# Annual Security and Safety Report

# September 2026

Daoist Traditions
College of Chinese Medical Arts

20260915

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**DAOIST TRADITIONS 2026 ANNUAL SECURITY AND SAFETY REPORT**

## INTRODUCTION

The purpose of this publication is to provide information on crime prevention, procedures for reporting crime, resources for victims, and crime statistics to enhance the safety and security of everyone who visits, studies, or works on our campus. Only on a safe campus can learning truly occur in a meaningful way.

This report contains policies on campus alerts, sexual harassment and misconduct, drugs and alcohol, reporting crime, illnesses/COVID-19, and other policies. This publication complies with the Student Right-to-Know Act, Jean Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act), Violence Against Women Act (VAWA), Campus Sexual Violence Elimination Act (SaVE Act), and the amendments to these laws.

Each year, all employees and enrolled students complete online training that provides important policy refreshers and the annual safety/security report. Additional copies of the report are available on the Canvas learning management system and on our website.

### Student Right-to-Know and Campus Security Act (Clery Act)

The Student Right-to Know Act applies to every institution of higher education that receives federal financial aid. Title II of the Act was called the Campus Crime Awareness and Campus Security Act of 1990. It requires institutions of higher education to distribute to all current students and employees and applicants for enrollment or employment, two types of information: (1) Descriptions of policies related to campus security, and (2) Statistics concerning specific types of crimes.

Amendments enacted in 1998 renamed Title II, to be called the "Jean Clery Disclosure of Campus Security Policy and Crime Statistics Act." The amendments require the disclosure of crimes that are reported to police and campus officials along with locations of criminal activity to be specified as on-campus, non-campus, or public property. Since 2013, the disclosures also include additional crimes in compliance with the Violence Against Women Act (VAWA) and Campus Sexual Violence Elimination Act (SaVE Act).

The college makes a reasonable, good faith effort to obtain crime statistics from local law enforcement. Crime statistics reported cover the time period of **January 2023 to December 2025**. Statistics can be found on page 17. In addition to this report, crimes in the campus area can be viewed by visiting the crime maps at communitycrimemap.com.

### Campus Law Enforcement

The college does not have campus police or security personnel. Criminal incidents are referred to the local police who have jurisdiction on the campus. The Asheville Police Department can be reached at 828-252-1110 or by dialing 911 for emergencies. All crime victims and witnesses are strongly encouraged to immediately report the crime to the Administrative Assistant, a Campus Security Authority (CSA), the Title IX Coordinator, and/or the appropriate emergency agency. Prompt reporting will ensure timely disclosure of crime statistics. CSAs are:

Rachel Nowakowski, Vice President/Title IX Coordinator
M. Cissy Majebé, President
Chris Giglio, Administrative Director/Registrar
Jennifer Jackson, Dean of Students
Lissa Juedemann, Clinical Internship Director
Asia Riddle, Clinic Administrator

### Security Awareness Programs

All community members are encouraged to be aware of their responsibility for their own security and the security of others. At the start of each new academic year students and employees are informed of updated campus security policies, procedures, and personal safety information. The college conducts annual training for Campus Security Authorities, Title IX team, faculty, and office staff.

**Personal Safety and Risk Reduction**
Since crime awareness and campus security depend largely on personal responsibility and concern for others, crime prevention and education efforts must be assumed by all members of the DT community. It is reasonable to expect that all persons on campus will accept responsibility for their personal safety and the security of their personal property.

Precautionary safety practices will certainly reduce personal exposure to harm. Crime does not simply happen. Like a triangle, crime must have three sides or elements present to be complete. Those three elements are ability, opportunity, and desire. Remove any one of these elements and the likelihood of a crime occurring is greatly reduced. Each person can help by reducing the "opportunity" for a crime.

The college is located in a safe community where the probability of a crime is low. However, precautions should be taken:

- Mark personal property with name and phone number. Don't leave objects unattended;
- Secure bicycles through the frame and front tire to the bike rack;
- Don't leave objects plainly visible and lock vehicles; and
- Be aware of surroundings and be alert to potential danger.

**Access to Campus Buildings**
During business hours, generally 8:00 a.m. to 5:00 p.m., the college is open to students, alumni, faculty, employees, contractors, and guests. Classroom buildings on the main campus are open 30 minutes before the first class of the day. At the Sardis Road location, the building is open 15 minutes before the first class. Buildings are locked each day at the end of classes. The main office administrative assistant is responsible for issuing keys to staff for buildings and office spaces. Faculty members with early morning or evening classes can request to have keys to access buildings.

Some facilities may have individual hours, which may vary throughout the year. Examples are the library and the College Acupuncture Clinic. In these cases, the facilities will be secured according to schedules developed by the department responsible for the facility. The college does not have student housing.

**Guests/Visitors/Outside Groups**
Prospective students can arrange for a tour through the Admissions Director. Guests and visitors are welcome on campus and must check-in at the main office. Outside groups who want to visit the campus, library, or other college owned facilities must make arrangements through the administration.

**Pastoral and Professional Counselors**
The college does not have campus pastoral or professional counselors and therefore does not have any procedures regarding their involvement in crime reporting.

## CRIME REPORTING

### Reporting Criminal Actions

All crimes and public safety related incidents should be reported to a Campus Security Authority in a timely manner to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate. For non-emergencies on campus contact (828) 225-3993 or at the College Clinic, contact the Clinic Administrator or clinic supervisor on duty at (828) 253-8669. For emergencies dial 911 or the Asheville police department at (828) 252-1110 and then notify the college so that appropriate action can be taken.

### College Response

The administrative team of Daoist Traditions shares responsibility for the safety and welfare of the campus community, response to criminal activity, and reporting of criminal activity. Upon receiving the caller's request, the Administrative Assistant will obtain as much information as possible concerning the incident or offense and notify appropriate police/fire/rescue/medical authorities. All incidents are forwarded to the appropriate College Administrator [President M. Cissy Majebé 828-273-0324: Vice President Rachel Nowakowski 828-545-2068: Administrative Director Chris Giglio 828-243-0074] for review and further action by the college. *Crimes should be reported to the college to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate.*

### Confidential Reporting Procedures

A victim of a crime who does not want to pursue action with the criminal justice system, may still want to consider making a confidential report. A designee of the college can file a report on the details of the incident without revealing the person's identity. The purpose of a confidential report is to comply with wishes to keep the matter confidential, while taking steps to ensure the future safety of the college community. Reports filed in this manner are counted and disclosed in the annual crime statistics for the college.

## ALERTS AND TIMELY WARNINGS

**Campus-Wide Alerts**
The U.S. Department of Education requires colleges and universities to have a way to communicate with their students in a timely manner in the event of an emergency. Depending on the type of emergency, alerts are sent to the college community by email, posted notices, air horn blasts, bull horn announcements, and/or text messaging.

The text messaging system has two-way functionality, allowing students and faculty to respond to text alerts, providing the college with first-hand information in the event of a crisis. Students and employees are automatically signed up for this service in order to receive alerts and can also be done by texting JOINDT to (470) 229-2426. Because students are asked to silence their phones during classes, faculty members must be able to receive text messages during classes to ensure emergency alerts can be received.

Should a situation arise that, in the judgment of the Administration or designee constitutes a continuing threat, a campus wide "warning" will be issued. College officials assess the incident, determine which alert level is appropriate and implement mass notification, as necessary. In the event of an active shooter situation, the college will use a RUN, HIDE, FIGHT protocol.

In the event of an emergency at 130 Sardis Road or the College Clinic, faculty/staff on site will determine the alert level, implement the appropriate action plan for those on-site, call 911 and/or notify appropriate police/fire/medical authorities, and notify College administration of the situation.

**Timely Warnings**

1. **Low Level Warning** – Alert 1: Given when an incident or situation is occurring on or near campus requiring personnel to be alert to suspicious persons and/or surroundings. Notified by email and posted notices on campus.

    *Administrator Responsibilities*
    - *Ensure campus members and emergency personnel have been notified.*
    - *Monitor the situation and communicate with college officials.*
    - *Notify campus members when resolved.*

    *Faculty/Staff Responsibilities*
    - *Increased awareness. Report any suspicious activity/persons to the main office.*
    - *Continue daily activities*

2. **Evacuate** – Alert 2: Given when an incident or situation calls for the campus, or a specific area of campus, to be evacuated or secured. Notified by text messaging and air horn (3 short blasts) for full campus evacuation.

    *Administrator Responsibilities*
    - Ensure campus members and emergency personnel have been notified.
    - Monitor the situation and communicate with college officials.
    - Activate **ALL CLEAR (text/email/bullhorn)** when resolved.

    *Faculty/Staff Responsibilities*
    - Direct students to designated exits, taking their possessions with them. Assist persons with disabilities with stairwells or other obstacles to await rescue. Take class rosters.
    - Direct students to a safe area away from the building, keeping drives and entry clear for emergency personnel.
    - Take attendance and notify emergency personnel of any missing people, or those who need medical attention.
    - Await further instruction from emergency personnel and college officials.

3. **Secure in Place** – Alert 3: Given when an incident or situation is occurring on campus and evacuation would pose a greater threat. Notified by text message and airhorn (10-second continuous blast).

   *Administrator Responsibilities*
   - Ensure campus members and emergency personnel have been notified.
   - Monitor the situation and communicate with college officials.
   - Activate **ALL CLEAR (text/email/bullhorn)** when resolved.

   *Faculty/Staff Responsibilities*
   - Close and lock classroom doors. Close window blinds, turn off lights.
   - Get students on the floor, away from doors and windows out of line of sight.
   - Maintain calm and quiet. Await direction from emergency personnel.

4. **All Clear** - Resume Normal Operations: Given when an incident or situation has been resolved. College personnel may resume normal operations. Notified by text message, email, and bullhorn announcements.

   *Administrator Responsibilities*
   - Ensure campus members and emergency personnel have been notified.
   - Gather involved personnel for debriefing.
   - Resume normal operations.
   - Implement post post-incident management.

   *Faculty/Staff Responsibilities*
   - Return students to classrooms (if evacuated) and resume normal activities.

**Run, Hide, Fight Protocol**
In the event of an active shooter situation, the college will use the Run, Hide, Fight protocol.

*Run – if you can:* Evacuate if possible
- If there is considerable distance between you and the gunfire/armed person, quickly move away from the sound of the gunfire/armed person. If the gunfire/armed person is in your building and it is safe to do so, run out of the building and move far away until you are in a secure place to hide.
- Leave your belongings behind.
- Keep your hands visible to law enforcement.
- Take others with you, but do not stay behind because others will not go.
- Call 911 when it is safe to do so. Do not assume that someone else has reported the incident. The information that you can provide law enforcement may be critical, e.g. number of shooters, physical description, number and type(s) of weapons, and location of the shooter.

*Hide – if you need:* Hide silently in the safest possible place.
- If the shooter is in close proximity and you cannot evacuate safely, hide in an area out of their view.
- Choose a hiding place with thicker walls and fewer windows, if possible.
- Lock doors and barricade with furniture, if possible.
- Turn off lights.
- Silence phones and turn off other electronics.
- Close windows, shades and blinds. Avoid being seen from outside the room, if possible.
- If you are outdoors and cannot RUN safely, find a place to hide that will provide protection from gunfire.
- Remain in place until you receive an “all clear” signal from text message.

*Fight – if you must:* Take action to disrupt or incapacitate the shooter.
- As a last resort, fight. If you cannot evacuate or hide safely and only when your life is in imminent danger, take action.

- Attempt to incapacitate or disrupt the actions of the shooter.
- Act with physical aggression toward the shooter, use items in your area such as fire extinguishers or chairs.
- Throw items at the shooter if possible.
- Call 911 when it is safe to do so.

*Immediately after an incident:*

- Wait for law enforcement officers to assist you out of the building, if inside.
- When law enforcement arrives, students and employees must display empty hands with open palms.

**Media Plan:** In the event of an emergency or incident, the college depends upon the media to inform the public of all relevant information. The College President handles all communications with the media regarding emergencies or incidents at the college. Students and employees should not make any statement to the media during or after a college emergency and refer all media questions to the College President. When covering college news, the administration, faculty, and staff are legally obligated to maintain confidentiality regarding all student information, which includes student identification. Regulations are also enforced regarding confidential personnel information. Compliance with this policy will allow the College to keep the safety of students and staff as its first priority.

## ALCOHOL AND OTHER DRUGS (AOD) POLICY

The Drug and Alcohol Abuse Prevention Regulations (Education Department General Administrative Regulations [EDGAR]), requires that, as a condition of receiving funds or any other form of financial assistance under any federal program, an institution of higher education (IHE) must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. In compliance with this policy Daoist Traditions has adopted a Drug Abuse Prevention Program. The program will annually distribute in writing to notify each employee and student of:

- Standards of conduct that clearly prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on Daoist Traditions property.
- A description of the applicable legal sanctions under local, state, or federal law for the unlawful possession or distribution of illicit drugs and alcohol.
- A description of the health risks associated with the use of illicit drugs and the abuse of alcohol.
- A clear statement that the college will impose disciplinary sanctions on students or employees.
- A description of drug and alcohol counseling, treatment, or re-entry programs that are available to employees and students.

**Policy:** Daoist Traditions college is committed to maintaining a safe and healthy school and workplace, free from the influence of alcohol and illegal drugs. Accordingly, Daoist Traditions will not tolerate any drug or alcohol use that endangers the health and well-being of its students or employees or threatens its patients or visitors.

Illegal or abusive use of drugs and alcohol affects the educational environment and interferes with the personal, social, and educational goals of an individual. All members of the college community are responsible for knowing about and complying with the provisions of North Carolina laws that make it a crime to possess, sell, deliver, or manufacture those drugs designated as “controlled substances” by Article 5, Chapter 10, of the NC General Statutes. NC General Statute 18-302, makes it a criminal offense to aid, abet, sell or give alcoholic beverages to anyone under the age of 21. Any member of the college community who violates the law will face disciplinary action, which may include dismissal from the college. Violating the law may also result in criminal prosecution.

Alcoholic beverages are permitted on campus only for special events, such as graduations and other social events. All events must have approval for alcoholic beverages to be present and must conform to the following conditions:

- A Limited Special Occasion Permit must be obtained from the Alcoholic Beverage Control Commission for events at which hard alcohol/liquor/fortified wine will be served;
- The event must be monitored to prevent consumption by a person not of legal age; and
- Consumption must be in connection with an event at which food and non-alcoholic beverages must be available.

### State and Municipal Laws Concerning Drugs and Alcohol

**1. Drinking Age:** The legal drinking age in North Carolina is 21. Selling, giving, or serving alcoholic beverages by or to anyone under the age of 21 is unlawful. In North Carolina, this law extends to possession of alcoholic beverages to anyone under 21. It is unlawful for any person to misrepresent or misstate his age. This includes the manufacture or use of false identification. Use of altered identification for the purpose of procuring alcoholic is a misdemeanor under NCGS 18B.302(c) and will result in revocation of your N.C. operator's license.
**2. Open Container Law**: NCGS 18B-401 (Summary). It is unlawful to have an open container of alcoholic beverage in a vehicle.
**3. Drinking, Driving and the Law:** Under the North Carolina law, driving while under the influence (DWI) NCGS 20-138-1, is an offense evidenced by impairment of normal faculties or an unlawful blood alcohol content (BAC) of .08 percent or above.
**4. Sale or Possession of Illegal Drugs:** It is unlawful to possess illicit drugs, and/or sell or have the intent to sell illicit drugs. NCGS 90-95 makes these violations felonies.

**Substance Abuse Treatment and Resources**

**RHA Prevention Resource Centers**; 800-848-0180; rhahealthservices.org/prevention-resource-centers
**Crestview Recovery Center**; 866-890-8132**;** www.crestviewrecoverycenter.com
**Asheville Recovery Center**; 828-332-5604; www.ashevillerecoverycenter.com
**Pyramid Healthcare**; 814-430-4449; https://www.pyramid-healthcare.com/location/nc/
**First at Blue Ridge**; 828-669-0011; www.firstinc.org
**Sunrise Community for Recovery & Wellness**; 828-552-3858; https://sunriseinasheville.org/
**Alcoholics Anonymous**; 828-254-8539; https://ashevilleaa.org
**Substance Abuse and Mental Health Services Administration**; 800-662-4357; samhsa.gov/find-help/national-helpline

## TITLE IX AND SEXUAL MISCODUCT POLICY

Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex in educational programs and activities that are eligible for federal funding. Title VII protects employees from sexual harassment/discrimination. Students and employees have the right to pursue activities (education, employment, athletic programs, scholarships, and other activities) free from sex discrimination. Discrimination on the basis of sex can include sexual harassment, sexual violence, sexual assault, other forms of sexual misconduct such as stalking, and intimate partner violence. It also covers discrimination on the basis of sex stereotypes, sex characteristics, sexual orientation, gender identity.

Discrimination against students/applicants and employees/applicants on the basis of current, potential, or past pregnancy or related conditions, such as childbirth, termination of pregnancy, lactation, related medical conditions, and recovery. Discrimination or harassment on the basis of parental status, including adoptive parents, stepparents, and legal guardians, is also prohibited. Students/employees can contact the Title IX coordinator about reasonable modifications, such providing a clean, private space for lactation, work breaks, etc. While a healthy pregnancy is generally not considered to be a disability, some people may have impairments related to their pregnancy that qualify as a disability under the ADA. Students/employees may request accommodations for pregnancy related medical conditions through the ADA accommodation process.

**Policy**
Daoist Traditions is committed to maintaining a community rich in equality and free from all forms of discrimination and harassment. Harassment, retaliation, coercion, interference, or intimidation of an employee or student due to his or age, race, color, national or ethnic origin, religion, disability, pregnancy status, gender, gender identity, gender expression, sex, sexual orientation, genetic information, veteran status, or any other legally protected status not listed herein is strictly forbidden and will not be tolerated.

This policy applies to all members of the Daoist Traditions community, including students, employees, visitors, and independent contractors, and others who conduct business with the college or on college property. Members of the Daoist Traditions community have a responsibility to adhere to college policies and local, state and federal law, both on campus and off campus.

The college is committed to providing clear and effective policies, a coordinated prevention program, easily accessible mechanisms for reporting, and prompt and equitable procedures for resolution of complaints. The college will take all appropriate steps to eliminate any reported sexual misconduct, prevent its recurrence, and address its effects.

**Education and Prevention**
The college's educational program focuses on the prevention and awareness of sexual misconduct for all incoming students and new employees. Annual awareness and prevention campaigns for students and employees explain college policies on sexual misconduct; define what behavior constitutes sexual harassment and other forms of sexual misconduct. A copy of the policy on sexual misconduct along with the Annual Security Report is distributed to all students and employees annually in the college learning management system; to all new employees during orientation sessions; and posted to the college's website for the public and prospective students and employees.

**Prohibited Conduct and Definitions**
Sexual misconduct is a broad term that includes but is not limited to sexual harassment, sexual violence, dating violence, domestic violence, sexual exploitation, stalking, cyber-stalking, bullying and cyber-bullying, aiding or facilitating in the commission of a violation, and retaliation. The college also prohibits gender-based harassment, which may include acts of verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex or sex-stereotyping, even if those acts do not involve conduct of a sexual nature.

1. *Definition of Sexual Harassment:* Sexual harassment is any unwelcome sexual advance, request for sexual favors, or other unwelcome verbal or physical conduct of a sexual nature when:
    *a.* Submission to or rejection of such conduct is made, either explicitly or implicitly, a term or

condition of an individual's employment, evaluation of academic work or participation in social or extracurricular activities or is used as the basis for decisions affecting the individual ("quid pro quo"); or

*b.* Such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance by creating an intimidating, hostile, humiliating, demeaning, or sexually offensive working, academic or social environment ("environmental sexual harassment"). A single or isolated incident of sexual harassment may create a hostile environment if the incident is sufficiently severe. The more severe the conduct, the less need there is to show a repetitive series of incidents to provide a hostile environment, particularly if the harassment is physical.

*2. Forms of Sexual Harassment:* Sexual harassment is prohibited. In some cases, sexual harassment is obvious and may involve an overt action, a threat or reprisal. In other instances, sexual harassment is subtle and indirect, with a coercive aspect that is unstated. Sexual harassment can take many forms:

- It can occur between equals (e.g., student to student, faculty member to faculty member) or between persons of unequal power status (e.g. faculty member to student, supervisor to subordinate). Although sexual harassment often occurs in the context of an exploitation of power by the individual with the greater power, a person who appears to have less power in a relationship can also commit sexual harassment (e.g., student harassing faculty member);
- It can be committed by an individual or may be a result of the collective actions of a group.
- It can be committed against an individual, an organization, or a group;
- It can be committed by an acquaintance, a stranger, or someone with whom the complainant has a personal, intimate or sexual relationship;
- It can occur by or against an individual of any sex, gender identity, gender expression or sexual orientation;
- It does NOT have to include intent to harm, be directed at a specific target, or involve repeated incidents.

Examples of behavior that might be considered misconduct include, but are not limited to:

- Unwanted or inappropriate sexual innuendo, propositions, sexual attention or suggestive comments and gestures; jokes about sex or gender-specific traits; derogatory language directed at another person's sexuality or gender; insults and threats based on sex or gender; and other oral, written or electronic communications of a sexual nature that an individual communicates is unwanted and unwelcome;
- Written graffiti or the display or distribution of sexually explicit drawings, pictures, or written materials; sexually charged name-calling; sexual rumors; the circulation, display, or creation of e-mails or websites of a sexual nature;
- Inappropriate or unwelcome physical contact or suggestive body language, such as touching, patting, pinching, hugging, kissing, or brushing against an individual's body;
- Undue and unwanted attention, such as repeated inappropriate flirting, inappropriate or repetitive compliments about clothing or physical attributes, staring, or making sexually oriented gestures;
- Physical coercion or pressure of an individual to engage in sexual activity or punishment for a refusal to respond or comply with sexual advances;
- Change of academic or employment responsibilities (increase in difficulty or decrease of responsibility) based on sex, gender identity/expression, or sexual orientation;
- Use of a position of power or authority to: (1) threaten or punish, either directly or by implication, for refusing to tolerate harassment, for refusing to submit to sexual activity, or for reporting harassment or (2) promise rewards in return for sexual favors;
- Abusive, disruptive or harassing behavior, verbal or physical, which endangers another's mental or physical health, including but not limited to threats, acts of violence, or assault based on gender and/or in the context of intimate partner violence;
- Acts of verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex or sex- stereotyping; or
- Sexual assault;

3. *Additional Forms of Sexual Misconduct:* Sexual misconduct may vary in its severity and consists of a range of behaviors. The following descriptions represent sexual behaviors that violate Daoist Traditions' community standards and a person's rights, dignity and integrity.

*a. Sexual Violence:* Physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent.* This includes rape, sexual assault, dating violence, battery, sexual coercion, and domestic violence.

**'Consent' is an understandable exchange of affirmative actions or words which indicate an active, knowing and voluntary agreement to engage in mutually agreed upon sexual activity. Consent is not freely given when it is in response to force or threat of force or when a person is incapacitated by the (voluntary or involuntary) use of drugs or alcohol or when the person is otherwise physically helpless and the person performing the act knows or should reasonably know that the other person is incapacitated or otherwise physically helpless. A person is not required to physically resist sexual conduct in order to show lack of consent. Past consent for sexual activity does not imply ongoing future consent.*

*b. Sexual Exploitation:* An act committed through non-consensual abuse or exploitation of another person's sexuality for the purpose of sexual gratification, financial gain, personal benefit or advantage or any other non-legitimate purpose. Acts of sexual exploitation are prohibited even though the behavior does not constitute one of the other sexual misconduct offenses.

*c. Stalking:* A course of conduct involving more than one instance of unwanted attention, harassment, physical or verbal contact, or any other course of conduct directed at an individual that could be reasonably regarded as likely to alarm or place that individual in fear of harm or injury, including physical, emotional, or psychological harm. This includes cyber-stalking, a form of stalking in which electronic media, cell phones, texts or other similar forms of contact are used to pursue, harass or make unwelcome contact with another person.

*d. Aiding or Facilitating:* Aids, facilitates, promotes or encourages the commission of a violation under this policy. Aiding or facilitating may also include failing to take action to prevent an imminent act when it is reasonably prudent and safe to do so. Taking action may include direct intervention, calling local law enforcement, or seeking assistance from a person in authority.

*e. Retaliation:* Acts or attempts to retaliate or seek retribution against the complainant, respondent, or any individual or group of individuals involved in the investigation and/or resolution of an allegation of sexual misconduct.

**Confidentiality and Privacy**

In any Title IX review of an allegation of sexual misconduct, every effort will be made to protect the privacy and interests of the individuals involved in a manner consistent with the need for a thorough review of the allegation. Such a review is essential to protecting the safety of the complainant, the respondent, and the broader campus community.

Daoist Traditions does not have pastoral or professional counselors on staff who would have a recognized confidentiality privilege. Therefore, *all Daoist Traditions employees are obligated to report sexual misconduct of which they become aware to the Title IX Coordinator or a Campus Security Authority*. The college is required to investigate and take reasonable action in response to a report, even if the complainant does not want to pursue a formal resolution or requests that the complaint be kept confidential. The complainant will be informed that the college's ability to respond may be limited if confidentiality is requested. The College will weigh the request for confidentiality against the seriousness of the alleged misconduct. The College will seek to respect the request for confidentiality, and where it cannot do so, the college will inform the complainant if the College is unable to maintain confidentiality. If a report of misconduct discloses an immediate threat to the College campus community, the college may issue a timely notice of the conduct to the community. This notice will not contain any biographical or other identifying information.

Deans, Campus Administrators, and Faculty Members will share information as necessary with those who need to know, such as the Title IX Coordinator. Administrative assistants and maintenance staff do not have authority to address sexual misconduct and must share incident reports with the Title IX Coordinator. The Title IX team will maintain as much privacy as possible but may need to share information with select individuals in order to respond to a possible hostile environment on campus or in situations where there is

concern for the complainant's safety, or the safety of others.

*Confidential Resources* such as local rape crisis or domestic violence resources (Our Voice, Helpmate), off-campus mental health counselors, or members of the clergy are able to adhere to strict standards of confidentiality. They can help a survivor of sexual violence think through the situation and options, without sharing what they have been told other than in limited circumstances.

**Reporting and Assistance**
The college will approach each report with intent to understand the perspective and experiences of each individual involved in order to ensure fair evaluation and resolution. The college will respond according to the severity or pervasiveness of the offense and the threat it poses to the community. Actions may include interim provisions for immediate protection and support for a complainant, a Title IX assessment or investigation, remedies-based resolution (as appropriate), or disciplinary action against a respondent. In all instances, the college, not the complainant, will bear the responsibility for taking appropriate action, including the decision to seek disciplinary action against a respondent.

The college's response will be overseen by the Title IX Coordinator, Rachel Nowakowski, who can be contacted at 828-225-3993, rnowakowski@daoisttraditions.edu, or in person at 382 Montford Avenue. Assistance is also available from the college by contacting any Campus Security Authority (CSA).

Complainants, respondents and third parties can expect:

- The opportunity to meet with the Title IX Coordinator or a member of the Title IX team to answer questions regarding the college's complaint processes for students and employees;
- Notice of confidential resources in the local community;
- Notice of the option to pursue law enforcement action and to be assisted by college officials;
- The opportunity to request that the college take steps to prevent unnecessary or unwelcome contact or communication with another member of the Daoist Traditions community; and
- The right to be free from retaliation.

*Option to Notify Law Enforcement*
The college encourages individuals to seek assistance from law enforcement and/or a medical provider immediately after an incident of sexual violence to ensure preservation of evidence and to begin a timely investigative and remedial response. The decision to seek medical attention and gather any evidence will remain confidential and preserve the full range of options to seek resolution through the college's complaint processes or through the pursuit of criminal action.

In every case of sexual violence, the college will notify the Asheville Police Department of the allegations. The college will also assist a complainant in making a criminal report and will cooperate with law enforcement agencies if a complainant decides to pursue the criminal process. The filing of a report of sexual misconduct is independent of any criminal investigations, and the college will not wait for the conclusion of any criminal investigation or proceedings to commence its own investigation (except that the college's investigation may be delayed while the criminal investigators are gathering evidence).

*Time Frame for Reporting*
Individuals are encouraged to report sexual misconduct immediately to maximize the college's ability to respond promptly and equitably. The college will not be able to pursue disciplinary action against an individual who is no longer affiliated with the college but will still conduct a Title IX review.

*Bystander Intervention*
The college expects all community members to take reasonable actions to prevent or stop an act of sexual misconduct. Taking action may include direct intervention (when safe to do so), calling law enforcement, or seeking assistance from a person in authority. Community members who intervene will be supported by the college and protected from retaliation.

*Statement Against Retaliation*
Retaliation against any person or group who makes a complaint, cooperates with an investigation, or

participates in a resolution process is a violation of college policy. Retaliation will result in disciplinary action independent of any sanction or interim measures imposed in response to the underlying allegation of misconduct.

*Improper Complaints*
Given the nature of this type of offense, the college recognizes that false accusations may have a serious effect upon innocent individuals. If it is determined that an individual has knowingly and willfully made a false accusation of sexual misconduct, the college will take disciplinary action against that individual.

**Investigation**
After a complaint is received, interim measures may be used to provide for the safety of the individual and the campus community, which could include emotional support, changes to academic or work schedules, no-contact orders, or interim suspension. The Title IX Coordinator and team will begin an investigation by scheduling individual meetings with all involved parties or provide a written statement detailing the events of the incident. All evidence and information gathered during the investigation will be used to evaluate the responsibility of the respondent, provide for the safety of the individual and the college campus community, and impose remedies as necessary to address the effects of the alleged conduct.

The investigation will be completed within sixty (60) days. Resolution (including appeal) of all reports will generally be completed within ninety (90) days. Extenuating circumstances may arise that require the complaint process to be extended. The college will notify all parties if additional time is needed**.**

The college will honor a complainant's request not to proceed with a complaint investigation unless the Title IX Coordinator makes a fact-specific determination that the conduct as alleged presents and imminent and serious threat to the health or safety of the complainant or other person or prevents the college from ensuring equal access based on sex to its educational program or activity.

**Rights of the Complainant & Respondent**
- To receive information outlining the campus procedures regarding misconduct;
- To receive information about options to report misconduct and assistance from advocates if requested;
- To receive a prompt, fair, and impartial investigation and resolution;
- To have the investigation, resolution, and appeal process be carried out by those who have received adequate annual training;
- To be informed of the date/location of any meetings involved in the investigation and resolution;
- To seek information or updates at any point throughout the investigation and resolution process;
- To have an advisor of one's choice present during any meetings and proceedings involved in the investigation and resolution process;
- To be informed in writing of policies alleged to have been violated in association with the incident;
- To have the opportunity to provide information regarding his or her involvement in the allegation;
- To be informed of the outcome in writing of any campus disciplinary proceeding;
- To be notified of options and offered assistance in changing academic or working situations if requested and as long as the changes are available;
- To receive support services, on or off campus;
- Not to have mediation imposed as a resolution process;
- To appeal the outcome in accordance with the appeals procedure;
- To be informed in writing of any change to the outcome due to appeal.

**Investigative Report**
The investigator will prepare an Investigative Report summarizing and analyzing the relevant facts determined through the investigation. The investigator may provide a summary of his/her impressions including context for the evidence and will make a determination as to whether a violation is likely to have occurred. A decision is based on the preponderance of evidence standard, i.e. "is it more likely than not that the accused individual violated college policy?"

**Resolution**

a. *Administrative Resolution*
In cases that do not involve sexual violence and do not pose an ongoing threat to the college community, the college may offer an Administrative (Informal) Resolution, in lieu of a Sexual Misconduct Hearing. Administrative Resolution is not an option if a Notice of Sexual Misconduct Hearing has been issued. If the respondent accepts responsibility for the conduct and *both the complainant and respondent chooses this type of resolution*, the Title IX Coordinator will meet with both parties to discuss the process. Within five (5) business days of the meetings, the Title IX Coordinator and team will come to a decision, impose sanctions, and deliver the outcome in writing to the respondent and complainant.

If the respondent is not satisfied with the outcome of the Administrative (Informal) Resolution, the matter will be referred to the Sexual Misconduct Hearing Board. The complainant can appeal the sanctions by writing to the Board of Directors within five (5) days from the time of notification of the decision. The Board will communicate the result of the appeal in writing to the complainant and respondent within ten (10) business days from the date the deliberations are concluded. Appeal decisions are final.

b. *Sexual Misconduct Hearing Board*
1. The SMHB is comprised of 3 faculty or staff members who are trained to effectively, impartially, and adequately resolve sexual misconduct cases.
2. SMHB hearings are not open to the public.
3. The complainant and the respondent each have the opportunity to be accompanied by an advisor of their choice at any meeting or hearing. Advisors may not speak for the advisee at any meeting or hearing.
4. A decision is based on the preponderance of evidence standard.
5. The complainant and the respondent will be notified simultaneously in writing of the outcome.

**Appeals**

Either party may request an appeal to the Board of Directors, within five (5) business days from the time of notification of the decision of the Hearing Board. The Board of Directors will communicate the result of the appeal in writing to the complainant and respond within ten (10) business days from the date deliberations are concluded. Appeal decisions are final. The appeal may be based only on one or more of the following grounds:

- To determine whether the original investigation was conducted fairly and with prescribed procedures;
- To determine whether the sanctions imposed were appropriate for the violation; and/or
- To determine whether new information, not available at the time of the investigation, is relevant to the final decision.

**Sanctions**

Disciplinary sanctions that may be imposed for violations include, but are not limited to disciplinary warning, suspension, expulsion or termination of employment. The severity of sanctions or corrective actions will depend on the frequency or severity of the offense and history of past discriminatory, harassing, or retaliatory conduct.

**Record Keeping and Release of Information**

a. *Maintenance of Disciplinary Files***:** A disciplinary file is created in the name of the respondent. This file is voided if the student is found not responsible for the charges. Disciplinary records of students found responsible of any charges against them will be retained for five (5) years after graduation or date of last attendance. Disciplinary records containing records of suspension and expulsion will be permanently retained.

b. *Release of Information:* Student disciplinary records shall be governed by the Family Educational Rights of Privacy Act.

- Academic or non-academic misconduct resulting in expulsion is released to third parties indefinitely.
- Academic misconduct that resulted in suspension is released to third parties for five (5) years after sanction completion.
- Any non-academic misconduct that resulted in suspension where a potential threat to the campus community exists (including but not limited to illegal drug distribution, endangering or harming any person, or jeopardizing the safety of any person) is released to third parties for five (5) years after sanction completion. In instances of suspension where no threat to the community is identified, the suspension is reported until the sanction is complete.
- Any academic or non-academic misconduct that did not result in suspension or expulsion is not released to third parties.
- The college requires specific written consent from the student to release the entire disciplinary record to third parties.

**Title IX Review**
The duties and responsibilities of the Title IX Coordinator include training, education and the oversight of procedures to eliminate sexual harassment, prevent its recurrence and address its effects on individuals and our community. The Title IX Coordinator oversees the investigation of all reports of sexual misconduct; meets with all parties to discuss interim measures and resources; and ensures prompt and equitable resolutions that comply with all requirements and timeframes specified in the complaint procedures.

The Title IX Coordinator is assisted by Campus Security Authorities. A Campus Security Authority is a college designated official who has significant responsibility for student and campus activities. This official has the authority and the duty to take action or respond to particular issues on behalf of the institution. Campus Security Authorities who assist in Title IX reviews have specific training in conducting sexual misconduct investigations.

**Title IX Coordinator** - Rachel Nowakowski, rnowakowski@daoisttraditions.edu, 828-225-3993

**Campus Security Authorities:**
President - Mary Cissy Majebé, president@daoisttraditions.edu, 828-225-3993
Administrative Director - Chris Giglio, admindirector@daoisttraditions.edu, 828-225-3993
Dean of Students – Jennifer Jackson, deanofstudents@daoisttraditions.edu, 828-225-3993
Clinical Director – Lissa Juedemann, clinicaldirector@daoisttraditions.edu, 828-253-8669
Clinic Administrator – Asia Riddle, clinicadministrator@daoisttraditions.edu, 828-253-8669

**Resources**

*Local Resources*
Our Voice (Sexual Violence Crisis Services), 24-hour Crisis Line 828-255-7576
Helpmate (Domestic Violence Crisis Services), 24-hour Crisis Line 828-254-0516
Mission Hospital, Emergency 828-213-1111
Asheville Police Department, 828-252-1110
Emergencies 911

*Other Resources*
North Carolina Coalition Against Sexual Assault - (919) 871-1015 or https://nccasa.org/
Rape, Abuse, and Incest National Network (RAINN) - (800) 656-HOPE (4673)

*Sex Offender Registration*
The Campus Sex Crimes Prevention Act requires colleges to issue a statement advising the community where law enforcement information concerning registered sex offenders may be obtained. To access the North Carolina Sex Offenders and Public Protection Registry visit http://sexoffender.ncsbi.gov.

## I. Crime Statistics January 2023 to December 2025

| Offense | Year | On-Campus Property | Public Property | Non-Campus Property | On-Campus Housing |
|---|---|---|---|---|---|
| Murder/Non-Negligent Manslaughter | Jan 23 – Dec 23 | 0 | 0 | 0 | N/A |
| | Jan 24 – Dec 24 | 0 | 0 | 0 | N/A |
| | Jan 25– Dec 25 | 0 | 0 | 0 | N/A |
| Sex Offenses, Forcible | Jan 23 – Dec 23 | 0 | 0 | 0 | N/A |
| | Jan 24 – Dec 24 | 0 | 0 | 0 | N/A |
| | Jan 25– Dec 25 | 0 | 0 | 0 | N/A |
| Sex Offenses, Non-Forcible | Jan 23 – Dec 23 | 0 | 0 | 0 | N/A |
| | Jan 24 – Dec 24 | 0 | 0 | 0 | N/A |
| | Jan 25– Dec 25 | 0 | 0 | 0 | N/A |
| Robbery | Jan 23 – Dec 23 | 0 | 0 | 0 | N/A |
| | Jan 24 – Dec 24 | 0 | 0 | 0 | N/A |
| | Jan 25– Dec 25 | 0 | 0 | 0 | N/A |
| Aggravated Assault | Jan 23 – Dec 23 | 0 | 0 | 0 | N/A |
| | Jan 24 – Dec 24 | 0 | 0 | 0 | N/A |
| | Jan 25– Dec 25 | 0 | 0 | 0 | N/A |
| Burglary | Jan 23 – Dec 23 | 0 | 0 | 0 | N/A |
| | Jan 24 – Dec 24 | 0 | 0 | 0 | N/A |
| | Jan 25– Dec 25 | 0 | 0 | 0 | N/A |
| Motor Vehicle Theft | Jan 23 – Dec 23 | 0 | 0 | 0 | N/A |
| | Jan 24 – Dec 24 | 0 | 0 | 0 | N/A |
| | Jan 25– Dec 25 | 0 | 0 | 0 | N/A |
| Arson | Jan 23 – Dec 23 | 0 | 0 | 0 | N/A |
| | Jan 24 – Dec 24 | 0 | 0 | 0 | N/A |
| | Jan 25– Dec 25 | 0 | 0 | 0 | N/A |
| VAWA Offenses: Domestic Violence | Jan 23 – Dec 23 | 0 | 0 | 0 | N/A |
| | Jan 24 – Dec 24 | 0 | 0 | 0 | N/A |
| | Jan 25– Dec 25 | 0 | 0 | 0 | N/A |
| VAWA Offenses: Dating Violence | Jan 23 – Dec 23 | 0 | 0 | 0 | N/A |
| | Jan 24 – Dec 24 | 0 | 0 | 0 | N/A |
| | Jan 25– Dec 25 | 0 | 0 | 0 | N/A |
| VAWA Offenses: Stalking | Jan 23 – Dec 23 | 0 | 0 | 0 | N/A |
| | Jan 24 – Dec 24 | 0 | 0 | 0 | N/A |
| | Jan 25– Dec 25 | 0 | 0 | 0 | N/A |
| Arrests: Weapons, Carrying, Possessing | Jan 23 – Dec 23 | 0 | 0 | 0 | N/A |
| | Jan 24 – Dec 24 | 0 | 0 | 0 | N/A |
| | Jan 25– Dec 25 | 0 | 0 | 0 | N/A |
| Arrests: Drug Abuse Violations | Jan 23 – Dec 23 | 0 | 0 | 0 | N/A |
| | Jan 24 – Dec 24 | 0 | 0 | 0 | N/A |
| | Jan 25– Dec 25 | 0 | 0 | 0 | N/A |
| Disciplinary: Drug Abuse Violations | Jan 23 – Dec 23 | 0 | 0 | 0 | N/A |
| | Jan 24 – Dec 24 | 0 | 0 | 0 | N/A |
| | Jan 25– Dec 25 | 0 | 0 | 0 | N/A |
| Arrests: Liquor Law Violations | Jan 23 – Dec 23 | 0 | 0 | 0 | N/A |
| | Jan 24 – Dec 24 | 0 | 0 | 0 | N/A |
| | Jan 25– Dec 25 | 0 | 0 | 0 | N/A |
| Disciplinary: Liquor Law Violations | Jan 23 – Dec 23 | 0 | 0 | 0 | N/A |
| | Jan 24 – Dec 24 | 0 | 0 | 0 | N/A |
| | Jan 25– Dec 25 | 0 | 0 | 0 | N/A |

**Hate Crimes:** There were no reported hate crimes for the period of January 2023 to December 2025.

**Definitions under the Clery Act:**

*On-campus Property* includes any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to the area identified in this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

*Public Property* encompasses all public property, including thoroughfares, streets, sidewalks, and parking facilities, which is within the campus, or immediately adjacent to and accessible from the campus.

*Non-Campus Property* is defined as any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.