



**SOUTH GEORGIA**  
STATE COLLEGE

# ANNUAL FIRE SAFETY & SECURITY REPORT 2021



## **SOUTH GEORGIA STATE COLLEGE POLICE DEPARTMENT**

### Our Mission

As members of the South Georgia State College Police Department, we are committed to excellence. We take pride in providing a safe and secure learning environment and assisting those in need with honor and integrity. Conducting ourselves in a manner that is above reproach by advocating unquestionable ethical standards, professionalism, and honor is our pledge.



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The SGSC Annual Security Report is prepared by the SGSC Police Department. Some areas of content are provided by other segments of the College Community including Campus Security Authorities, Residence Life and Housing, Student Success, and the Office of Student Conduct. Additionally, statistical information is requested from surrounding law enforcement entities.

## MESSAGE FROM THE PRESIDENT



At South Georgia State College (SGSC), the safety and well-being of our students, faculty, staff and visitors is our primary responsibility. We constantly strive to achieve this by informing all campus constituents of SGSC's campus safety resources and encourage best safety practices. Therefore, I encourage you to take time to read the SGSC Annual Security Report, to gain a better understanding of crime prevention and how you can help.

We are all responsible for creating and maintaining a safe and secure learning and living community. By assuming a heightened sense of awareness of your surroundings, reporting criminal activities, and continued cooperation and commitment for your own safety and for the safety of others, SGSC will continue to be a safe place to learn, live, and work.

Please feel free to start a dialog with the South Georgia State Police Department at (912) 260-4401 and share your thoughts, insights, questions, or concerns on how we can work together to maintain a safe campus community.

Sincerely,

A handwritten signature in blue ink that reads "Ingrid Thompson-Sellers". The signature is written in a cursive, flowing style.

Ingrid N. Thompson-Sellers, Ph.D. President  
South Georgia State College

## SOUTH GEORGIA STATE COLLEGE

South Georgia State College is a multi-campus student centered institution offering high quality Associates and select Bachelor's degrees. SGSC's main service area encompasses 15 counties in southern Georgia. It includes campuses in Douglas and Waycross. Additionally, South Georgia State College has partnered with Valdosta State University (VSU) to offer an entry program on its campus. The SGSC Entry Program (SGSCEP) provides students with a smooth transition from highschool to the university setting. SGSCEP students also have access to academic resources and extracurricular activities available to students at Valdosta State University.



## SECURITY & ACCESS TO CAMPUS FACILITIES

The maintenance and security of campus facilities for safety of users lies not only with SGSC Police but with all divisions of SGSC. Roles fulfilled by other divisions span the areas of key control, maintenance of door hardware, fire protection, safe refuge and assembly area drills, sending emergency notifications, etc.

During normal business hours, 8:00 a.m. until 6:00 p.m. Monday through Thursday and 8:00 a.m. until 12:00 p.m. Friday, administrative buildings are open to students, employees and guests. Academic buildings are scheduled to be open when being utilized for educational or meeting purposes. Access to individual classrooms and laboratories is limited to faculty, staff, and students of SGSC unless otherwise authorized. Access to campus buildings and facilities may be obtained at other times with prior authorization of the college. Generally, the premises of the Douglas Campus shall not be in use later than 11:00 p.m., except by residential students and approved overnight guests. The Waycross Campus shall not be utilized Monday-Friday after 10:00 p.m. During the weekends (Saturday and Sunday), the campus is secured at 7:00 p.m.

No visitor on campus shall attend a college activity limited to college students or employees without prior approval of the authorized representative. Any visitor on campus may attend a college event that is open to the public. Visitors must adhere to the Code of Conduct.

Some facilities hours may vary. In these cases, the building will be secured according to schedules developed by the department responsible for the facility. Examples of buildings that may have hours that fluctuate include the SGSC Library, Clower Center, Wellness Center and the Dining Hall.

Residence Halls are secured 24 hours a day and operate under a computerized access control system. Identification cards are coded so that only residential students can gain entry. Access is limited to current residents, their registered guests, and approved members of the campus community. It is the resident's responsibility to ensure that guests are aware of College and Residence Hall policies. Over extended breaks, the doors of all halls will be secured and key cards issued to resident students deactivated.

Emergencies may necessitate changes or alterations to posted schedules. Areas that are revealed as problematic will have a security review conducted of them.

Security of the premises is maintained via patrol efforts from SGSC personnel, local law enforcement entities and private security officers. Additional methods of security include:

### ***Video Surveillance***

SGSC has extensive video monitoring capabilities. Video cameras are positioned strategically throughout the Douglas and Waycross campuses.

### ***Environmental Design***

Shrubbery, trees, and other vegetation on campus are trimmed on a regular basis. Trimming shrubbery deters individuals with criminal intent who may use such vegetation for disguise or hiding purposes. Facilities and Police personnel continually survey the campus grounds to ensure that a safe environment exists.

### ***Exterior Lighting***

Exterior lighting is an important part of the safety commitment. Most parking lots, pedestrian walkways and building exteriors are well lit. A comprehensive survey of all exterior lighting is conducted by representatives of the Physical Plant at least annually. Members of the campus community are encouraged to report any exterior lighting deficiencies to Physical Plant.

### ***Key Control/Locking Mechanisms***

A comprehensive key control program is in effect at SGSC. A list of keys is established and maintained by Facilities personnel in order to meet campus needs. Keys are issued with an identifying number. This number ties the key to the room number, person and department to whom the key is issued. As need is perceived, an audit of the list of issued keys is conducted. A concerted effort is made to determine the levels of security and areas of permitted access.

A cooperative effort by SGSC Police personnel, Facilities personnel, and building occupants is utilized in surveying exterior doors in order to ensure that each exterior door and its locking mechanism are working properly. Exterior doors on campus are locked and secured each evening by SGSC personnel, and Police Department personnel on the Douglas Campus and security personnel on the Waycross Campus. Door and security hardware operating deficiencies are reported by SGSC personnel to Facilities when problems are observed.

## **NON-DISCRIMINATION**

SGSC has zero tolerance for any form of discrimination based on a foundation of human dignity and worth. All forms discrimination, including, but not limited to, discrimination and/or harassment on the basis of race, color, sex gender identity, sexual orientation, ethnicity, national origin, religion, age, disability, or veteran status are prohibited. The College will respond to and make reasonable efforts to investigate and address complaints or reports about prohibited conduct, or possible prohibited conduct that the College becomes aware of, with measures designed to stop the conduct, eliminate discrimination, prevent the recurrence of the conduct, and remediate any adverse effects of such conduct on campus or in college related programs or activities.

## EMERGENCY PREPAREDNESS

The Police Department has primary responsibility for emergency preparedness at SGSC. An Emergency Action Plan (EAP) has been specifically created to assist in the prevention, preparation, response, and recovery from emergencies that could affect our campuses.

Our priorities are to:

- Protect human lives
- Protect property and assets of the SGSC and the campus community
- Establish clear lines of authority and communication among departments and external partners
- Coordinate decision making and effective use of manpower and resources during an emergency
- Identify the College's role in coordinating emergency operations
- Assist in restoration of College operations

This plan is comprehensive extending from all levels of public safety personnel through mutual collaboration to the entirety of our campus community. The plan contains notification and response procedures for significant events involving immediate threat to the health or safety of the campus community. Each division at SGSC maintains a current Continuity of Operations Plan (COOP) in order to facilitate the return to normal operations as seamlessly as possible should such an event occur. Evacuation procedures are incorporated into the EAP, on the website, in the Building Emergency Action Plans, and quick reference guides (which are in common areas and in classrooms). Lastly, each residence hall suite and classroom on the Douglas Campus contains a brightly colored quick reference chart.

Training and drills are planned annually so as to familiarize students, faculty and staff with emergency preparedness and individual roles. The Building Coordinators, with assistance from the SGSC police and facilities personnel, are responsible for planning and conducting evacuation and shelter in place drills. Drills, whether announced or unannounced, are an important opportunity for students and employees to familiarize themselves with the locations of emergency exits, egress procedures, and assembly areas. Participation and cooperation are required. Drills also allow the SGSC Police Department and Facilities to thoroughly test alarm systems located in each building and immediately address any deficiencies observed. SGSC Building Coordinators maintain current Building Emergency Action Plans campus wide to assist them in emergency preparedness and exercise/drill testing. Testing and exercise information is maintained by the Building Coordinators.



## LAW ENFORCEMENT AUTHORITY

Georgia Code provides that Campus Police Officers have police authority to apprehend and arrest anyone violating criminal or traffic laws on-campus and areas up to 500 yards from any property owned or controlled by the Board of Regents (Refer to O.C.G.A 20-3-72). Certified campus police officers have the same enforcement powers, including arrest powers, as a law enforcement officer of the local government (Refer to O.C.G.A. 20-8-2).



SGSC Police Officers receive a minimum of 20 hours of annual in-service training. This training includes Firearms Requalification and Use of Force.

In addition, SGSC Police personnel work closely with local, state, and federal police agencies. Any College owned, leased, and/or rented property may also be patrolled by the local Police and Sheriff's Departments as well as the Georgia State Patrol.

If further assistance is deemed necessary, aid is granted by surrounding law enforcement agencies. A "Memorandum of Understanding" (MOU) agreement exists between the SGSC Police Department and the Douglas Police Department and the Ware County Sheriff's Office.

Crimes occurring on the Douglas Campus are investigated by the SGSC Police Department. Should additional assistance be required, requests will be made to local enforcement agencies and/or the Georgia Bureau of Investigation. Misdemeanor offenses will be prosecuted in either the Douglas Municipal Court or State Court of Coffee County. Crimes on the Waycross Campus are investigated by the SGSC Police Department, the City of Waycross Police Department and/or the GBI. Criminal and/or traffic will be prosecuted in the Waycross Municipal Court or the Ware County State Court. Felony cases will be prosecuted in the appropriate Superior Court.

SGSC Police personnel are responsible for enforcing Georgia Law, traffic control, aiding in the prevention of crime and enforcing Campus Rules and Regulations. Additionally, SGSC seeks to provide further safeguards for students, staff and faculty, and asset protection by employing non-sworn security and support personnel.

The Police Department maintains a Telecommunications Network terminal which allows police personnel access to the National Crime Information Computer system as well as the Georgia Crime Information Center. These computer databases are used for accessing criminal history data, driver/vehicle identification information, and other local, state, and federal law enforcement information.

If criminal offenses and/or violations of College rules and regulations are committed by students, they may be referred to the Student Conduct Board.



## REPORTING A CRIME

Involvement from the campus community is essential to the prevention of crime on campus. Crime prevention rests not only with the SGSC Police Department but also with each member of South Georgia State College. The Campus Community and guests are encouraged to promptly report all crimes and public safety related incidents to the SGSC Police Department. Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings, or around the Residential Halls should be reported without delay.

Remember that by not reporting crimes, you allow the perpetrators to commit additional and perhaps more serious crimes. Many times, crime solving depends upon how accurately and promptly the incident is reported. Therefore, it is important that you be able to provide as much of the following information as possible:

1. The nature, type, and location of the incident.
2. Number of persons involved and any distinctive characteristics (names, sex, race, age, height, hair style/color, glasses, clothing, etc.).
3. Vehicles involved (color, type, make, model, license plate, distinctive characteristics, i.e., bumper stickers, damage, number of occupants, etc.). Direction of travel.
4. Description of stolen property (item, manufacturer, serial number, value, color, etc.).

SGSC Police personnel will respond as quickly and as safely as possible to requests for assistance. Response time is based on current activity and the severity of the call. Crimes against persons, crimes in progress, accidents with injuries and medical assists have a higher priority than other calls. Additionally, officers are often providing customer service campus wide; therefore, service delivery may be minimally delayed.

We encourage prompt reporting to the proper law enforcement entity for incidents that occur off campus. Reporting can be anonymous.

Location		Tiger Village I First Floor West Wing
DOUGLAS	911	Report emergencies from any phone on or off campus
	912.384.7675	Non-Emergency requests for police services
	912.260.4401	SGSC Police Department (Leave a message if no answer)
Location		Administration Building Room 101
WAYCROSS	911	Report emergencies from any phone on or off campus
	912.287.4335	Non-Emergency requests for police services
	912.449.7506	SGSC Police Department (Leave a message if no answer)

## CAMPUS SECURITY AUTHORITIES

If you are a victim of a crime or would like to report a known crime but you do not wish to pursue action through the SGSC Police Department, we encourage filing a voluntary, confidential report. The purpose of confidential reporting is to not only keep your personal information confidential but to take steps to ensure your safety and the safety of others.

Campus Security Authorities (CSA) are college officials who have responsibility for campus security or who have significant responsibility for student and campus activities. CSAs are responsible for forwarding nonidentifying, basic information about the type of crime and the incident location to the SGSC Police Department. This information is sent solely for the purposes of issuing Timely Warnings and for inclusion in the Annual Security Report. Reporting can be completely anonymous.

The Clery Act encompasses several groups of individuals and organizations that are considered to be Campus Security Authorities.

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| <ul style="list-style-type: none"> <li>• Police Personnel</li> <li>• Student Affairs Personnel</li> <li>• Coordinator of Student Engagement</li> <li>• Residence Life Specialist</li> <li>• Resident Advisors</li> <li>• Athletic Dean or Director</li> <li>• Athletic Coaching Staff &amp; Trainers</li> <li>• Intermural Sports Coordinator</li> </ul> | <ul style="list-style-type: none"> <li>• Faculty Advisors to Student Groups</li> <li>• Staff of Disciplinary and Judicial Proceedings</li> <li>• Title IX Coordinator</li> <li>• Faculty in Residence</li> <li>• Tutorial Services Coordinator</li> <li>• Division Directors and Deans</li> <li>• College Vice Presidents and President</li> </ul> |
|--|--|

Although SGSC has designated those listed above as CSAs, the following have been designated as official reporting locations:

OFFICIAL	LOCATION	CONTACT INFORMATION
Police Personnel - Douglas Campus	Tiger Village I	912.260.4401 Office/911 Emergency
Police Personnel - Waycross Campus	Admin Building Room 101	912.449.7506 Office/911 Emergency
VP for Academic and Student Affairs	Thrash Hall	912.260.4202
Dean of Students and Housing	Richey Hall	912.260.4416
Title IX Coordinator	Davis Hall	912.260.4259
Director of Human Resources	Thrash Hall	912.260.4377
Director of the Waycross Campus	Administration Building	912.449.7510

Please be aware that information forwarded by CSAs is for statistical purposes only. If you wish to have your case reviewed by a police officer for possible prosecution, you must file a report with the SGSC Police Department.

## IT'S UP TO EACH OF US

SGSC takes great pride in the community and offers students, faculty and staff members many advantages. The college community is a great place to live, learn, work and study. Even so, this does not mean that the campus community is immune from the unfortunate circumstances that arise in other areas. With that in mind, SGSC has taken measures to create and maintain a reasonably safe environment on campus.

Although SGSC is progressive in policy, programming and educating, it is up to each one of us to live with a sense of awareness and use reasonable judgment when living, working or visiting on campus.

## BEHAVIORAL ASSESSMENT & RECOMMENDATION TEAM

SGSC has established a Behavioral Assessment and Recommendation Team (BART) that serves as an additional measure for campus safety by actively addressing behavioral concerns that have the potential to negatively impact the safety and well-being of the campus environment. BART is a complement to, not a replacement for, the College's crisis and emergency procedures. It will operate in conjunction with existing campus and community resources while exercising due diligence to protect the campus community and the individual. It is critical to understand that even with the best intentions, situations may arise that are unforeseen by members of the campus community.

The team addresses issues that a reasonable person would consider to be disturbing, bizarre, inappropriate, out-of-the-ordinary, etc. and that may impede the individual's ability or the ability of others to function successfully or safely. Examples include but are not limited to:

- Suicidal or self-injurious thoughts, words or actions
- Unusual anxiety, depression, paranoia, elation
- Dramatic change in appearance, behavior, circumstances
- Use/abuse of drugs and/or alcohol
- Lack of civility or respect for self and others
- Acting out or disruptive behavior
- Fascination with weaponry
- Difficulty in managing anger
- Mental health history related to dangerous behavior
- Verbal/written indications of violent fantasy, intentions

A **Life-Threatening Emergency** should be reported immediately to law enforcement and/or medical personnel by dialing 911.

A **Behavior of Concern** should be reported to the Behavioral Assessment and Recommendation Team in one of the following ways:

- Contact the Dean of Students and Housing 912.260.4416 or at [sandra.adams@sgsc.edu](mailto:sandra.adams@sgsc.edu)
- Submit an electronic incident report via the website <https://publicdocs.maxient.com/incidentreport.php?SouthGeorgiaCollege>

Call or email a BART member:

- Vice President for Academic and Student Affairs 912.260.4202
- Director of Human Resources 912.260.4301
- Chief of Police 912.384.7675
- Dean of Students and Housing 912.260.4416
- Faculty Representative 912.260.4253
- Coordinator of Disability Services 912.260.4435

The Team will meet as often and urgently as necessary to review reports brought forward by faculty, staff and students regarding behaviors of concern. Immediate action may include:

- Student Conduct adjudication;
- Placing the individual in the custody of the proper authority, parents, guardians;
- Administrative Withdrawal; and/or
- On-going observation, defer action or decline action.

## COUNSELING CONFIDENTIALITY

A professional counselor is a person whose official responsibilities include providing psychological counseling who is functioning within the scope of his or her license or certification. Currently, SGSC does not maintain a professional counselor on campus. Telecounseling services are available 24/7 through StayWell@SGSC. More information can be found at <https://www.sgsc.edu/current-students/staywell.cms>.

When acting in the scope of his or her duties, the counselor is exempt from disclosing reported offenses to law enforcement, unless there is a legal obligation. Personal information from counseling records will not be revealed unless disclosure is required by law. Counselors are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.



## TIMELY WARNINGS

In the event of a substantiated security or safety concern on College property or in the near vicinity, SGSC will make diligent efforts to advise the campus community if, in the judgment of the Chief of Police or designee or any member of the Executive Team, the event constitutes an ongoing or continuing threat to students and employees. The SGSC Police Department on both the Douglas and Waycross campuses is responsible for issuing timely warnings in compliance with the Jeanne Clery Act.

The decision to issue a timely warning shall be made on a case-by-case basis after consideration of the available facts, including factors such as the nature of the crime, the continuing danger or risk to the campus community, and the possible risk of compromising law enforcement efforts. Timely warnings are disseminated for those crimes required by law and for other reported crimes as deemed appropriate under the circumstances and generally include the following crimes, homicide, robbery, burglary, sexual assault, arson, aggravated assault and hate crimes.

When a determination has been made that a timely warning should be issued, the communications will be brief and will include some or all of the following information: the date, time and location of the reported crime, a summary of the incident, a description of the suspect and/or vehicle, and any other special instructions or incident specific safety tips. Names of victims will be withheld as confidential.

## EMERGENCY NOTIFICATIONS

Normally, the SGSC Police Department will be the ones to confirm the existence of a credible threat with a call being received through the 911 System. Confirmation may occur from other local emergency responders or any first-hand knowledge (i.e. observation).

Upon confirmation of a significant emergency or dangerous situation that poses an immediate threat to the health and safety of members of the Campus Community, an emergency alert will be issued unless notification will compromise efforts to contain the emergency. The SGSC Police Department along with other designated personnel, such as Building Coordinators, on both the Douglas and Waycross campuses have been trained to send emergency notifications should the situation dictate.

Once confirmation of an immediate threat has been made, the appropriate individuals/groups to receive the information will be defined, a review of the content of the message will be conducted, and the message will be delivered. Anyone with information believed to warrant an emergency notification should promptly report the circumstances to any of the following:

## **DOUGLAS CAMPUS**

- Police Department 912.260.4401/Emergency 911
- VP for Academic and Student Affairs 912.260.4202
- Dean of Students and Housing 912.260.4416
- VP of Enrollment Management and Information Technology 912.260.4259
- VP of Advancement, Government Relations and Athletics 912.260.4274

## **WAYCROSS CAMPUS**

- Director of the Waycross Campus 912.449.7510
- Coordinator of Application Development 912.449.7538
- Police Department 912.449.7506/Emergency 911

All decisions concerning the discontinuation of College functions, cancellation of classes, or cessation of operations rest with the President or her designee.

## **DELIVERY METHODS**

There are several methods of disseminating communication that may be utilized to notify the campus community and surrounding areas of various emergency events that may impact SGSC students, staff, and faculty. One or more delivery methods may be utilized.

### **Blackboard Connect Alert**

The SGSC Blackboard Connect message system will deliver Emergency Messages when it has been deemed necessary to send notifications. These messages will be distributed via email, phone, and/or text. Students are automatically subscribed to Blackboard messaging upon enrollment.

SGSC employee office phone numbers and email addresses will be entered into the Blackboard Connect System by Human Resources and IIT respectively. Employees have the choice to “opt in” to receive texts and calls via cell phone as well as home phone notification. All supervisors, police department personnel, and building coordinators are required to opt in with home and cell numbers.



Alerts the Campus Community during an emergency, sends timely notifications via email, phone and/or text, to help ensure safety.

Blackboard Connect requires recipient data for telephone calls and text messaging. Contact information can be updated by contacting members of the IIT Team. Faculty, staff, and students may opt-out through the SGSC Banner Self-Service system. The system will be populated with data extracted from College information systems such as Banner. Data extractions are performed several times each semester so that current information is available.

### Example Blackboard message:

A message from SOUTH GEORGIA STATE COLLEGE

Dear SGSC,

Due to the latest forecasts for severe weather with Hurricane Irma, staff will not report and SGSC will be closed on Monday, 9/11 and Tuesday, 9/12.

Decisions on when classes and the college will resume normal operations will be made on Tuesday, 9/12. Students, faculty and staff should continue to regularly monitor SGSC's website, email accounts, emergency alert messages, SGSC's Facebook/Twitter, and local media for additional updates over the next few days.

Attention GSW and VSU Entry Program students: Please follow any weather-related messaging from your host institution.

Sincerely,  
Campus Police

### Live Safe

Live Safe is a mobile security system that allows for two-way messaging and, though not likely, may be utilized for disseminating communications during an emergency. Members of the SGSC CampusCommunity can download the app free of charge.



### Campus Outdoor Warning Sirens

SGSC Homepage ([www.sgsc.edu](http://www.sgsc.edu))

### Digital Bulletin Boards

### Local Radio Stations

### Local Television Station

SGSC will consider the safety of the campus community when determining content of safety messages and the initiation of the notification system. Notifications will include some or all of the following information: the date, time, location, summary of the incident, and any special instructions. The emergency notification process does not replace timely warnings but rather it addresses a wider range of threats such as hazardous chemical spills, terrorism incidents, gas leaks, bomb threats, an outbreak of a highly contagious disease, impending natural disasters, etc.

### FOLLOW UP INFORMATION

Follow up Information will be dispersed in the same manner of the original information.

### MONTHLY TESTING PROCEDURES

Monthly testing of the Blackboard Connect and outdoor warning systems is conducted by the SGSC Police Department on the first Wednesday of each month between 11:00 a.m. and noon.

## DRUG & ALCOHOL POLICIES

South Georgia State College supports the provisions of the Drug Free Schools and Communities Act of 1989, and the Drug-Free Workplace Act of 1988. The College encourages a healthy environment for its students, employees and guests. To this end, we

- adhere to the policies and procedures regarding a drug-free workplace as established by the University System of Georgia.
- promote education and training programs, both internally and externally, regarding alcohol and other drug use/abuse.
- have an employee assistance program.
- provide wellness programs and activities for employees and students.
- are a drug, alcohol, and tobacco free campus.

In the interest of the personal health and safety of the campus community, SGSC strictly prohibits the possession, manufacture, distribution, sale or use of illegal drugs and alcohol on the College campus by students and employees. Police personnel will enforce all local, state, and federal laws pertaining to illegal drugs and alcoholic beverages, including underage drinking. Furthermore, incidents of alcohol or drug violations will be referred to Student Conduct.

No student may possess or consume any alcoholic beverage on the college campus, or while participating in a college sponsored trip or activity as this policy also extends to students conducting College-related business/activities off campus. Any student on or returning to the campus who is unable to control himself or herself because of consumption of an alcoholic beverage is in violation of this code.

Employees or students who violate this policy will be subject to disciplinary action, up to and including termination of employment, expulsion from the College, and referral for criminal prosecution. By law, students convicted of certain drug offenses may lose their student-aid eligibility for a specified period of time.

Any disciplinary action will be consistent with the College's and the Board of Regents' policies and local and Federal laws.

**Board of Regents Policy Manual, Section 4.6.4:** Disciplinary sanctions for students convicted of a felony offense involving the manufacture, distribution, sale, possession or use of marijuana, controlled substances or other illegal or dangerous drugs shall include the forfeiture of academic credit and the temporary or permanent suspension or expulsion from the institution. All sanctions imposed by the institution shall be subject to review procedures authorized by Board of Regents' Policy on Application for Discretionary Review.



Any individual that violates Georgia law and/or the policies stated in the code of conduct in the student handbook may be subject to any or all of the following: expulsion, suspension, conduct probation, mandatory counseling, fines, and/or restitution or compensation.

### **Some Alcohol Related Crimes in the State of Georgia**

It is illegal for:

- Minors (persons under the age of 21) to purchase or possess alcoholic beverages (Refer to O.C.G.A. 3-3-23.2).
- Parents or other adults to contribute to the delinquency of a minor through the purchase, sale or providing alcoholic beverages (Refer to O.C.G.A. 3-3-23.1).
- Anyone to use a false driver's license or birth certificate or any other false identification card to obtain illegally any alcoholic beverage (Refer to O.C.G.A. 3-3-23.5).
- Anyone to operate a motor vehicle while under the influence (Refer to O.C.G.A. 40-6-391).
- Refusing to submit to a chemical test (Refer to O.C.G.A. 40-5-67.1, 40-6-392).
- Anyone to give an alcoholic drink to a person who is in a state or noticeable intoxication (Refer to O.C.G.A. 3-3-22).
- Anyone to possess an open container of alcohol in a vehicle (Refer to O.C.G.A. 40-6-253).
- Anyone to be intoxicated, boisterous or loud using profane or unbecoming language in a public place or in property not his own (Refer to O.C.G.A. 16-11-41).

### **Some Drug Related Crimes in Georgia**

It is illegal under Georgia law:

- To possess, manufacture, deliver, distribute, dispense, administer, or sell any amount of marijuana or other "controlled substances," such as methamphetamine, heroin, cocaine, cocaine base, PCP, LSD, hashish, etc. This includes prescription medication without proper authorization (Refer to O.C.G.A. 16-13-30).
- Chase's Law amended O.C.G.A. 16-13-25 to make synthetic marijuana a Schedule I Controlled substance.
- To possess drug related objects (Refer to O.C.G.A. 16-13-1, 16-13-32.2).
- Abandon controlled substances (Refer to O.C.G.A. 16-13-3).
- To possess drugs within 1000 feet of a school (Refer to O.C.G.A. 16-13-32.4).

Please contact any of the following for any questions concerning alcohol or drug policies, procedures, disciplinary actions and education programs.

- Police Department Supervisor 912.260.4401
- Dean of Students and Housing 912.260.4416
- Human Resources 912.260.4377 (Douglas) or 912.449.7521 (Waycross)

## Getting Help with Alcohol and Substance Abuse Problems

SGSC will assist members of the campus community who are experiencing problems with alcohol or other drugs in making informed decisions about appropriate use, as well as the adverse consequences of alcohol or drug abuse on one's health and behavior.

RESOURCE	PHONE	WEBSITE
Georgia Crisis and Access Line	800.715.4225	<a href="https://www.georgiacollaborative.com/providers/georgia-crisis-and-access-line-gcal/">https://www.georgiacollaborative.com/providers/georgia-crisis-and-access-line-gcal/</a>
Alcoholics Anonymous	800.878.1829	<a href="https://www.aa.org">https://www.aa.org</a>
Council on Alcohol and Drugs	404.223.2480	<a href="https://www.livedrugfree.org/">https://www.livedrugfree.org/</a>
Narcotics Anonymous (Douglas) (Waycross)	800.490.0648	<a href="https://www.na.org">https://www.na.org</a> West Ward Street Church of God, New Hope Recovery center The Forum, Grace Episcopal Church
NAADAC Substance Abuse Professionals	703.741.7686	<a href="https://www.naadac.org/">https://www.naadac.org/</a>
National Institute on Drug Abuse	877.643.2644	<a href="https://www.drugabuse.gov">https://www.drugabuse.gov</a>
College Drinking		<a href="https://www.collegedrinkingprevention.gov/">https://www.collegedrinkingprevention.gov/</a>
Drug Free.org/Partnership to End Addiction	855.378.4873	<a href="https://drugfree.org">https://drugfree.org</a>
National Council on Alcoholism and Drug Dependence	800.622.2255	<a href="https://www.ncadd.org">https://www.ncadd.org</a>
Prevent+Ed	314.962.3456 636.239.7652	<a href="https://www.prevented.org/">https://www.prevented.org/</a>
Addictions.com	800.926.9037	<a href="https://www.addictions.com/">https://www.addictions.com/</a>
Substance Abuse and Mental Health Services Administration	800.662.HELP (4357)	<a href="https://www.samhsa.gov/find-help/national-helpline">https://www.samhsa.gov/find-help/national-helpline</a>
Bethesda Recovery Services (WAYCROSS)	912.283.8580	<a href="https://bethesdarecovery.net/">https://bethesdarecovery.net/</a>
Drug-Rehabs.org	877.882.9275	<a href="https://www.drug-rehabs.org/Georgia-Waycross-drug-rehab-treatment.htm">https://www.drug-rehabs.org/Georgia-Waycross-drug-rehab-treatment.htm</a>
Unison Behavioral Health (DOUGLAS and WAYCROSS)	800.342.8168	<a href="https://unisonbehavioralhealth.com/">https://unisonbehavioralhealth.com/</a>
Satilla Community Services (DOUGLAS and WAYCROSS)	912.389.4188 912.449.7100	
New Hope Recovery Center (DOUGLAS)	912.384.4490	

## HEALTH RISKS OF DRUGS

DRUG	SYMPTOMS	HEALTH RISKS
<b>HALLUCINOGENS</b>	Altered mood and perceptions focus on detail, anxiety, panic, nausea, and synesthesia.	Unpredictable behavior, emotional instability, violent behavior.
<b>MARIJUANA</b>	Altered perception, red eyes, dry mouth, reduced concentration & coordination, euphoria, laughing, hunger.	Panic reaction, impaired short-term memory, and addiction.
<b>COCAINE</b>	Brief intense euphoria, elevated blood pressure & heart rate, restlessness, excitement, feeling of well-being followed by depression.	Addiction, heart attack, seizures, lung damage, severe depression, paranoia.
<b>DEPRESSANTS</b>	Depressed breathing & heartbeat, intoxication, drowsiness, uncoordinated movements.	Possible overdose especially in combinations with alcohol, addiction, withdrawal & overdose.
<b>STIMULANTS</b>	Alertness, talkativeness, wakefulness, increased blood pressure, loss of appetite, mood elevation.	Fatigue leading to exhaustion, addictions, paranoia, depressions, confusion, possibly hallucinations.
<b>NARCOTICS</b>	Euphoria, drowsiness, insensitivity to pain, nausea, vomiting, watery eyes, runny nose.	Addiction, lethargy, weight loss, contamination from un-sterile needles, accidental overdose
<b>INHALENTS</b>	Nausea, dizziness, headaches, lack of coordination & control.	Unconsciousness, suffocation, nausea & vomiting, brain damage sudden death.

## HEALTH RISKS OF ALCOHOL

<b>BONE</b>	Associated with osteoporosis in young and middle-aged men who are chronic drinkers.
<b>BRAIN</b>	Consumption of 3-9 drinks weekly is associated with increased risk of stroke. Heavy consumption can lead to dementia, blackouts, seizures, hallucinations, memory loss, learning deficit, difficulty swallowing, depression, antisocial personality disorder.
<b>ESOPHAGUS</b>	Especially in association with smoking, chronic drinkers have higher risk of cancer.
<b>HEART</b>	Moderate consumption can bring on painful coronary artery spasms in susceptible patients. Higher levels can cause abnormal heart rhythms, decrease heart strength.
<b>LARYNX</b>	Alcohol abuse is associated with increased risk of cancer.
<b>LIVER</b>	Excessive drinking may cause alcoholic hepatitis; chronic drinking may result in irreversible cirrhosis, treatable only with liver transplant. Alcohol abuse has been associated with increased cancer risk.
<b>MUSCLE</b>	Alcohol-dependent people are susceptible to acute and chronic muscle injury and muscle atrophy.
<b>NUTRITIONAL DEFICIENCIES</b>	Alcohol interferes with absorption and metabolism of vitamins, minerals, fats, carbohydrates, proteins; resulting deficiencies may include anemia, neuropathies.
<b>PANCREAS</b>	Heavy alcohol consumption can cause pancreatitis.
<b>STOMACH</b>	Regular consumption can exacerbate peptic ulcers, also lead to cancer.
<b>REPRODUCTIVE SYSTEM</b>	Alcoholic men suffer low levels of testosterone which may cause testicles to atrophy, breasts to enlarge, and impotence. Alcoholic women may become unable to ovulate. Those who drink heavily may give birth to deformed and mentally ill babies.

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For more information on drugs and effects, refer to the following sites:

<https://www.drugfree.org> <https://www.streetdrugs.org>

## CLERY ACT DEFINITIONS

### **ADVISOR**

Any individual who provides the accuser or accused support, guidance, or advice.

### **AWARENESS PROGRAMS**

Community-wide or audience specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety and reduce perpetration.

### **BYSTANDER INTERVENTION**

Safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes:

- recognizing situations of potential harm;
- understanding institutional structures and cultural conditions that facilitate violence;
- overcoming barriers to intervening;
- identifying safe and effective intervention options; and
- taking actions to intervene.

### **ON CAMPUS**

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.

Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of 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).

### **ONGOING PREVENTION AND AWARENESS CAMPAIGNS**

Programming, initiatives and strategies that are sustained over time. The programming, initiatives and strategies must also focus on increasing the understanding of topics as well as the skills needed to address dating violence, domestic violence, sexual assault and stalking. The programming uses a range of strategies with audiences throughout the institution.

### **NON-CAMPUS BUILDING OR PROPERTY**

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.



## **PRIMARY PREVENTION PROGRAMS**

Programming, initiatives and strategies intended to stop dating violence, domestic violence, sexual assault and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

## **PROCEEDING**

All activities related to a non-criminal resolution of an institutional disciplinary complaint, including, but not limited to, fact finding investigations, formal or informal meetings and hearings.

Proceeding does not include communications and meetings between officials and victims concerning accommodations or protective measures to be provided to a victim.

## **PROMPT, FAIR, AND IMPARTIAL PROCEEDING**

A proceeding that is completed within reasonably prompt timeframes designated by an institution's policy, including a process that allows for the extension of timeframes for good cause and with written notice to the accuser and the accused of the delay and the reason for the delay. These proceedings

- are consistent with the institution's policies and transparent to the accuser and accused;
- include timely notice of meetings at which the accuser or accused, or both, may be present; and
- provide timely and equal access to the accuser, the accused, and appropriate officials to any information that will be used during informal and formal disciplinary meetings and hearings; and
- are conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused.

## **PUBLIC PROPERTY**

All public property (including thoroughfares, streets, sidewalks, and parking facilities) that is within the campus, or immediately adjacent to and accessible from the campus. Generally, this property consists of a public sidewalk that borders the campus, public street along the sidewalk, and the public sidewalk on the other side of the street and that falls under the jurisdiction of an outside law enforcement agency. Public property does not include anything beyond the second sidewalk (e.g. businesses, residences, etc.).

## **RESULT**

Any initial, interim and final decision by any official or entity authorized to resolve disciplinary matters within the institution.

## RISK REDUCTION

Options designed to

- decrease perpetration and bystander inaction;
- increase empowerment for victims in order to promote safety; and
- to help individuals and communities address conditions that facilitate violence.

## UNFOUNDED

An institution may withhold, or subsequently remove, a reported crime from its crime statistics in the rare situations where sworn law enforcement personnel have fully investigated the reported crime and, based on the results of this full investigation and evidence, have made a formal determination that the crime report is false or baseless and therefore “unfounded.”

To count a crime as unfounded for Clery Act purposes, the reported crime must have been a Clery Act crime;

- reported to have occurred on Clery Act geography;
- thoroughly investigated by sworn or commissioned law enforcement personnel; and
- found through investigation to be false or baseless, meaning that the crime did not occur and was never attempted.

# BYSTANDER INTERVENTION

- 1 BE AWARE** OF EVENTS AROUND YOU
- 2 TAKE RESPONSIBILITY** FOR THE WELL-BEING OF EVERYONE IN THE COMMUNITY
- 3 STEP IN** AND HELP OTHERS
  - SEPARATE**  
Step in directly and separate the persons involved.  
If you feel comfortable, let them know your concerns and reasons for intervening in the situation.  
Be a friend—let them know that you’re stepping in because you care about them.
  - DISTRACT**  
Use a distraction to re-direct the focus of one person elsewhere.  
Use phrases such as “Hey, I need to talk to you” or “Hey, let’s go somewhere else.”  
If you need to, commit a “party foul” like spilling your drink on one of the people you’re trying to separate.
  - RECRUIT**  
Let some friends know what’s going on and recruit their help.  
Step in as a group and separate the persons involved.
  - SUPPORT**  
If the situation looks unsafe, call the MCC Police Department or 911 for assistance.  
Clearly let the authority figure know your concerns and stay present until help arrives.

## VIOLENCE AGAINST WOMEN ACT SEXUAL VIOLENCE ELIMINATION ACT

Sexual assault, domestic violence, dating violence, and stalking are criminal acts that violate the standards of our community and are unacceptable at South Georgia State College. These crimes can be traumatic for the victim and disturbing to the family, friends and college community as well. Anyone who believes that she or he has been the victim of crime is encouraged to report the incident and to seek medical care if needed.

The USG policy on sexual assault, domestic violence, dating violence and stalking applies to students, staff and faculty of SGSC (<https://www.usg.edu/policymanual/section6/C2655/>). The College not only provides education and prevention resources, but offers support services and referrals, encourages and facilitates reporting and prosecution and is committed to disciplining anyone who violates this policy.

### DEFINITIONS

Key definitions utilized by the College encompass the Violence Against Women Act (VAWA) and the Sexual Violence Elimination Act (SaVE) current terminology and definitions. The College incorporates the definitions of several important terms, including family violence, sexual assault, dating violence and stalking. We recognize that these offenses are not gender-specific crimes.

#### Consent

Although Georgia Law does not define consent in reference to sexual activity, consent means the affirmative, explicit, conscious, and voluntary agreement to engage in a specific sexual activity during a sexual encounter. Consent must be clearly communicated, in words or by voluntary actions that are unmistakable in their meaning. Consent must be mutual and ongoing, and must be given for every sexual act.

SGSC utilizes the USG definition of consent which states “Words or actions that show a knowing and voluntary willingness to engage in mutually agreed-upon sexual activity. Consent cannot be gained by force, intimidation or coercion, by ignoring or acting in spite of objections of another, or by taking advantage of the incapacitation of another, where the respondent knows or reasonably should have known of such incapacitation. Consent is also absent when the activity in question exceeds the scope of consent previously given. Past consent does not imply present or future consent. Silence or an absence of resistance does not imply consent. Minors under the age of 16 cannot legally consent under Georgia law.”

Incapacitation is a state in which someone cannot make rational, reasonable decisions because the person lacks the capacity to give knowing consent. Intercourse is generally considered to be against a person's will if the person is unconscious, asleep, drugged, intoxicated, frightened, intimidated, or mentally impaired or deficient so that he or she cannot agree to the act. Engaging in any form of sexual activity with someone who is incapacitated constitutes sexual misconduct.

Consent to one form of sexual activity does not imply consent to other forms of sexual activity. Consent cannot be presumed and is never implied. Consent can be withdrawn at any time. Absence of protest, passivity or silence is not consent. The absence of "no" does not mean "yes".

### **Dating Violence:**

"Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. It is not limited to sexual or physical abuse or the threat of such abuse."

In Georgia, the term Dating Violence is not defined however "Family Violence" as defined under OCGA § 19-13-1 to include some dating situations – i.e. persons who are parents of the same child, other persons living or formerly living in the same household.

### **Domestic Violence:**

A felony or misdemeanor crime of violence committed

- By a current or former spouse or intimate partner of the victim;
- By a person with whom the victim shares a child in common;
- By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;
- By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

In Georgia, the term domestic violence is not defined but Family Violence is defined under O.C.G.A. 19-13-1 as "The occurrence of one or more of the following acts between past or present spouses, persons who are parents of the same child, parents and children, stepparents and stepchildren, foster parents and foster children, or other persons living or formerly living in the same household: (1) Any felony or (2) Commission of offenses of



battery, simple battery, simple assault, assault, stalking, criminal damage to property, unlawful restraint, or criminal trespass”.

This definition may include some dating situations – i.e. persons who are parents of the same child, other persons living or formerly living in the same household, etc.

### **Sexual Assault:**

The Campus SaVE Act defines sexual assault as “any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent”.

In Georgia, Sexual Assault is defined under O.C.G.A. 16-6-5.1 as “sexual contact” that is perpetrated by “a person who has supervisory or disciplinary authority over another individual.”

### **Rape:**

The 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 consent of the victim. This offense includes the rape of both males and females.

In Georgia, Rape is defined under O.C.G.A. 16-6-1 as “a person commits the offense of rape when he has carnal knowledge of:

- (1) A female forcibly and against her will; or
- (2) A female who is less than ten years of age.”

Carnal knowledge in rape occurs when there is any penetration of the female sex organs by the male sex organs.” The Code recognizes that rape can occur even between spouses so the defendant cannot use the fact that he is married to the person accusing him of rape as a defense. Rape is punishable by death, life imprisonment with or without parole, or a minimum of 25 years imprisonment, followed by probation for life.

### **Stalking:**

“Engaging in a course of conduct directed at a specific person that will cause a reasonable person to-

- fear for his or her safety or the safety of others; or
- suffer substantial emotional distress.”

**Course of conduct** means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person’s property.

Georgia defines Stalking under O.C.G.A. 16-5-90 as “(a)(1) A person commits the offense of stalking when he or she follows, places under surveillance, or contacts another person at or about a place or places without the consent of the other person for the purpose of harassing and intimidating the other person... the term ‘contact’ shall mean any communication including without being limited to communication in person, by telephone, by mail, by broadcast, by computer, by computer network, or by any other electronic device; and the place or places that contact by telephone, mail, broadcast, computer, computer network, or any other electronic device is deemed to occur shall be the place or places where such communication is received...the term ‘harassing and intimidating’ means a knowing and willful course of conduct directed at a specific person which causes emotional distress by placing such person in reasonable fear for such person's safety or the safety of a member of his or her immediate family, by establishing a pattern of harassing and intimidating behavior, and which serves no legitimate purpose. This Code section shall not be construed to require that an overt threat of death or bodily injury has been made.

(2) A person commits the offense of stalking when such person, in violation of a bond to keep the peace... temporary restraining order, temporary protective order, permanent restraining order, permanent protective order, preliminary injunction, or permanent injunction or condition of pretrial release, condition of probation, or condition of parole in effect prohibiting the harassment or intimidation of another person, broadcasts or publishes, including electronic publication, the picture, name, address, or phone number of a person for whose benefit the bond, order, or condition was made and without such person's consent in such a manner that causes other persons to harass or intimidate such person and the person making the broadcast or publication knew or had reason to believe that such broadcast or publication would cause such person to be harassed or intimidated by others.”

## **OPTIONS FOR INDIVIDUALS IMPACTED BY A VAWA CRIME**

### **Get to a Safe Place**

### **Preserve Physical Evidence**

Physical evidence may be necessary to prosecute the offender and be helpful in obtaining an order of protection. If the offense occurred within the past 96 hours, it is important that a victim of sexual assault not wash his or her hands, bathe, douche, smoke, use the restroom, drink, brush teeth, change clothing or clean the area where they were assaulted so that evidence may be preserved.

Victims of sexual assault, domestic violence, stalking and dating violence are also encouraged to preserve evidence by saving text messages, instant messages, social networking pages, other communications and keeping pictures, logs or other copies of documents, if they have any, that would be useful to Police.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings or obtaining protection from abuse orders related to the incident more difficult.

### **Seek Medical Attention**

FOR SEVERE INJURIES CALL 9-1-1 IMMEDIATELY. After an incident of sexual assault, dating violence or domestic violence, the victim should consider seeking medical attention as soon as possible. Coffee Regional Medical Center (Douglas) and Memorial Satilla Health (Waycross) will provide medical services and notify the trained Sexual Assault Nurse Examiners (SANE) for evidence collection.

In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infections.

### **Reporting Options**

Victims have many options with regard to reporting sexual assault, domestic violence, dating violence, and stalking including reporting to SGSC Police and to various campus authorities. However, SGSC recognizes the victim/survivor may ultimately decide not to pursue formal methods of reporting. The victim/survivor may seek confidential counseling and assistance in lieu of these formal methods.

### **File a Report with a Campus Security Authority**

Outlined on Page 10 of this report.

### **File a Student Complaint**

File matters of concern via the Student Conduct Portal. The portal is located at <http://www.sgsc.edu/current-students/student-overview.cms>.

### **File a Title IX Complaint**

In addition to or rather than filing a criminal complaint, student victims of sexual misconduct have the right to file a complaint with the College at any time, even if the police concluded there is not sufficient evidence for a criminal charge. A Title IX Complaint against any person associated with SGSC may be filed with the Title IX Coordinator, Dr. Greg Tanner, by calling 912.260.4259 or emailing [greg.tanner@sgsc.edu](mailto:greg.tanner@sgsc.edu).

## **File a Criminal Complaint**

Victims of sexual assault may file a criminal complaint by contacting the SGSC Police Department at 912.384.7675 or in person at Tiger I on the Douglas Campus. On the Waycross Campus, victims may file a complaint by calling 912.287.4335 or at the Administration Building. Additionally, victims have recourse through the civil and criminal court systems, by seeking protection orders, no contact orders and other similar court orders.

Victims, third-parties or bystanders may also file an anonymous/confidential complaint where disclosure of the sexual misconduct does not trigger an official investigation and the victim can still receive medical treatment, advocacy services and counseling. Information forwarded by CSAs is for statistical purposes only. If you wish to have your case reviewed by a police officer for possible prosecution, you must file a report with the SGSC Police Department.

## **Talk to Someone You Trust**

SGSC Counseling Services provides free, confidential support and advocacy to students.

## **CONFIDENTIALITY**

South Georgia State College will make every effort to preserve an individual's privacy and protect information related to sexual assault, domestic violence, dating violence, and stalking. The College may issue a safety awareness alert about the occurrence of a serious crime or pattern of crimes that might put the public at risk. The College is also required by law to report statistics for sexual assault, domestic violence, dating violence, stalking, and other crimes, as defined under federal law and the uniform crime reporting system. Neither safety awareness alerts nor campus crime statistics contain specific victim-identifying information.

## **SGSC POLICE DEPARTMENT**

The SGSC Police Department urges anyone who is a victim of crime to contact law enforcement immediately. An SGSC police officer can be requested by calling 911.

The SGSC PD will...

- Attend to the immediate needs of the victim ensuring prompt medical care.
- When appropriate, broadcast on emergency alert or timely notification.
- Provide victims with information concerning the importance of preserving evidence, and the rights of the victims.

Although the SGSC PD recommends prompt reporting, no one should be reluctant to file a report at a later date. Reporting an incident does not obligate a person to press charges.

## **SUPPORT SERVICES AND ACCOMMODATIONS**

The College urges anyone who has been the victim of sexual assault, domestic violence, dating violence or stalking to seek support as soon as possible to treat physical harm, assist with emotional damage, help preserve evidence and understand options for prosecution. SGSC and surrounding communities offer a diverse array of services and external resources, many of which may be accessed 24 hours a day.

Following an alleged VAWA and/or SAVE offense, SGSC will provide accommodation information to the victim. Support services include counseling, advocacy, housing assistance, academic support and disability services. SGSC is obligated to comply with a reasonable request which include, but are not limited to:

1. Change of housing assignment;
2. Issuance of a “no contact” directive;
3. Restrictions or bans to entering certain institution property;
4. Changes to academic or employment arrangements, schedules, or supervision;
5. Interim suspension; and
6. Other measures designed to promote the safety and well-being of the parties and the institution’s community.

The SGSC Police Department maintains a current listing of resources and contact information to include counseling services, community medical services, victim advocacy, legal assistance, student financial aid assistance and orders of protection even if the incident did not occur on campus.

## **MEDICAL RESOURCES**

The Medical Community follows specific policies and procedures when treating an individual that has been sexually assaulted. The State will pay for emergency room care for victims who have been assaulted and do not have health insurance. By law, the police department will be notified, and the victim may choose to file a report.

## **COLLEGE DISCIPLINE PROCEDURES**

The appropriate college disciplinary avenue is determined by the event. The college is committed to providing a prompt, impartial, and thorough investigation and resolution; therefore, reporting the incident in a timely manner can mitigate the traumatic and painful situation. A person may opt to pursue his or her case via the legal system and/or through internal disciplinary procedures. Such an investigation may occur alongside, rather than in lieu of, an independent law enforcement investigation. The accused and victim are entitled to bring a person of their choice to the proceedings, whose role is limited to providing support, not



acting as an advocate or participant. In such proceedings, a preponderance of the evidence standard is used. Further, the accused and victim are simultaneously informed, in writing, of the outcome of the proceedings and the procedures for seeking review of the decision.

Included will be notification about counseling, health, mental health, victim advocacy, legal assistance and other services available in the community. Additionally, victims will receive written notification about options for changing academic, living and working situations if the requests are reasonably available and made by the victim.

Disciplinary sanctions for students may include one or more of the following: financial restitution, community service, sensitivity training, drug and alcohol abuse prevention programs, loss of institutional privileges, counseling, separation of parties (change in classes, reassignment of residence, no contact orders, etc.), suspension and/or expulsion. Sanctions for an employee of SGSC found to have sexually assaulted, committed an act of domestic violence, dating violence, or stalked another person may be punished up to and including termination of employment.

Honoring the confidentiality of disciplinary proceedings and their outcomes is the responsibility of the accused, the victim and all others participating in or privy to those proceedings. Unless disclosure is authorized by law, failure to respect the confidentiality of the proceedings and their outcome may result in disciplinary consequences.

Officials participating in disciplinary proceedings involving sexual assault, domestic violence, and stalking receive annual training on issues related to these offenses.

The SGSC Student Handbook contains the Code of Conduct detailing disciplinary proceedings: <http://www.sgsc.edu/current-students/student-services.cms>.

## **NON-RETALIATION**

The College prohibits retribution against any person who exercises any rights or responsibilities under this policy.

## SEXUAL ASSAULT: PREVENTION, REPORTING & RESPONSE

Reports of sex offenses may be made to the SGGC Police Department, Counseling Services or any Campus Security Authority; however, any SGSC employee will assist with notifying law enforcement personnel if requested to do so. Reporting sexual assaults to law enforcement allows action that may prevent further victimization, can lead to the apprehension of the suspect, and provides the opportunity to have the incident documented for more accurate statistical recording. Officers are trained in the identification, collection and preservation of evidence, which is essential to the successful prosecution of most sex offenses.

SGSC strongly encourages timely reporting of sexual assaults because time is a critical factor in evidence collection and preservation. Filing a police report will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers. Filing a police report will

- ensure that a victim of sexual assault receives the necessary medical treatment;
- provide the opportunity for collection of evidence helpful in prosecution, which may not be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet or change clothing prior to the medical/legal exam); and
- assure the victim has access to free confidential counseling.

If you do not wish to make a police report, you are still encouraged to seek medical attention. (Please note that all health-care providers are legally required to report all cases of suspected sexual or physical assault to law enforcement.)

### **SEXUAL ASSAULT RESPONSE GUARANTEE FROM SGSC POLICE PERSONNEL**

What victims can expect:

- We will meet with you privately, at a place of your choice that is contiguous to the college to file a report.
- We will not release your name to the public or press. Crime statistics and incidents are made public record, but any identifying information will be withheld.
- Our officers will not prejudge you, and you will not be blamed for what occurred.
- We will treat you and your case with sensitivity, dignity, and professionalism.
- We will provide a written explanation of rights and options.
- We will assist you in receiving medical care, counseling, and other support services.
- We will thoroughly investigate your case and will help you to achieve the best outcome. This may involve the arrest and full prosecution of the suspect(s). You will be kept informed of the progress of the investigation and/or prosecution.
- We will consider your case seriously, regardless of your gender or sexual orientation, and regardless of the gender or sexual orientation of the suspect(s).

## **CRIMINAL PROSECUTION AND DISCIPLINARY PROCEDURES**

Although the victim of a sexual assault may elect to have the investigation pursued through Student Success (Discipline and Conduct) rather than filing formal state charges, the suspect of an alleged sex offense is subject to both criminal prosecution and disciplinary action under the Student Conduct Code. The Dean of Students and Housing coordinates SGSC disciplinary proceedings involving alleged sexual misconduct. The alleged victim and the alleged offender are entitled to have other individuals present during a campus disciplinary proceeding. In such proceedings, a preponderance of the evidence standard is used. Sanctions for Sexual Assault include Residence Hall Suspension or Expulsion and or College Suspension or Expulsion. The victim and the alleged will be simultaneously informed of the outcome of any campus disciplinary proceeding as well as the procedures for appeal.

The SGSC Student Handbook which contains the Code of Conduct detailing disciplinary proceedings is located at <http://www.sgsc.edu/current-students/student-handbook.cms>. The Board of Regents Policy manual which describes Discipline of Students is located at <https://www.usg.edu/policymanual/section4/C332/>.

## **SEX OFFENDER REGISTRATION INFORMATION**

*Megan's Law* is a common term for state laws that create and maintain a sex offender registry that makes information on registered sex offenders available to the public. Megan's Law is named after seven-year-old Megan Kanka, a New Jersey girl who was raped and killed by a known registered sex offender who had moved across the street from the family without their knowledge. In the wake of the tragedy, the Kanka's sought to have local communities warned about sex offenders in the area. The federal government implemented requirements that all states establish sex offender registries and provide the public with information about offenders.

While each state's version of Megan's Law differs slightly, all typically collect information about sex offenders that includes: the offender's name, address, picture, and the nature of the crime. States publish this information on web sites that the public can query in many different ways.

In accordance to the Campus Sex Crime Prevention Act (CSCPA) of 2000, the Jeanne Clery Act and the Family Education Rights and Privacy Act of 1974, the SGSC Police Department is providing a link to the Georgia Bureau of Investigation Sex Offender Registry. The Sex Offender Registry is the central repository for Georgia's Violent Sexual Offender Registry in compliance with O.C.G.A. 42-1-12. Members of the campus community may access the Georgia Sex Offender Registry located at <https://gbi.georgia.gov/georgia-sex-offender-registry>. The Georgia Bureau of Investigation is responsible for maintaining this registry. This act mandates sex offenders who are required to register under state law to provide notice of their enrollment or employment at any higher learning institution in the state of residence.

## RESOURCES AND ASSISTANCE

### Resources for Victims of Sexual Assault

Resource	Phone	Website
SGSC Counseling Services	(833) 855-0079	<a href="https://www.sgsc.edu/current-students/staywell.cms">https://www.sgsc.edu/current-students/staywell.cms</a>
Satilla Rape Crisis Center	912.283.0987	<a href="https://satillaadvocacy.org/">https://satillaadvocacy.org/</a>
Men Can Stop Rape	202.265.6530	<a href="http://www.mencanstoprape.org/">http://www.mencanstoprape.org/</a>
Georgia Network to End Sexual Assault	404.815.5261	<a href="http://www.gnesa.org/">http://www.gnesa.org/</a>
Women Organized Against Rape	215.985.3333	<a href="https://www.woar.org/sexual-assault-resources/">https://www.woar.org/sexual-assault-resources/</a>
Male Survivor		<a href="http://www.malesurvivor.org/index.php">http://www.malesurvivor.org/index.php</a>
1in6		<a href="https://1in6.org/">https://1in6.org/</a>
Center for Changing our CampusCulture		<a href="http://changingourcampus.org/">http://changingourcampus.org/</a>
National Sexual Violence Resource Center	877.739.3895	<a href="https://www.nsvrc.org/">https://www.nsvrc.org/</a>
Safe horizon	800.621.4673	<a href="https://www.safehorizon.org/">https://www.safehorizon.org/</a>
Rape, Abuse, and Incest NationalNetwork	800.656.HOPE	<a href="https://www.rainn.org/">https://www.rainn.org/</a>
Georgia Crime Victims Compensation	800.547.0060	<a href="https://cjcc.georgia.gov/victims-compensation">https://cjcc.georgia.gov/victims-compensation</a>
Anti-violence Project	212.714.2141	<a href="https://avp.org/">https://avp.org/</a>
Forge	414.559.2123	<a href="http://forge-forward.org/about/">http://forge-forward.org/about/</a>
End Rape on Campus	202.281.0323	<a href="https://endrapeoncampus.org/">https://endrapeoncampus.org/</a>
Culture of Respect		<a href="https://cultureofrespect.org/">https://cultureofrespect.org/</a>

We approach issues of misconduct such as sexual harassment, sexual assault, stalking, and intimate partner violence, not just as behaviors prohibited by law, but as conduct that devalues individuals as it is harmful not only to the person involved, but as actions that undermine the entire campus community. More information can be found in the student handbook and in the Title IX portions of the SGSC website at <http://www.sgsc.edu/current-students/student-services.cms>.

## PREVENTION & EDUCATION PROGRAMS

The SGSC Police Department takes a proactive approach to crime prevention. Our goal is to eliminate or minimize criminal activity whenever possible. We strongly encourage students, faculty and staff to be responsible for their own safety and for the safety of others through bystander intervention so as to prevent harm and to intervene with safe options. Being an active bystander can include:

- Speaking out against statements, attitudes or behavior that may perpetuate a culture endorsing violence as acceptable or inevitable.
- Naming and stopping situations that could lead to a sexual assault.
- Stepping in during a high-risk incident, whether by disruption, distraction, speaking up or even calling for help so others can step in.
- Supporting and believing others when they feel uncomfortable or hurt.

### HOW TO BE AN ACTIVE BYSTANDER

Bystander intervention means safe and positive options that may be carried out to intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding cultural conditions that facilitate violence, overcoming barriers to intervene, identifying safe and effective intervention options, and acting to stop/prevent the violence.

Bystanders play a critical role in the prevention of sexual and relationship violence. Bystanders are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it.” SGSC promotes a culture of accountability where bystanders are actively engaged in the prevention of violence without causing further harm. Below is a list of some ways to be an active bystander. If you or someone else is in immediate danger,

1. Call 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.
2. Watch out for your friends and fellow students/employees. If you see someone that appears to be in trouble or need help, ask if they are okay.
3. Confront people who seclude, try to make out with or have sex with people who are incapacitated.
4. Speak up when someone discusses plans to take sexual advantage of another person.
5. Believe someone who discloses sexual assault, abusive behavior or stalking.
6. Refer people to on or off campus resources listed in this document for support in health, counseling or with legal assistance.

step in  
step up  
speak out

## HELPING OTHERS RESPOND TO PROBLEMATIC SITUATIONS

The college provides education programs and awareness campaigns to prevent and promote awareness of sexual assault, domestic violence, dating violence, stalking, rape and acquaintance rape. In addition to covering the information addressed in this policy, these programs will, among other things, provide information on risk reduction.

Risk reduction encourages asserting one's rights and respecting the rights of others in relationships. For example,

- Define, respect and communicate your own relationship and intimacy boundaries.
- Respect the boundaries of others.
- Trust your instincts. Date safely and respectfully.
- Be aware that alcohol/drugs compromise the ability to make responsible decisions.
- Intervene when you see someone insulted, put down or sexually assaulted. Confront negative situations, including sexist or racist jokes.

All first time, full time students and residents of SGSC are required to complete Haven: Understanding Sexual Assault - an online training program that addresses the critical issues of sexual assault, relationship violence and stalking.

Haven educates students on the issues associated with sexual assault and relationship violence, considering their unique perspectives and experiences, providing:

- Key definitions and statistics, including training on the definition of "consent," "dating violence," "domestic violence," "sexual assault" and "stalking;"
- Reflective and personalized content;
- Bystander intervention training aimed at providing safe and positive options and confidence-building strategies; and
- Campus-specific resources, procedures and policies, including the college's prohibition of dating violence, domestic violence, sexual assault and stalking.

During the fall of each year, faculty and staff are provided information regarding sexual assault, domestic/dating violence, and stalking. Each of the crimes and consent is defined. Response information, reporting locations, resource information and hotline numbers are included.



## CRIME PREVENTION & SAFETY AWARENESS

Crime prevention and safety awareness programs are offered at SGSC in an attempt to reduce campus crime. Prevention programs are aimed at minimizing criminal opportunities and encouraging students to be responsible for their own security.

Type of Program	
<b>Residence &amp; Street Safety</b>	Police Dept.
Provides information on personal security and property protection. Offered upon request.	
<b>Alcohol &amp; Drug Abuse</b>	Campus Life/ Police Dept.
Provides information regarding the effects of drug and alcohol use. The divisions of SGSC Police and Campus Life will provide presentations upon request or at various intervals throughout the semester. See Ever Fi below.	
<b>Self-Defense Techniques</b>	Police Dept.
Teaches students, faculty, and staff some basic self-defense techniques and safety awareness. Available upon request.	
<b>College Students and Sexual Assault</b>	
Provides information on victimization and prevention of sexual assaults. Haven is provided to students enrolled in the SGSC 1000 course. Additionally, SGSC Police will deliver presentations upon request.	
<b>Campus Crime Log</b>	Police Dept.
Provides information regarding crimes reported to have occurred on campus.	
<b>EverFI Training</b>	Student Success
Online training that addresses critical life skills such as alcohol abuse and sexual assault prevention provided in SGSC 1000.	
<b>Crime Prevention Presentations</b>	Police Dept.
Includes information about personal safety, sexual assault prevention, theft prevention, residence security, etc.	
<b>Domestic and Dating Violence</b>	
Assists students in understanding domestic and dating violence. Also includes stalking deterrence.	
<b>Active Shooter</b>	Police Dept.
Provides information regarding active shooter response. This presentation is provided to students enrolled in SGSC 1000.	
<b>Emergency Response to Disasters/Hazards</b>	Police Dept.
Provides details of response protocols for students and employees during crises in SGSC 1000 course and upon request.	
<b>Emergency Flip-Charts</b>	Police Dept.
Posted throughout campus to provide the information regarding reporting and dealing with emergencies.	
<b>Motor Assistance Program</b>	Police Dept.
Assist motorists on campus with vehicle problems (excluding unlocking vehicle doors).	
<b>Haven</b>	Online as part of admission requirements
Provided to First time and Residential students on issues associated with sexual assault and relationship violence, considering their unique perspectives and experiences	
<b>Patrol-Bys/Walk-Thrus</b>	Police Dept.
Officers periodically conduct security checks of areas where you are working, studying, or living.	
<b>Community Resource Fairs</b>	Police Dept.
<b>Safety Emails and Flyers</b>	Police Dept.
<b>Safe Escort Program</b>	Police Dept.

## **SGSC MISSING PERSONS POLICY (FOR RESIDENTIAL STUDENTS)**

South Georgia State College recognizes the importance of safety for our on-campus living community. The purpose of this policy is to establish procedure for responding to reports of missing students, as required by the Higher Education Opportunity Act of 2008. This policy applies to SGSC students who reside in on-campus housing.

### **POLICY**

A student will be considered a “missing person” if the person’s absence is contrary to his or her usual pattern of behavior, if unusual circumstances may have caused the absence and/or if a roommate, classmate, faculty member or other person has not seen the person in a reasonable amount of time. Reasonable time may vary with the time of day and information regarding the missing person's daily schedule, habits, punctuality and reliability. Such circumstances may also include, but are not limited to, a report or suspicion that the missing person may be the victim of foul play, has expressed suicidal thoughts, is drug dependent, is in a life-threatening situation or has been in the company of persons who may endanger the student's wellbeing.

### **MISSING PERSONS CONTACT INFORMATION DESIGNATION**

Students age 18 and over or emancipated minors are given the opportunity to designate, an individual or individuals to be contacted by the college no more than 24 hours after the time that the student is determined to be missing in accordance with procedures of this policy. This designation will be made upon move in by the Residence Life Specialist and will remain in effect until changed or revoked by the student. The information will be maintained with the Residential Student Emergency Notification contact information.

In the event a student is under the age of 18, who is not emancipated, is determined to be missing, the College is required to notify a custodial parent or guardian no more than 24 hours after the student is determined to be missing.

This information will be registered confidentially and is accessible only to authorized campus officials. The information may not be disclosed except to law enforcement personnel in furtherance of the investigation. The missing persons contact information will be provided to Police personnel, Residence Life Specialist and the Dean of Students and Housing.

### **OFFICIAL NOTIFICATION PROCEDURES FOR MISSING PERSONS**

Any individual on campus who has information that a residential student may be a missing person should notify SGSC Police, Residence Life Specialist, and/or the Dean of Students and Housing immediately. All possible efforts will be made to locate the student to determine his

or her state of health and well-being through the collaboration of the Police Department and the Office of Residence Life and Housing.

SGSC Police will gather essential information about the residential student from the reporting person and from the student's acquaintances. Appropriate campus officials will be notified to aid in the search for the student. Endeavors to determine the student's whereabouts through contact with friends, associates, and/or employers of the student will be made. Examples include determining whether or not the student has been attending classes, labs or academic meetings, appearing for scheduled work shifts, etc.

If the above actions are unsuccessful in locating the student within 24 hours, or it is immediately apparent that the student is a missing person (i.e. witnessed abduction), SGSC Police will contact surrounding law enforcement agencies to report the student as missing.

No later than 24 hours after determining that a residential student is missing the Dean of Students and Housing, Chief of Police, Police Supervisor or Residence Life Specialist will notify the missing persons contact for students 18 years of age and older, or the parent and/or guardian for students under the age of eighteen. Contact is contingent upon the correct emergency contact information being made available by the student.

In order to avoid jurisdictional conflicts when a commuter student is believed to be missing, the reporting person should immediately notify local law enforcement authorities. The SGSC Police Department will assist outside agencies with these investigations as requested.

### **CAMPUS COMMUNICATIONS ABOUT MISSING STUDENTS**

Prior to providing the SGSC campus community or media with any information about a missing student, the VP for Academic and Student Affairs shall consult with law enforcement authorities to ensure that communications do not hinder the investigation. The VP for Institutional Advancement or designee will provide information to the media to elicit public assistance for a missing person.

The VP for Academic and Student Affairs, in conjunction with appropriate faculty and staff, is responsible for the development and publication of any procedures or guidelines that may be necessary to administer this policy effectively.

### **WELL BEING VERIFICATION**

If located, verification of the student's state of health and intention of returning to the campus will be made. When and where appropriate, a referral will be made to SGSC Counseling Services. Lastly, the missing persons contact will be notified.

## CRIME CATEGORY DEFINITIONS

The "*Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*" (originally known as the "*Campus Security Act*") was enacted by the United States Congress and signed into law by President George Bush in 1990. It is named in memory of 19-year old Lehigh University freshman, Jeanne Ann Clery, who was assaulted and murdered while asleep in her residence hall in 1986. This law requires SGSC and all institutional officials with significant responsibility for campus and student affairs to publicly disclose three years of campus crime statistics.

Clery Act crimes are classified based on the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting (UCR) Handbook. Although the law states that institutions must use the UCR for defining and classifying crimes, it doesn't require Clery Act crime reporting to meet all UCR standards. Additionally, the UCR definition of crimes may define crimes differently than Georgia Penal Code.

### **MURDER AND NON-NEGLIGENT MANSLAUGHTER**

The willful (non-negligent) 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 consent of the victim, including instances where the victim is incapable of giving consent.

#### **Rape**

The 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 consent of the victim. This offense includes the rape of both males and females.

#### **Fondling**

The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

#### **Incest**

Sexual intercourse between persons who are related to each other within the degrees where in marriage is prohibited by law.

#### **Statutory Rape**

Sexual intercourse with a person who is under the statutory age of consent.

## **ROBBERY**

The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

## **AGGRAVATED ASSAULT**

An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

## **BURGLARY**

The unlawful entry of a structure to commit a felony or a theft.

## **MOTOR VEHICLE THEFT**

The theft or attempted theft of a motor vehicle.

## **ARSON**

Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

## **HATE CRIMES**

Hate crimes are defined as criminal offenses that manifest evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.

### **CATEGORIES OF PREJUDICE INCLUDE:**

#### **Race**

A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind.

#### **Gender**

A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g. male or female.

#### **Gender Identity**

A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity.

#### **Religion**

A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.

**Sexual orientation**

A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation.

**Ethnicity**

A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.

**National origin**

A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.

**Disability**

A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

**HATE CRIMES DEFINED**

Hate Crimes include all of the crimes listed as reportable Clery crimes that manifest evidence that the victim was chosen based on one of the categories of bias listed below, plus the following crimes.

**Larceny/Theft**

The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another. Includes pocket picking, purse snatching, shoplifting, theft from buildings, theft of motor vehicles, theft of motor vehicle parts or accessories and all other larceny.

**Simple Assault**

An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

**Intimidation**

To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct but without displaying a weapon or subjecting the victim to actual physical attack.



### **Destruction/Damage/Vandalism or Property (except Arson)**

To willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

### **LIQUOR LAW VIOLATIONS**

Violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

### **DRUG LAW VIOLATIONS**

The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use; the unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance.

### **WEAPONS LAW VIOLATIONS**

The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons.

Possession of weapons on campuses of the University System of Georgia is governed by Georgia law (O.C.G.A. 16-11-127.1). Under the law, weapons are not allowed on the SGSC campus, subject only to certain exceptions. The most recent exception (House Bill 280, commonly known as the “campus carry” law), went into effect on college campuses in Georgia on July 1, 2017. House Bill 280 establishes that anyone who is licensed to carry a hand gun may do so – in a concealed manner only – anywhere on Georgia’s public college and university campuses, except in certain areas that are specifically listed in the law.

Please refer to <http://www.usg.edu/hb280> for more information. Additionally, a video detailing HB 280 is available at <https://www.youtube.com/watch?v=SV5clgTCSGY>.

Additionally, in 2016, the code section was amended by HB 792 to allow any person that is at least 18 years of age and currently enrolled in classes on the campus to possess an electroshock weapon.

- Individuals are not required to obtain a permit or license to carry and the law does not specify a carrying method; devices may be carried openly or concealed.
- Electroshock devices can only be used “in defense of self or others.”
- Electroshock devices may be carried in any building owned or leased by the institution, including residence halls.

## CRIMINAL ACTIVITY OFF CAMPUS

SGSC does not have any officially recognized student organizations that have housing facilities off-campus. However, though coordination with local law enforcement agencies, criminal activity occurring off-campus involving SGSC students is monitored and reported to the SGSC Police Department. Criminal activity off campus will result in referral to the Student Conduct Board.

## DISCLOSURE OF CRIME STATISTICS

The SGSC Police Department prepares this annual report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act). Statistics are compiled in accordance with the Uniform Crime Reporting System of the Department of Justice and the Federal Bureau of Investigation.

All statistics are gathered, compiled and reported to the college community via this report. The SGSC Police Department submits these crime statistics to the Department of Education (DOE) who in turn makes the report available to the general public through the DOE website. In addition, statistics are posted in this manual which can be located on the SGSC Police webpage <http://www.sgsc.edu/departments/homepage.cms>. Hard copies of this manual are available by request at the Police Department which is located in Tiger Village I on the Douglas Campus and the Administration Building on the Waycross Campus.

Some crime victims may prefer to report incidents of crime to someone other than to the Police. Reasonable attempts have been made to identify crimes that may have been reported to or known by the SGSC Police department in order to provide accurate statistics.

Crime statistics for SGSC's entry program at Valdosta State University are maintained through VSU. The crime statistics for Valdosta State University can be accessed at <http://www.valdosta.edu/administration/finance-admin/police/welcome.php>

The SGSC Police Department maintains a Crime Log of all criminal incident reports that have been filed with the Department. The log is available for review at the Police Department during regular business hours.



**CRIME LOG**

**SOUTH GEORGIA STATE COLLEGE**  
**CAMPUS CRIME STATISTICS: DOUGLAS CAMPUS**

Offense Type	Year	On Campus	Residential Facilities	Public Property	Unfounded
<b>Murder/ Non-Negligent Manslaughter</b>	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
<b>Manslaughter by Negligence</b>	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
<b>Rape</b>	2020	0	0	0	0
	2019	0	0	1	0
	2018	2	2	0	2
<b>Fondling</b>	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
<b>Incest</b>	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
<b>Statutory Rape</b>	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
<b>Robbery</b>	2020	0	0	0	0
	2019	0	0	2	0
	2018	0	0	0	0
<b>Aggravated Assault</b>	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
<b>Burglary</b>	2020	0	0	0	0
	2019	1	1	3	0
	2018	0	0	0	0
<b>Motor Vehicle Theft</b>	2020	0	0	0	0
	2019	0	0	1	0
	2018	1	0	0	0
<b>Arson</b>	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
<b>Hate Crimes</b>	2020	0	0	0	0
	2019	0	0	0	0
	2018	0	0	0	0
<b>Domestic Violence</b>	2020	0	0	0	0
	2019	1	0	0	0
	2018	0	0	0	0
<b>Dating Violence</b>	2020	1	0	0	0
	2019	3	0	0	0
	2018	1	0	0	1
<b>Stalking</b>	2020	0	0	0	0
	2019	3	1	0	0
	2018	0	0	1	0

***Crimes reported in the residential facilities category are also included in the on-campus category. SGSC has no non-campus buildings and property.***

**SOUTH GEORGIA STATE COLLEGE**  
**CAMPUS CRIME STATISTICS: WAYCROSS CAMPUS**

Offense Type	Year	On Campus	Public Property	Unfounded
<b>Murder/ Non-Negligent Manslaughter</b>	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
<b>Manslaughter by Negligence</b>	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
<b>Rape</b>	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
<b>Fondling</b>	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
<b>Incest</b>	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
<b>Statutory Rape</b>	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
<b>Robbery</b>	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
<b>Aggravated Assault</b>	2020	0	0	0
	2019	0	1	0
	2018	0	0	0
<b>Burglary</b>	2020	0	1	0
	2019	0	0	0
	2018	1	0	0
<b>Motor Vehicle Theft</b>	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
<b>Arson</b>	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
<b>Hate Crimes</b>	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
<b>Domestic Violence</b>	2020	0	3	0
	2019	0	0	0
	2018	0	0	0
<b>Dating Violence</b>	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
<b>Stalking</b>	2020	0	0	0
	2019	0	0	0
	2018	1	0	0

***SGSC has no non-campus buildings and property.***

**SOUTH GEORGIA STATE COLLEGE**  
**CAMPUS CRIME STATISTICS: DOUGLAS CAMPUS**

ARRESTS AND REFERRALS TO CONDUCT FOR DISCIPLINARY MEASURES	ON CAMPUS			RESIDENTIAL FACILITIES			PUBLIC PROPERTY		
	2020	2019	2018	2020	2019	2018	2020	2019	2018
<b>Liquor Law Arrests</b>	0	1	7	0	1	7	0	0	0
<b>Liquor Law Referrals</b>	1	8	3	0	8	3	0	0	0
<b>Drug Arrests</b>	4	21	7	2	6	5	0	0	0
<b>Drug Violation Referrals</b>	12	18	10	11	14	10	0	0	0
<b>Weapons Law Arrests</b>	0	1	0	0	1	0	0	0	0
<b>Weapons Law Referrals</b>	0	0	0	0	0	0	0	0	0

**SOUTH GEORGIA STATE COLLEGE**  
**CAMPUS CRIME STATISTICS: WAYCROSS CAMPUS**

ARRESTS AND REFERRALS TO CONDUCT FOR DISCIPLINARY MEASURES	ON CAMPUS			PUBLIC PROPERTY		
	2020	2019	2018	2020	2019	2018
<b>Liquor Law Arrests</b>	0	0	0	0	0	0
<b>Liquor Law Referrals</b>	0	0	0	0	0	0
<b>Drug Arrests</b>	0	0	0	0	0	0
<b>Drug Violation Referrals</b>	0	0	0	0	0	0
<b>Weapons Law Arrests</b>	0	0	0	0	0	0
<b>Weapons Law Referrals</b>	0	0	0	0	0	0

## CRIME PREVENTION TIPS

Use common sense and do not place yourself in a location or situation to become a victim of crime. Don't rely on others for your safety. Disinterest and complacency are the prime contributors to the success of crime. You are ultimately responsible for your safety while away at college. The SGSC Police team cannot be everywhere at once and are, therefore, dependent upon others to recognize and report incidents of suspicious and criminal activity. Cooperation from others greatly influences our effectiveness in combating crime. Doing your part means

1. being aware of your vulnerability;
2. being alert for suspicious or criminal activity and conditions that may represent a hazard;
3. becoming security conscious and reporting incidents of suspicious or criminal activity; and
4. reporting suspicious activity.

### WALKING ON CAMPUS

- Walk with purpose.
- Stay in well-lit, well-populated areas. Take the safest route, not the fastest route.
- Be aware of your environment. Don't be afraid to look over your shoulders. It's not rude to maintain a safe distance between yourself and others.
- Avoid blind corners. Take wide turns so that you have room to react to what's ahead.
- Have keys readily available. They may be used as a weapon if necessary.
- Plan ahead. Know where the restrooms, food and water are. Don't wander aimlessly.
- If you think you are being followed, cross the street and, if necessary, keep crossing back and forth. If you are pursued, call for help, run to a campus building and enlist the aid of others. Do anything that might attract attention or summon assistance. If possible, avoid walking alone, but if you are and someone passes you, check to be sure that person has continued walking in the other direction.
- DO NOT enter vehicles with strangers.
- ALWAYS be aware of your surroundings.
- Carry your purse or book bags close to your body.
- Call for an escort from Police Department personnel on the Douglas Campus. For the Waycross Campus, contact Parker Security 912-501-4021 if you feel unsafe. Police or security personnel will gladly escort you to your vehicle/class. Please call several minutes before you need to leave.
- When running/walking alone, do not wear earphones and consider carrying a whistle.
- Always let someone know where you'll be going and when you will return.



## **IN PARKING AREAS**

- Park in well-lit, well-traveled areas of the parking structure or lot.
- Walk in the center of the aisles when safe to do so. You'll have more reaction time if someone leaps out from behind a car.
- Walk with confidence. Criminals can often sense when you feel vulnerable.
- Always check underneath and in the rear seat of your car for intruders.
- Do not keep valuables in your car. If you must, keep them out of sight (i.e. in the trunk).
- Lock your doors and keep windows rolled up whenever possible.
- Limit distractions such as cell phones.

## **ELEVATOR**

- If, while waiting for an elevator, you find yourself alone with a stranger, let them take the elevator and wait for its return.
- Always stand near the control panel, so that you have access to the alarm.
- Emergency phones are installed in all passenger elevators on campus. When you push the button, the phone will automatically dial the 911 Center.

## **WHILE OUT ON A DATE**

- Many rapes occur between people who already know each other and approximately half of rapes happen on dates. Take your time in getting to know your companion.
- Don't spend time alone with someone who makes you feel uneasy or uncomfortable. Follow your instincts and remove yourself from situations that make you uneasy.
- Stay with a group of people. Avoid risky areas, such as deserted areas.
- Avoid excessive alcohol. Be alert for possible use of "date rape drugs" such as Rohypnol which causes drowsiness, a loss of coordination, dizziness and memory loss. Don't leave your drink unattended.
- Tell someone you trust your date's name, destination and planned time of return.

## **SOCIAL MEDIA**

- Control the information you post.
- Restrict access to your page to friends and family.
- Post only information that you are comfortable with others seeing. Many people can see your page, including your parents, the police, the college you attend, or employer.
- Keep your information to yourself. Be cautious about posting information that could be used to identify you or locate you offline.
- Don't post your full name, Social Security number, address, phone number, or bank and credit card account numbers.
- Remember that once you post information online, you can't take it back.
- Photos can be altered and broadcast in ways you may not be happy about.
- Social Networking is a double-edged sword. It's okay to have fun and connect with



other people on social networks, but be alert to the fact that criminals prey on others. Take precautions to prevent possible negative outcomes.

- Flirting with strangers online could have serious consequences. Because some people lie about who they are, you never really know who you're dealing with.
- Be wary if a new online friend wants to meet you in person.
- Put the word acronym ICE (In Case of Emergency) into your phone with the name of and number of parent or guardian.

#### **TIPS FOR DRIVERS**

- Always watch for pedestrians and be prepared to stop for a pedestrian within a crosswalk.
- Always remain in the right lane unless passing or turning left.
- The center turn lane is NOT a merge lane. Attempting to merge into traffic from this lane can cause head on collisions.
- Don't drive distracted or after consuming alcohol or other drugs.
- Do not use your cell phone while driving. Remember, Georgia has a hands-free law.
- Left lanes are for passing or making a left turn. If you are not passing or making a left turn, stay in the right lane.
- Obey speed limits.
- Come to a complete stop at STOP signs.



#### **IN THE RESIDENCE HALLS**

- Always lock your door and windows when you leave your room.
- Do not loan out your key. Never compromise your safety by leaving a door unlocked.
- Report all lost keys/SGSC ID to your Residence Life Coordinator immediately.
- Be careful of whom you invite into your room because thieves are often acquaintances. Keep valuable possessions out of sight. Do not openly display money or valuables.
- Don't put yourself in a position that may put you or others in jeopardy.
- Do not tape or put objects in your door jam. This leaves your room vulnerable to theft.
- Do not allow others to tailgate. Do not allow strangers to enter the premises.
- If you have expensive equipment (computers, stereos, etc.) engrave them with your State ID or Driver's License number.
- Check your peephole before opening your door. Don't open doors for strangers.
- Report any building safety problems to the R.A. or the front desk.
- Never dress/undress in front of windows. Close blinds or curtains after dark.
- If you find that your room has been entered, DO NOT GO INSIDE. If you are already inside, DO NOT TOUCH ANYTHING. Call the police.
- Do not leave your belongings unattended. If you must leave an area for any length of time, take your property with you. It only takes a few seconds for a thief to steal.
- Participate in fire drills and adhere to guidelines for evacuation when an alarm sounds.

## **FIRE SAFETY DISCLOSURE ON-CAMPUS HOUSING**

The annual fire safety report is made available as part of SGSC's commitment to safety and security on campus and in compliance with the Higher Education Opportunity Act of 2008. This report contains information about fire safety practices and is prepared in cooperation with Residence Life, and Facilities. The Fire Safety Report will be published as part of the Annual Security Report.

### **FIRE**

"Any instance of an open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner." (i.e. trash-can fire, grease fire, gas stove fire, etc.)

### **TO REPORT A FIRE**

Report a smoke or a fire immediately by dialing 911. SGSC police will respond and fire and/or emergency personnel will be notified as the situation warrants. Additionally, the Residence Life Specialist should be notified at 912.260.4467.

### **NUMBER OF REGULAR MANDATORY SUPERVISED FIRE DRILLS**

Each semester, there are supervised scheduled drills or actual events at campus residence halls that are facilitated by the Department of Residence Life and Housing and the Police Department in cooperation with assigned building personnel. Various drills are conducted throughout the year to familiarize students, faculty and staff with emergency procedures and individual roles. There were four (4) drills conducted in Tiger II during 2020.

### **PLANS FOR FUTURE IMPROVEMENTS IN FIRE SAFETY**

SGSC continually evaluates fire safety and plans to continue improvements safety efforts by meeting and exceeding minimal fire safety standards. (i.e. networking of alarm systems)

### **FIRE SAFETY EDUCATION AND TRAINING**

Housing Staff members receive annual fire safety training. Students living in Campus Housing review fire safety policies during New Student Orientation. Housing presentations are addressed by the Resident Assistant (RA) at their first-floor meeting of the year.

### **FIRE INCIDENT LOG**

The fire incident log and drill reports are maintained by the Residence Life and Housing Specialist. The reports are available for public review during normal business hours.

### **SMOKING**

Smoking, including hookahs and other smoking paraphernalia, is prohibited on all campuses of the University System of Georgia including SGSC.

## REPORTED FIRES BY BUILDING FOR SGSC RESIDENCE HALLS

100 WEST COLLEGE PARK DRIVE DOUGLAS, GA

### 2020 FIRE SUMMARY

Residential Facility	Total Fires in Each Building	Cause of Fire	Injuries that Required Treatment at a Medical Facility	Deaths Related to a Fire	Estimated Value of Property Damage Caused by Fire
Tiger Village I	0				
Tiger Village II	0				
Shannon Hall	0				
Floyd Hall	0				

### 2019 FIRE SUMMARY

Residential Facility	Total Fires in Each Building	Cause of Fire	Injuries that Required Treatment at a Medical Facility	Deaths Related to a Fire	Estimated Value of Property Damage Caused by Fire
Tiger Village I	0				
Tiger Village II	0				
Shannon Hall	0				
Floyd Hall	0				

### 2018 FIRE SUMMARY

Residential Facility	Total Fires in Each Building	Cause of Fire	Injuries that Required Treatment at a Medical Facility	Deaths Related to a Fire	Estimated Value of Property Damage Caused by Fire
Tiger Village I	0				
Tiger Village II	0				
Shannon Hall	0				
Floyd Hall	0				

## SGSC RESIDENTIAL HOUSING FIRES SAFETY SYSTEMS

Residential Facility	Fire Sprinkler System	Fire Alarm System	Smoke Detectors	Pull Stations	Fire Extinguishers	Evacuation Routes Posted	Fire Doors	Number of Fire Drills
Tiger Village I	1 Connected System		389	17	23	97	12	4
Tiger Village II	1 Connected System		519	22	23	147	12	4
Shannon Hall (unoccupied)		7	11	26	14	7	14	0
Floyd Hall (unoccupied)		163			19		15	0

## **APPLIANCES**

The Department of Residence Life and Housing has established the following policies regarding appliances in the Residence Halls.

### **Acceptable Appliances**

- Appliances with closed coil elements
- Computers
- Fans
- Hairdryers
- Irons for clothing (with self-shut-off preferred)
- Lamps (excluding halogen lights and spider lamps)
- Mini refrigerator (no larger than 4.4 cu ft)
- Microwaves (up to 700-800 watts)
- Stereos and other audio equipment
- TVs and other visual equipment

### **Prohibited Appliances and Items**

- Appliances with exposed heating elements (toasters, toaster ovens, fryers, broilers, hot plates, etc.)
- Appliances that are damaged (frayed cords, bent plugs, etc.)
- Electric skillets
- Fog machines
- Halogen lamps & lights/Spider lights
- Candles/Incense
- Liquid fuel
- Space heaters
- Hoverboards

## **EVACUATION PROCEDURES**

When an emergency evacuation is ordered or when audio or visual alarms are activated, everyone is mandated to evacuate the premises immediately. Evacuation routes are posted in each residential hall suite. Housing staff will assist in the evacuation of the facility and will help to coordinate re-entry into the building. Residents who fail to evacuate a building or take an excessive amount of time to exit the building are subject to disciplinary action. Evacuate the building using the nearest available exit and proceed to the building rally point to begin an accountability and assessment process.

## **FIRE SAFETY**

### ***FIRE PREVENTION***

- Waste should be properly disposed of to reduce safety hazards.
- Do not overload outlets with multiple outlet cords or multiple plug adapters.
- Keep walkways and stairwells free from obstruction at all times.

### ***PERSONAL SAFETY PRECAUTIONS***

- Know the location of fire extinguishers, fire exits, and alarm systems in your area. Know how to use them.
- Smoke is the greatest danger in a fire. Stay near the floor as the air is less toxic.
- Ask bystanders to assist in watching windows, doorways, etc., for persons that may be trapped inside.

### ***IN THE EVENT OF A FIRE***

- If a minor fire appears controllable and you know how to operate a fire extinguisher, promptly direct the charge of the fire extinguisher toward the base of the flame with a sweeping motion. Be sure to maintain a means of retreat at your back.
- If the fire does not appear controllable, activate the fire alarm. Call 911 to report the fire. Give as much information as possible about the fire and its location.
- When the alarm is sounded, evacuate all rooms through the nearest marked exit. Close all doors and windows to confine the fire and reduce oxygen. **DO NOT LOCK DOORS.**
- Walk single file on the right side of the hallway or stairwell. Alert others to do the same. **DO NOT USE ELEVATORS!**
- Assist any disabled persons in exiting the building.
- If your clothing catches fire, **STOP, DROP and ROLL.**
- Fire doors, such as those leading to stairwells, prevent fire and smoke from spreading. Fire doors should be closed at all times. Be sure that fire doors are closed upon exit.
- **DO NOT RETURN FOR VALUABLES!**
- Once outside, move to a clear area at least 1500 feet away from the affected building. Keep streets, fire hydrants, and walkways clear for emergency vehicles.
- Do not return to the affected area or evacuated building unless instructed to do so by the fire department. Stay clear of the emergency area.

### ***SHOULD YOU BECOME TRAPPED IN A BUILDING DURING A FIRE***

- If a window is available, place an article of clothing (shirt, coat, towel, etc.), preferably white in color, outside the window as a marker for rescue crews.
- Use towels, sheets, or clothing to seal around doorways. If possible, wet the items before sealing the area.
- If a window is not available, stay near the floor, where the air will be less toxic.
- Tie a wet cloth over nose and mouth to aid breathing.
- Call 911 to advise them of your location. Shout at intervals to alert emergency crews of your location. **DO NOT PANIC.**

### ***ADDITIONAL NOTE***

Due to the fire hazards, hoverboards are prohibited on the SGSC Campus.

## IMPORTANT NUMBERS

### **DOUGLAS CAMPUS**

SGSC Police Department	
Emergency .....	911
Non-emergency .....	912.384.7675
Office .....	912.260.4401
Douglas Police Department (Off Campus Incidents)	
Emergency .....	911
Nonemergency.....	912.384.2222
Douglas Fire Department	
Emergency .....	911
Nonemergency.....	912.384.4815
Coffee County Sheriff's Department (Off Campus Incidents)	
Emergency .....	911
Nonemergency.....	912.384.4227
Coffee Regional Medical Center .....	912.384.1900
CRMC Walk-In Center .....	912.383.6966
Coffee County Health Department.....	912.389.4450
SGSC Counseling Services Telecounseling Services 24/7 through StayWell@SGSC – (833) 855-0079	
SGSC Facilities .....	912.260.4383
SGSC Title IX Coordinator .....	912.260.4259

### **WAYCROSS CAMPUS**

SGSC Police Department (During Business Hours)	
Emergency .....	911
Non-Emergency .....	912.287.2921
Office.....	912.449.7506
After Hours Security.....	912.501.4021
Waycross Police Department (Off Campus Incidents)	
Emergency .....	911
Nonemergency.....	912.287.4335
Waycross Fire Department	
Emergency .....	911
Nonemergency.....	912.287.2937
Ware County Sheriff's Department .....	912.287.4326
Memorial Satilla Health Systems.....	912.283.3030
Ware County Health Department.....	855.473.4374
SGSC Counseling Services Telecounseling Services 24/7 through StayWell@SGSC – (833) 855-0079	
SGSC Facilities .....	912.449.7531
SGSC Title IX Coordinator .....	912.260.4259
Ga. Poison Control .....	800.222.1222
Life Line .....	800.548.4221



# Douglas Campus



# Waycross Campus

