up to and including expulsion for those found responsible

Violence Against Women Act (VAWA)

CCBS does not discriminate on the basis of sex in its educational programs or activities. Acts of sexual harassment, sexual violence, dating violence, domestic violence, and stalking are forms of sex-based discrimination and are strictly prohibited, whether they occur on or off campus.

This policy outlines CCBS's comprehensive plan to prevent and respond to such misconduct through educational initiatives, institutional procedures, victim support, and disciplinary action. CCBS reaffirms its commitment to a campus environment that upholds the dignity, safety, and worth of every individual, rooted in Christian love and mutual respect.

Prohibited Conduct

CCBS prohibits the following acts, regardless of whether they are sexually based:

- Sexual harassment
- Non-consensual sexual contact
- Non-consensual sexual intercourse
- Sexual exploitation
- Dating violence
- Domestic violence
- Stalking

Victims are strongly encouraged to report incidents to Campus Security and/or local law enforcement. Reporting does not obligate prosecution, but preserves the possibility for future legal action and facilitates access to medical and counseling services.

Reporting and Support Options

Victims have the right to pursue:

- CCBS disciplinary action
- Criminal prosecution
- Civil litigation
- Or none of the above

Victims are never discouraged from reporting and are protected from retaliation. CCBS policy prohibits any adverse action against someone who reports or participates in an investigation.

To report an incident:

- Campus Security: (910) 323-5614
- Fayetteville Police Department: 911 (emergencies) or (910) 433-1529

Immediate Steps After Sexual Assault or Domestic Violence

If you have experienced sexual assault or related violence, CCBS recommends the following:

1. Go to a safe place.
2. Call 911 or Campus Security if the incident occurred on campus.

3. Contact a trusted friend or family member.
4. Avoid bathing, douching, urinating, or changing clothes if possible.
5. Do not eat, drink, smoke, or brush your teeth if oral contact occurred.
6. Save all clothing in a paper bag, not plastic.
7. Seek prompt medical attention.
8. Avoid cleaning or moving items at the scene until police can collect evidence.
9. Document details—write down everything remembered as soon as possible.

Preserving Evidence

Timely evidence collection (within 96 hours) increases the chance of successful investigation and prosecution. Even if a victim does not wish to pursue charges, medical professionals can treat injuries and address concerns of STIs or pregnancy.

Victims should also preserve electronic communications and logs related to the incident, including:

- Texts, emails, or messages
- Photos or screenshots
- Journals or logs of events
- Witness contact information

Support Resources

Victims of sexual assault, dating/domestic violence, or stalking are not alone. Resources are available to assist with medical care, safety planning, housing or academic adjustments, and emotional support.

- For emergency needs, call 911
- Medical care: Seek treatment from a local emergency room
- Support services: Trained counselors and staff are available to assist you in navigating your options

Confidentiality and Recordkeeping

CCBS will protect the confidentiality of victims and other parties whenever possible and will complete all Clery-required reporting without including personally identifiable information, in accordance with Section 40002(a)(20) of the *Violence Against Women Act of 1994*.

VAWA Definitions

Under VAWA and the Clery Act, the following definitions apply:

- **Sexual Assault:** Includes rape, fondling, incest, or statutory rape. Any non-consensual sexual act committed against another person, including when the victim is incapable of consent.
- **Rape:** Penetration of the vagina or anus with any body part or object, or oral penetration by a sex organ, without consent.
- **Fondling:** The touching of private body parts for sexual gratification, without consent.
- **Incest:** Non-forcible sexual intercourse between people who are legally prohibited from marrying.

- **Statutory Rape:** Non-forcible sexual intercourse with a person under the statutory age of consent.
- **Domestic Violence:** A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner, co-parent, cohabitant, or any person covered by relevant domestic violence laws.
- **Dating Violence:** Violence committed by someone who is or has been in a romantic or intimate relationship with the victim, as determined by relationship length, type, and frequency of interaction.
- **Stalking:** A course of conduct directed at a specific person that would cause a reasonable person to:
 - Fear for their safety or the safety of others, or
 - Suffer substantial emotional distress

Definitions for stalking include:

- *Course of conduct:* Two or more acts that may include following, monitoring, or threatening
- *Substantial emotional distress:* Significant mental anguish that may or may not require professional treatment
- *Reasonable person:* A person in similar circumstances and with similar identity traits

Institutional Procedures

All CCBS investigative and disciplinary procedures will:

- Be conducted fairly and impartially
- Provide timely notice to both the complainant and respondent
- Ensure equal access to information used during informal or formal meetings
- Be governed by applicable institutional policies outlined in the Student Handbook and Title IX policy

If a report of domestic violence, dating violence, sexual assault, or stalking by a student is reported to CCBS, the procedures that CCBS will follow, as well as a statement of the standard of evidence that will be used during any judicial hearing on campus arising from such a report are listed below:

Incident Being Reported:	Procedure CCBS Will Follow:	Evidentiary Standard:
Sexual Assault, Domestic Violence, Dating Violence, or Stalking	1. Assist the complainant in obtaining medical care, based on when the report is made (immediate vs. delayed). 2. Assess the complainant's immediate safety needs. 3. Help the complainant contact local law enforcement if requested and provide contact information. 4. Provide referrals to on- and off-campus counseling and support resources. 5. Evaluate and implement appropriate interim or long-term protective measures (e.g., changes to class schedule, no-contact directives). 6. Issue a Campus Ban or Trespass notice to the accused party, if warranted. 7. Provide the complainant with the Sexual Misconduct Policy and explain time frames for inquiry, investigation, and resolution. 8. Conduct an internal investigation and gather relevant evidence. A determination regarding responsibility and any sanctions will be made within 60 calendar days, unless extended for good cause. 9. Notify both the complainant and respondent in writing of the investigation outcome, whether charges are issued, disciplinary sanctions (if applicable), appeal rights, any changes to outcomes, and when results are final. 10. Enforce CCBS's anti-retaliation policy and take immediate action if retaliation occurs.	Preponderance of the Evidence (More likely than not)

For more information, consult the [CCBS Title IX Sexual Harassment, Discrimination, and Misconduct Policy](#).

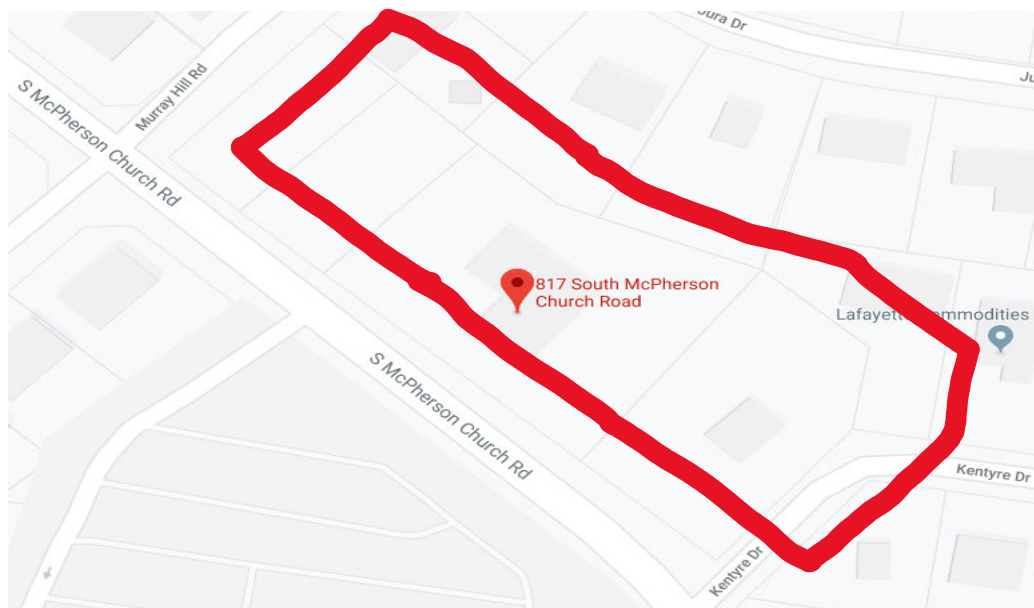
Clery Geography Definitions and Corresponding CCBS Property

To comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), Carolina College of Biblical Studies reports crime statistics based on the following geographic categories:

On-Campus

Includes any building or property:

- Owned or controlled by CCBS within the same reasonably contiguous geographic area,
- That is used by CCBS in direct support of, or in any manner related to, its educational purposes, and
- Includes buildings or property owned by CCBS but controlled by another party, if they are frequently used by students and support institutional purposes.



Non-Campus

Includes any building or property:

- Owned or controlled by a student organization officially recognized by CCBS, or
- Owned or controlled by CCBS and used in direct support of its educational purposes,
- That is frequently used by students and is not within the same contiguous geographic area as the main campus.

Note: At this time, CCBS does not own or control any non-campus buildings or properties.

Public Property

Includes:

- Public property (such as streets, sidewalks, and parking areas) that is within the campus,
- Or immediately adjacent to and accessible from the campus.

Residential Facilities

Includes:

- Any on-campus building that is owned or controlled by CCBS and used as a residence for students.

Note: At this time, CCBS does not operate any on-campus residential facilities.