

- If a friend is acting as a potential perpetrator, get them away from the situation by telling them there is another great event to go to, etc. When the two of you are away from the situation and in a safe place, let them know you care about them and do not want to see them get into trouble with the College or possibly arrested because their behavior was in the process of crossing the line to committing a crime.
- If the situation rises to the level of an emergency, call the police. If you do not want others to know, go to a bathroom, closet or outside and make the call.

ADJUDICATION OF VIOLATIONS ON CAMPUS AND WITHIN THE COMMUNITY

Students may be held accountable to both outside authorities and the College for acts that constitute violations of law and of the Honor Code, Student Code of Conduct, Alcohol Policy, or Drug Policy. Radio contact, joint patrols, and a strong partnership with local law enforcement by the campus police allow for greater awareness of incidents occurring off campus and those involved/responsible. Disciplinary proceedings initiated through the College may proceed even if criminal proceedings are pending and will not be subject to challenge on the basis that criminal charges involving the same incident have been dismissed or reduced.

Procedures for the resolution of alleged violations of the Honor Code, Code of Conduct and Alcohol/Drug Policy are outlined in the Student Handbook available at the following web address: <http://deanofstudents.cofc.edu/honor-system/studenthandbook/index.php>

The College of Charleston does not report or have any officially recognized student organizations that have housing facilities off-campus. There are, however, fraternity and sorority houses within the immediate area of campus that are privately-owned. Typically, Campus Police officers are the initial responders to a call from one of these locations. However, City of Charleston Police Department may be called directly for an incident and/or respond in conjunction with Campus Police. Organizations sponsoring off campus events must do so under guidelines outlined in *The Compass: A Guide for Student Organizations* and in compliance with the Code of Conduct.

MISSING RESIDENTIAL STUDENT NOTIFICATION PROCEDURES

If a member of the College of Charleston community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify the Department of Public Safety at 911. The Department of Public Safety will initiate an investigation.

In addition to registering general emergency contact(s), students residing in on-campus housing are informed by Residence Life and Housing at the beginning of the academic year of the option to identify confidentially an individual to be contacted by the College in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, the College will notify that individual no later than 24 hours after the student is determined to be missing. A student who wishes to identify a confidential contact can do so by contacting the Residence Life and Housing office. A student's confidential contact information will be accessible only by authorized campus officials and law enforcement in the course of the investigation.

After investigating a missing person report, should the Department of Public Safety determine that the student has been missing for 24 hours, the College will contact the student's designated emergency contact, confidential contact, notify the Executive Vice President for Student Affairs and, if necessary, other law enforcement authorities; and for missing residential students under the age of 21, the College will contact local, state and/or federal authorities and the National Crime Information Center of the Department of Justice no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, the College will notify the student's parent or legal guardian immediately after the Department of Public Safety has determined that the student has been missing for 24 hours.

The College's Missing Residential Student Policy (Policy 12.2.2) can be found at: <http://policy.cofc.edu/documents/12.2.2.pdf>