

ALBANY STATE UNIVERSITY

2015

Annual Security and Safety Report



ALBANY STATE
UNIVERSITY

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Dr. Arthur N. Dunning, President

Albany State University

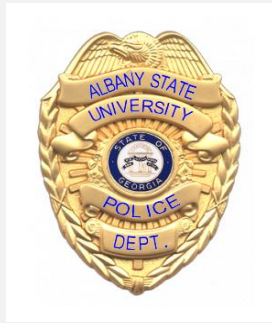
Greetings: One of the many ways in which we work to ensure students are able to achieve their dreams is by implementing and maintaining systems that support a safe campus environment.

I'm extremely proud of the proactive measures continuously taken by our campus police in support of the overall academic achievement and development of our students.

Through partnerships with fellow local and state police agencies, the use of high tech surveillance, and ongoing crisis management training we fortify the institution's commitment to public safety.

As result of these measures we are respected and known for having one the safest campuses within the University System of Georgia (USG).

Dr. Art Dunning



John Fields, Jr.

Chief of Police

Albany State University Police Department

Greetings from the Chief of Police:

On behalf of the members of the Albany State University Police Department, I want to thank you for your interest in our Annual Security and Fire Safety Report. We are required to publish this report which contains valuable information for our campus community. We also publish the report to comply with important provisions of the Clery ACT.

The Albany State University Police Department is committed to maintain the highest standards of professional ethics and integrity with a spirit of excellence. We are committed to the philosophy of the entire campus community involvement in crime prevention methods. We build partnerships and coalitions with faculty, staff, and students to identify and recommend solutions to problems with the goal of improving the quality of life on promising innovative approaches to better protect our faculty, staff, students, and visitors. The University will provide the Annual Safety Report every year on October 1st.

This report will be published to comply with the important provisions of Clery Act. Campus safety and security and compliance with the Clery Act should be part of everyone's responsibility at Albany State University. We strongly encourage you to review the information published. This information will help you to be familiar with victim's rights and other rights provided through the university for victims of crimes.

Lastly, you will find important information about security policies and procedures on our campus, crime data, and crime prevention information. We join President Dunning in the commitment to foster a secure and supportive environment at Albany State University. Campus safety is a collaborative effort at Albany State University. We partner with the many Departments at the University that have a critical role in fostering campus safety, including the Division of Student Affairs and other University Offices.

Annual Safety Security Report

Reporting Crimes and Other Emergencies

We encourage the University to report all crimes that occur on the campus of Albany State University along with all suspicious activities should be reported at once to The ASU Police Department. This can be done via the telephone or in person. The ASU Police Department is fully operational 24 hours a day. If crimes are never reported, little can be done to help other members of the community from also being victims. We encourage the ASU Campus Community to report crimes promptly and to participate in and support crime prevention efforts. The campus community will be much safer when all the community members participate in safety and security initiatives. If you are the victim of a crime or want to report a crime you are aware of, but do not want to pursue action within the University or criminal justice system, we ask that you consider filing a voluntary, confidential report. The Albany State University Police emergency and non-emergency number is (229)430-4711). We are located in the Central Plant location on Joseph Holley Drive across from the Billy C. Black Building.

Depending upon the circumstances of the crime you are reporting, you may be able to file a report while maintaining your confidentiality. The purpose of a confidential report is to comply with your wish to keep your personal identification confidential. The confidential reports allow the University to compile accurate records on the number and types of incidents occurring on campus.

Voluntary and Confidential Reporting

If crimes are never reported, little can be done to help other members of the community from also being victims. We encourage the University community members to report crimes promptly and to participate in and support crime prevention efforts. If you are the victim of a crime or want to report a crime you are aware of, but do not want to pursue action within the university or criminal justice system, we ask that you consider filing a voluntary or confidential report while maintaining your confidentiality.

The confidential reports allow the University to compile accurate records on the number and types of incidents occurring on campus. Reports filed in this manner are counted and disclosed in the Annual Security and Fire Safety Report.

The purpose of a confidential report is to comply with your wish to keep your personally identifying information confidential, while taking steps to ensure your safety and the safety of others.

Anonymous Reporting

If you are interested in reporting a crime anonymously, you can utilize the Albany State University's Police crime reporting line. Our Crime Rammers Anonymous line is (229) 430-7963. We can ensure you that your information will remain confidential within the ASU police investigation unit.

By policy, we don't attempt to trace the origin of the person who submits this form, unless such is deemed necessary for public safety. Person may also report crime through the Albany/Dougherty Crime Stoppers at (229) 436-TIPS (8477).

Reporting to Albany State University Police

When encourage all members of the University community to report all crimes and other emergencies to the Albany State University Police in a timely manner. Our police department has a Command Center housed with a 24/7 dispatcher for information purposes and emergencies. The number to the ASU Command Center is (229) 430-4711. During regular business days and hours you can also contact the ASU police at (229) 430-4712 or (229) 430-2728. Though there are many resources available, University Police should be notified of any crime, whether or not an investigation continues, to assure the University can assess any all security concerns and inform the community if there is a significant threat to the University community.

When reporting crimes or suspicious activities to ASU Police, be sure to give the following information:

1. Nature of the incident
2. Persons involved in the incident
3. The number from where you are calling
4. Your name and address for the police record
5. Any noticeable injury
6. Any noticeable weapon (s)
7. Any information you feel is necessary or important

If you are interested in reporting a crime anonymously, you can utilize the Albany State University's Crime reporting at (229) 430-7963. By policy, we don't attempt to trace the origin of the person who submits this form, unless such is deemed necessary for public safety.

Should an assault or a sexual assault take place, it should be reported to ASU Police immediately. If an assault occurs, please do not disturb the scene by clearing or removing any evidence, which could be used to pursue the case. Notify ASU Police as soon as possible. The ASU Police Department in conjunction with the office of Student Affairs will arrange counseling and other treatment. Also, any changes in your living situation or academic situation will be made accordingly.

Emergency Phones

Albany State University has 32 emergency phones installed throughout the campus. The phones are located around the academic buildings, public buildings and residence halls on campus. The phones are connected to the Albany State University Police Dispatch Command Center.

Safety Programs:

Albany State University Police, Student Affairs, Housing and Residential Life and other organization on campus which are affiliated with faculty and staff shall present the following safety programs on a regular basis as well as provide these programs upon the request from any campus department or organization:

The safety programs are:

- Drugs / Alcohol abuse and prevention
- Sexual Assault Prevention
- Campus Watch
- Crime Prevention
- Theft Prevention
- Civil Liability for Student Organizations
- Domestic Violence Prevention
- RAD (Self Defense for Women and Men)

In our efforts to promote safety awareness, The University Police maintain a strong working relationship with the community. This relationship includes offering a variety of safety and security programs. To request a safety program presentation, simply submit to the director or coordinator of any programming unit on campus, a written request at least five (5) working days in advance and the Director/Coordinator or his/her designee will advise you on the availability of an internal or external instruction.

Safety tips for students:

You should immediately report any crime, suspected crime, or suspicious circumstances/person to ASU Police day or night.

- Never leave your personal property unattended. If leaving your room lock the door. If in any classroom, office or in the library, take your possessions with you.
- When walking on or off campus at night, employ the "Buddy System" and walk with friends. Also, let friends know when and where you are going, how long you are going to be gone and what time you are expected to return. This alerts them if you are overdue and also gives them a reference point to locate you.
- Park your vehicle in a lighted parking area. Always lock your vehicle. Do not forget to take the keys out of the ignition. Do not leave CD's, tapes or other valuables in plain sight. Lock them in the trunk or take them with you.
- Properly lock and secure your bicycle to a bike rack. Use a strong chain and lock.

Reporting to Other Campus Security Authorities

While the university prefers that community members promptly report all crimes and other emergencies directly to the University Police at (229)430-4711 or 911, we also recognize that some may prefer to report to other individuals or University offices. The Clery Act recognizes certain University officials and offices as “Campus Security Authorities (CSA).” The Act defines these individuals as “official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.” While the University has identified several hundred CSAs, we officially designate the following offices as places where campus community members should report crimes:

Official	Campus Address	Phone Number
University Police ASU Police Dept.	Central Plant 504 College Drive Albany, GA	(229)430-4711 and (229)430-4712
Vice President for Student Affairs and Success	504 College Drive Albany, GA Student Center Red Zone 2 nd Floor	(229)903-3607 and (229)903-3604
Director for Human Resources	3 rd Floor Office 382 504 College Drive Billy C. Black Building	(229) 430-4622
Student Activities and Office of Student Ethics and Integrity	Student Center Red Zone 2 nd Floor	(229)903-3601 and (229) 903-7030
Office of General Counsel	3 rd Floor Office 383 504 College Drive Billy C. Black Building	(229)430-0577 and (229)430-2799
The Office of Residence Life, including RAs, GAs and RLCs	504 College Drive Hall 3 1 st Floor	(229)430-1875 and (229)430-4741

Pastoral and Professional Counselors

According to the Clery Act, pastoral and professional counselors who are appropriately credentialed and hired by Albany State University to serve in a counseling role are not considered Campus Security Authorities when they are acting in the counseling role. As a matter of policy, the University encourages pastoral and professional counselors to notify those when they are counseling of the voluntary, confidential reporting options available to them.

It's up to the ASU Campus Community to Keep Us All Safe

Albany State University takes great pride in the community and offers students, faculty and staff many advantages. Our beautiful campus is a great place to live, learn, work and study. However, this does not mean that the campus community is immune from all of the other unfortunate circumstances that arise in other communities. With that in mind, Albany State University has taken progressive measures to create and maintain a reasonably safety environment on campus.

Though the University is progressive with its policies, programs, and education, 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.

Preparation of the Annual Security Report and Disclosure of Crime Statistics

The Albany State University Police Department prepares this report to comply with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act using information maintained by the University Police, information provided by other University offices such as Student Affairs and Success, Residence Life, and other Campus Security Authorities and information provided by local law enforcement agencies surrounding the main campus. Each of these offices provides updated policy information and crime data.

This report provides statistics for the previous three years concerning reported crimes that occurred on campus, in certain buildings or property owned, leased or controlled by Albany State University. This report also includes institutional policies concerning campus security, such as policies regarding assault, alcohol and other drugs.

The University distributes a notice of the availability of this Annual Security and Fire Safety Report by October 1st of each year to every member of the University community. Anyone, including prospective students and employees, may obtain a paper copy of this report by contacting the University Police at (229) 430-4711.

About the Albany State University Police Department

Albany State University Police Campus Authority and Jurisdiction

Authority and Jurisdiction:

The powers of authority for The ASU Police Department are assigned from the Georgia Code annotated, section: **Georgia O.C.G.A. 20-3-72**- The authority of ASU Police and other security personnel to make

arrests on and within 500 yards of any property owned, controlled by the Board of Regents within the State of Georgia. (Acts 1968.p.370; 1974, p.611)

Facts about Albany State University Police:

The department is comprised of

- 20 Police Officers
- 9 Security Officers
- 4 Dispatchers
- Parking Services Coordinator
- Office Manager
- 1 part-time Security Officer
- Work Study and Student Assistants

The police staff has specialized training such as radar, active shooter, drug testers, post instructors, FEMA training, GEMA training, NIMS certification, CIT certifications and Crime prevention, etc.

We are associated with several professional associations; the American Jail Association, Georgia Sheriff's Association, Albany/Dougherty Crime Stoppers, HBCU Chief's Association, Police Executive Research Firm, International Chief's Association and Georgia Chief's Association.

Officers Training:

The officers of The ASU Police Department come to the department with varied backgrounds, not only in law enforcement, but military experience as well. The majority of the departmental personnel are college graduates holding academic degrees in areas of Management, Criminal Justice, Sociology, and Education. Several are currently enrolled at ASU.

All members of The ASU Police Department attend specialized training beyond the state-mandated 20 hour requirements for their continued certification. These areas of training include but are not limited to: campus law enforcement training, community oriented policing, criminal investigation, crime prevention, bicycle patrol, first aid and C.P.R, cultural diversity and emergency management training. The department standards are 80 plus hours. Training varies with between in house and other training sources.

Albany State University Police Officers are commissioned under the scope of Georgia Law and Georgia Post/Peace Officer Training, and have the same authority as municipal police officers in the Georgia, being authorized to carry firearms and empowered to make arrests. All criminal incidents are investigated by the Albany State University Police on ASU CAMPUS. All crimes that occur on campus or University property shall be reported to ASU PD.

Albany State University Mission Statement: "The Albany State University Police Department will maintain the highest standards of professional ethics and integrity with a spirit of excellence. We are committed to the philosophy of the entire campus community involvement in policing. We will build

partnerships and coalitions with staff, faculty and students to identify and recommend solutions to the problems with the goal of improving the quality of life on campus.

Working Relationship with Local, State, and Federal Law Enforcement Agencies

The Albany State University Police maintains a cooperative relationship with the State Police, Local Police, and surrounding police agencies. This includes NIMS guidelines, to include intraoperative radio. The ASU Police Department works closely with its sister agencies, the Georgia Bureau of Investigations (G.B.I.) and the Georgia State Patrol (G.S.P.).

The department also works closely with local law enforcement and federal agencies: the City of Albany Police Department, The Dougherty County Sheriff's Department, District Attorney's office, Federal Bureau of Investigations (FBI) and United States Secret Service, and other State College/University Law Enforcement Agencies.

The organizations' websites can provide you with more information regarding resources for training and up to date changes in Georgia Law Enforcement that help to keep our department on the cutting edge. Feel free to visit these sites and gain more information about what we do. As always, we welcome questions, concerns, comments and compliments.

Albany State University has (MOU's) Mutual Aids of Understanding with local law enforcement agencies that are in place for crisis and or the need for additional assistance. Such agencies include Albany Police Department, Dougherty County Sheriff's Office, Dougherty County Police Department, and Dougherty County School System Police Department.

Crimes Involving Student Organizations at Off Campus Events/Locations

Albany State University relies on its close working relationships with local law enforcement agencies to receive information about incidents involving ASU students and recognized student organizations, on and off campus. In coordination with local law enforcement agencies, the Albany State University Police will actively investigate certain crimes occurring on or near campus. If the ASU PD learns more of the criminal activity involving students or student organizations, it will coordinate with appropriate external law enforcement agencies to forward information about the situation to the Office of Student Ethics and Integrity.

Albany State University requires all recognized student organizations to abide by federal, state, and local laws, and University regulations. The University may become involved in the off-campus conduct of recognized student organizations when such conduct is determined to affect a *Substantial University Interest* as defined in Student Code of Conduct policy:

<http://www.asurams.edu/wp-content/uploads/2016/02/Code-of-conduct-4.pdf>

Timely Warning Reports- Crime Alerts

In an effort to provide timely notice to the campus community in the event of a Clery Act Crime that may pose a serious or ongoing threat to members of the community, the Albany State University Police Department issues "Crime Alerts." The University Police will generally issue Crime Alerts for the following Clery crimes: arson; aggravated assault; criminal homicide; robbery; burglary; sex assaults; and

hate crimes. ASU PD will post these warnings through mass notifications, including but not limited to posters, e-mails, and media. The University also has the ability to send text message alerts to those who register their cell phone numbers in our mass notification system, Connect5.

The purpose of these *CRIME Alerts* is to notify the campus community of the incident and to provide information that enable community members to protect themselves from similar incidents. The University will issue Crime Alerts whenever the following criteria are met: 1) a crime is committed; 2) the perpetrator has not been apprehended; and 3) there is a substantial risk to the physical safety of other members of the campus community because of this crime. Such crimes include, but are not limited to: 1) Clery Act crimes that are reported to any campus security authority or the local police; or 2) the University determines that the incident represents an on-going threat to the campus community.

Additionally, the University may, in some circumstances, issue Crime Alerts when is pattern of crimes against persons or property. At Albany State University, the Chief of Police or the Emergency Management Coordinator will generally make the determination, in consultation the ASU Dispatchers, if a Crime Alert is required. However, in emergency situations, any police supervisor may authorize a Crime Alert. For incidents involving off-campus crimes, the University may issue a Crime Alert if the crime occurred in a location used and frequented by the University population.

Albany State University Emergency Disaster and Operations Plan

Emergency Management at Albany State University

The Office of Emergency Management is responsible for the Comprehensive Emergency Management Plan. This plan is designed to be all-hazards disaster response and emergency management plan that complies with FEMA guidelines for Higher Education that includes planning, mitigation, response, and recovery actions.

The Albany State University Emergency Operation Plan includes information regarding shelter-in-place and evacuation guidelines, in compliance with the Board of Regents goals for each university.

Albany State University emphasizes education of students, faculty, staff and visitors to minimize hazards and behaviors that can lead to physical and mental injuries, loss of life, and other impurities in the event of a crisis or natural disaster. Albany State University has developed a plan designed to prepare for, respond to, mitigate and to recover from crisis that affect the University community.

The emergency disaster plan provides guidelines for Albany State University administrators to maintain order and integrity in the face of serious disorders and disruptions on campus. The plan also identifies hazards most significant to the University. It identifies the emergency team responsible for implementing the plan and outlines ASU Polices ad procedures for dealing with emergencies, It provides guidance on proper response and communication involving disasters, and delineates post recovery actions. A communication plan is included for pre-emptive and reactive crisis management policies.

The plan is only a guide necessary to cope or neither deal with crisis situation not to be used as a means to predict a begging nor ending for a crisis event. The University's objective is to respond to and control

any situation that occurs on campus which may threaten the safety of the Albany State University community.

This plan will provide an appropriate timely response, with a timely recovery guideline, through the termination phase from the crisis at hand which may affect the Albany State University community. Albany State University policy and procedures are expected to be followed by all University administrators whose responsibilities and authority cover the operational procedures found in this plan. Campus emergency operations will be conducted within the frame work of Albany State University guidelines.

All requests for procedural changes, suggestions or recommendation will be submitted in writing to the Albany State University Police who is one of the co-chairs for the safety committee.

In this plan, campus emergency operations will be conducted within the frame work of Albany State University guidelines.

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Emergency drills are planned for the academic year that includes participation from faculty, staff and students. Local emergency responders will be included in some small scale drills and on a larger scale with a larger scale. The emergency plan is updated on a yearly basis to ensure any changes and updates are made. Trainings are conducted by ASU Police Department hosted forums, through information blasts sent out to the campus community that include tips specific to emergency incidents, by training videos constructed and facilitated by the ASU Police Department, and also hard copy information pamphlets that can be retrieved from the Police Department.

The plan can be accessed through the following link: [Albany State University EOP 2015](#)

Emergency Notification

Albany State University is committed to ensuring the campus community receives timely, accurate, and useful information in to ensuring the campus receives timely, accurate, and useful information in the event of a significant emergency or dangerous situation on or in the local area that poses an immediate threat to the health and safety of campus community members. Albany uses the emergency notification which sends out voice phone messages, emails and texts to the campus community.

Family members of the students are encouraged to take part in the opportunity to connect to the system as well. The Black Board Connect 5 Emergency Notification System is an emergency notification service available to students, staff, and anyone in the University community who wants to subscribe. Connect 5 can be used to send emergency messages within minutes of the occurrence of the incident. Alerts sent by Connect 5 are simulcast to the University community via website and social media.

Albany State University performs monthly test through a select group. A wide range test is incorporated with the year emergency drill.

The Albany and Dougherty county area can obtain emergency information from the Albany State University webpage, as well as through local news media sources.

Procedures Used to Notify the Campus Community

In the event of a situation that poses an immediate threat to members of the campus community, the University has various systems in place for communicating information quickly. Some or all these methods of communication may be activated in the event of emergency notification to all or a segment of campus community. These methods of communication include the mass notification system Black Board Connect 5, the University email system, verbal announcements within a building and public address system on police cars. The University will post updates during a critical incident on the homepage. If the situation warrants, the university may activate portions of its Emergency Operations Center.

Initiating the Emergency Notification System in the event of a Dangerous Situation

The Police Department and other campus first responders may become aware of a critical incident or other emergency situation that potentially affects the health and safety of the campus community. Generally, campus first responders become aware of these situations when they are reported to the ASU Police Dispatcher.

Once first responders confirm that there is, in fact, an emergency or dangerous situation that poses an immediate threat to health or safety of some or all members of the campus community, first responders will notify supervisors in the Police Department or other authorized University offices to issue an emergency notification.

The University's authorized representatives will immediately initiate all or some portions of the University's emergency notification system. If, in the professional judgment of the first responders, issuing a notification potentially compromises efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency, the University may elect to delay issuing an emergency notifications. As soon as the condition that may compromise efforts is no longer present, the University will issue the emergency notification to the campus community.

Notification Segments

Albany State and or local first responders on the scene of a critical incident or dangerous situation will assist those preparing the emergency notification with determining what segment or segments of the University community should receive the notification. Generally, campus community members in the area of the dangerous situation will receive the emergency notification first. The University may issue subsequent notifications to a wider group of community members.

In addition to the emergency notification that may be issued via the University mass notification system, the University will also post applicable messages about the dangerous conditions on the University homepage to ensure the rest of the campus is aware of the situation and the steps they should take to maintain personal and campus safety. If the emergency affects a significant portion of the entire campus, University officials will distribute the notification to the entire campus community.

Notifications Contents

The officer responsible for issuing the emergency notification (the Albany State University Police Department Dispatcher or Designee) will, in concert with the University and local first responders, determine the contents of the notification. The University has developed a wide range of template messages addressing several different emergency situations. The individual authorizing the alert will select the template message most appropriate to the on-going situation and modify it to address the specifics of the present incident. In those cases where there are no pre-determined template messages in the system, the individual authorizing the alert will develop the most succinct message to convey the appropriate information to the community. The goal is to ensure individuals are aware of the situation and that they know the steps to take to safeguard their personal and community safety.

Black Board Connect 5 Emergency Notification System

Albany State University uses collective means to notify the campus community of a crisis, emergency or potential threat to human life. One of those systems is the Black Board Connect Ed System. Faculty, staff, students and family members are highly encouraged to get connected so they will be made aware of any potential threatening situation. It is Albany State University directive that all students, faculty and staff are put in the Black Board system upon joining the university. Students, faculty, and staff will need to opt out of the system at their own request.

Procedure: Currently the system is managed by the Albany State University Police Department. The Communications Officer will send an approved message to the campus community in the event of a crisis. The Chief of Police and Police Major are secondary senders.

STEPS TO UPDATE YOUR PORTAL ACCOUNT

ASU Connect 5 Emergency Notification System

- Enter the email address that you initially used when you first created the portal account.
- Update your information by clicking on the appropriate link.
- Always remember to click save after making any changes.
- You may gain access to the portal from any device that has internet capabilities and make the changes. The portal must always be utilized to make changes to your Campus Alert System information.
- For more information or assistance, please contact Albany State University Information Technology Services Help Desk at (229) 430-4909.
- If you have already created a portal account, login to the portal using either your employee ID (for faculty and staff) or RAM ID (for students).

REGISTER VIA THE ASU PORTAL TO RECEIVE ALL ASU CONNECT 5 EMERGENCY ALERTS

Make sure you are registered via the ASU portal to receive all ASU Connect5 Emergency Alerts. You can register up to ten phone numbers. The system can expand the messages to reach recipients through voice phone calls, text messages, email, Facebook and twitter.

Steps to Ensure Notification

- Update your information via the ASU portal often to include current information to receive Connect 5 ASU Emergency Alerts.
- If your contact information has changed since your enrollment or hire date, please log in to the Campus Alert System Portal using the link below and either sign up (if you don't already have an account) or log in.
- The Connect5 system utilizes severe warning sounds that chime and has voice notification options.
- Be familiar with the emergency evacuation route for each building on the ASU campus.

The University and or local first responders under the NIMS guideline will make a determination on the scene of a critical incident or dangerous situation for notifying the University community. The ASU PD has developed a wide range of template messages. The Albany State University Police is responsible for sending out the emergency alerts. The ASU PD Dispatchers have the authority from the Chief of Police to execute an emergency notification when needed. The ASU EMS Coordinator and the Chief of Police are secondary senders. The university also has emergency sirens that can be activated either by the dispatchers or the supervisor on duty.

Access to Campus Facilities:

At Albany State University, administrative buildings generally are open from 8:00 a.m. until 5:00 p.m. The campus buildings may have additional hours pending approval for building usage from the building coordinators. Access to individual classrooms and laboratories is limited to those enrolled in the courses meetings there.

Many cultural and athletic events held in the University Facilities are open to the public. Other facilities such as the bookstore, occasionally the library and the student center are mostly open to the public.

Consideration for Residence Hall Access:

All residence halls operate under a computerized Access Control and Security Monitoring System. Identification cards are coded so that only students who are residents in a particular hall are authorized electronic access entry to that hall; the system denies entry to all unauthorized persons. The side doors have alarms that can be activated if the door is left open an extended amount of time. When a door is malfunctioning, personnel summoned for immediate repair.

Only residents and their invited guests are permitted in living areas of the residence halls. It is resident's responsibility to ensure that his/her guest is aware of the University and residence hall policies. Guests are not provided with room keys or access cards. Guests of the opposite sex must be escorted by a resident of the building at all times. It is the responsibility of residents and staff members to challenge or report individuals who cannot be identified as residents or guests of residents.

The Albany State University Police increases officer presence in the residence halls after 10pm. Student workers (RAS) are assigned to help monitor their residence halls. There may be staggered holiday

schedules put in place during the holidays to continue to monitor the buildings. The access doors will continue to be locked.

Security Considerations for the Maintenance of Campus Facilities

Albany State University is committed to campus safety and security. At Albany State University, locks, landscaping and outdoor lighting are designed for safety and security. Sidewalks are designed to provide well-traveled, lighted routes from parking areas to buildings and from building to building. Sidewalks and building entrances are illuminated to provide well-traveled, lighted routes from parking areas to buildings. Maps showing the best lit and most traveled routes across campus are available by contacting University Police:

<http://www.asurams.edu/about-asu/fiscal-affairs/campus-police/about-campus-police/crime-statistics/>

Environment Health & Safety, in conjunction with representatives from the Albany State University Police, conducts surveys of University property twice each year to evaluate campus lighting. At the University, there are adequate walkways, parking lot and roadway lights that provide illumination on campus. We encourage community members to promptly report any security concerns, including concerns about locking mechanism, lighting, or landscaping to the University Police.

Campus Security Polices, Crime Prevention and Safety Awareness Programs

In addition to the many programs offered by the University Police and other University offices, the University has established a number of policies and procedures related to ensuring a reasonably safe campus community. These policies include:

RAM ROC (Risk Observation Council)

Albany State University extended its efforts on emergency preparedness and prevention with establishing the RAM ROC team. The objective of the team is to put in place a structured process for evaluating potentially threatening situations that occur at Albany State University. The team is made up of the Faculty and staff to include legal counseling, Chief of Police, VP of Student Affairs and Success. In order to extend our efforts on emergency preparedness and prevention, Albany State University has established a Behavior Threat Management Team. The objective of the Behavior Threat Management Team (RAM ROC) is to put in place a structured process for evaluating potentially threatening situations that occur at the University. The multidisciplinary team is comprised of members from around the University community.

Weapon Policy

Possession or Use of Firearm or Lethal Weapons:

The University prohibits the possession or use of privately owned firearms or lethal weapons on campus, including those in vehicles. The possession, carrying and use of weapons, ammunition, or explosives is prohibited on University owned or controlled property. The only exception to this policy is for authorized law enforcement officers or others, specifically authorized by the University.

ASU Police will initiate the appropriate criminal action against any person found in violation of this state felony law. (Georgia code 16-11-127.1)

Crime Prevention and Safety Awareness Programs

By definition, an **“Awareness Program”** involves training strategies and tactics for educating the campus community and making them aware of security concepts. In an effort to promote safety awareness, the University Police maintains a strong working relationship with the campus community. The relationship includes offering a variety of safety and security programs, services and crime prevention programming. Specific programming is conducted each semester or on an as needed basis when requested. If you or your organization would like to request a specific program, please contact the Albany State University Police Training Division.

Programs Conducted by the University on a Semester Basis or as Requested

1. Hazing Awareness- Albany State University Police Department
2. Sexual Assault- Albany State University Police Department
3. Drugs / Alcohol abuse and prevention- Albany State University Police Department
4. Sexual Assault Prevention- Albany State University Police Department
5. Campus Watch- Albany State University Police Department
6. Crime Prevention- Albany State University Police Department
7. Theft Prevention-Albany State University Police Department
8. Civil Liability for Student Organizations- The Office of Student Ethics and Integrity
9. Domestic Violence Prevention-Albany State University Police Department
10. RAD (Self Defense for Women and Men)- Albany State University Police Department

The Office of Student Ethics and Integrity

The mission of the Office of Student Ethics and Integrity is to promote a safe, orderly, and civil University community and to encourage and inspire students to become good citizens by engaging in personal responsibility, ethical decision making, and demonstrating respect for the rights and safety of others.

The Student Code of Conduct

The Office of Student Ethics and Integrity is responsible for administering the Code of Conduct for Students, which articulates the behavior standards and the equitable procedures employed by the University to respond to allegations of student misconduct.

The Code of Conduct for Students is administered at all properties owned by Albany State University, and may address off campus student misconduct when a student’s behavior affects a Substantial University Interest.

Students who are found responsible for violations may be subject to sanctions ranging from Disciplinary Warning, Disciplinary Probation, up to Suspension or Expulsion from the University. Students residing in University housing may also lose the privilege of living on campus for violating University rules and regulations or conditions of the housing contract.

This office is also governed by the Zero Tolerance Policy.

Zero Tolerance Policy:

A Zero Tolerance Policy is one which requires a severe penalty to be imposed which is unbending in its imposition, and often does not give allowance for extenuating circumstances. It is, as it states, completely intolerant of the behavior for which it requires consequences, no matter what. As part of “Zero Tolerance Policy”, Albany State University will take disciplinary action for any and every alcohol, drug, weapon, sexual misconduct, hazing, gang related activity, tampering or destruction of safety devices and property damages in excess of \$500.00 violation.

Formal hearing cases are done:

Depending on the type of case, the following boards may conduct a hearing:

- a. **University Disciplinary Committee (UDC):** Charged with hearing alleged violations of the Student Code of Conduct referred by the Office of the Vice President of Student Affairs.
- b. **Academic Review Committee (ARC):** Charged with hearing alleged violations of the Academic Integrity Value, including but not limited to plagiarism, cheating, misrepresentation and/or fabrication of one’s work and all other forms of academic dishonesty shall be referred to the ARC by the Vice President of Academic Affairs or Vice President of Student Affairs (if deemed appropriate).
- c. **Housing Review Board (HRB):** Charged with hearing alleged violations of Residence Hall policies, rules and regulations, by residents and/or their guests.
- d. **Interim Suspension Committee (ISC):** The interim Suspension Committee (ISC) hears all interim suspension cases at the student’s request and may affirm the original decision and temporary exclusion until a full disciplinary proceeding has concluded or the panel may recommend that the interim suspension be lifted. The VPSA or his/her designee will consider the recommendation of the panel, but is not bound by the recommendation. *(See Student Code of Conduct for full description of University Hearing Boards).*

In most cases the Office of Student Ethics and Integrity will also assign development and educational interventions designed to promote greater awareness and improved decision-making for students and to further deter future misconduct.

In instances where there is reasonable cause to believe a student is an immediate threat to the safety of himself/herself or other persons or property or is an immediate threat to disrupt essential campus operations, the Office of Student Ethics and Integrity may assign an Interim Suspension and/or other actions, designed to protect the health and safety of the community and members therein.

The Office of Student Ethics and Integrity along with Student Activities provides outreach programming designed to inform and educate students and to promote Albany State University principles. Please visit the Offices on the following link: <http://www.asurams.edu/wp-content/uploads/2014/03/Code-of-conduct.pdf> where you may find the Student Code of Conduct, Parental Notification Policy, Student Records Policy and links to all policy and procedural guidelines related to the Student Conduct process.

Parental Notification policy

Albany State University reserves the right to report student discipline information to the parents or legal guardians of students.

Federal legislation authorizes Albany State University to disclose disciplinary records concerning violations of the University's rules and regulations governing the use or possession of alcohol or controlled substances that involve students who are under the age of 21 regardless of whether the student is a dependent.

The University may also report non-alcohol or drug related incidents to parents or legal guardians of dependent students under circumstances described in the Student Guide to General University Policy and Rules.

Albany State University's Response to Sexual and Gender Violence

Personal Safety

Theft, disorderly conduct, and alcohol related offense are very common on university campuses. However, they don't stand-alone. Despite law enforcement's efforts, serious crimes on campus do occur on campuses. It is important to report any suspicious incidents to police and always remain alert and vigilant.

One of the more serious crimes that too often are unreported is Sexual Assault. It is important to know what these crimes are, because in many cases, victims do not realize they have been victimized. Additionally, crimes of that nature are very difficult for victims to report for a number of very complex reasons. You should be more alert and aware if you are faced with crimes of this nature.

It's important to know your surroundings

---- **Be alert always**

---- **Call for Help- Scream loud as you can**

---- **Report any suspicious people and or activity, immediately to the police.**

In the state of Georgia 16-6-1

RAPE is defined 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.
- 3.

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.

Carnal knowledge in rape occurs when there is any penetration of the female sex organ by the male sex organ.

In the state of Georgia Sexual Assault is defined as;

Anytime a person makes intentional contact with the intimate parts (buttocks, groin, breasts, genital area, and inner thighs) of another person for sexual gratification.

1. "Actor" means a person accused of sexual assault.
2. "Intimate parts" means the genital area, groin, inner thighs, buttocks, or breasts of a person.
3. "Psychotherapy" means the professional treatment or counseling of a mental or emotional illness, symptom, or condition.
4. "Sexual contact" means any contact between the actor and a person not married to the actor involving the intimate parts of either person for purpose of sexual gratification of the actor.

Our Commitment to Addressing Sexual Assault/Rape

The University does not tolerate sexual misconduct or abuse, such as sexual assault, rape or any other forms of nonconsensual sexual activity. Sexual misconduct in any form violates the Student Code of Conduct, University policies, and may violate Federal and State Laws. Violations of this policy are subject to disciplinary sanctions through the Office of Student Ethics and Integrity and /or those outlined in applicable University policies.

- Sexual Assault Exams are paid for through fund allocated by the State of Georgia. The University will furnish or take of medication that it has in stock.
- A Victim Resource Officer/Counselor is available to all victims of crimes. The VRO will provide support and guidance to victims and enable them to receive advocacy, information, and assistance both judicially and academically.
- The University Police are active participants in the Sexual Assault Response Team (SART). This is to ensure victims are provided the appropriate care in a timely fashion and with only well trained professionals.
- On campus counseling services are available to students through Counseling and Psychological Services.

University Procedures for Responding to Reports of Sexual Assault

If you or someone you know is the victim of sexual assault, the victim has several rights, including:

- The right to report the incident to the University Police or local authorities. The University will assist victims in notifying either the University or local police. Filing a police report does not mean the victim must pursue criminal charges. The victim maintains his or her rights throughout the process.

In additional campus services listed below, there are also several community service organizations that can provide counseling, mental health, and other related services to sexual assault victims. The Victim

Assistance with the Albany/Dougherty District Attorney assists with connecting victims to these services. Please note some additional office campus services:

- Victim Assistance (229)438-3985
- Lily Pad (229)435-0074
- Aspire Mental Health Clinic (229)430-4140

If a victim of a sexual assault or relationship violence incident request a change in her or his living arrangements or academic schedule, the Office of Student Affairs and Success at the University, will assist the individual with making these changes, as long as they are reasonably available.

University Disciplinary Procedures in Sexual Assault Incidents

If you have been sexually assaulted, you have options for addressing such conduct. You may shift first to discuss the problem privately with a counselor or an adviser in the Counseling Center. The University Police are always available to assist a victim with getting the support she/he requests.

The University's student conduct process is designed to afford a complainant (the person who is bringing a charge) and a respondent (the person who is answering a charge) a fair, prompt, and appropriate resolution process. The process is designed to help persons who need support as they address these incidents.

The Office of Student Ethics and Integrity manages the resolution proceeding in which a student is the alleged perpetrator. The full text of the protocol for how the University responds to sexual assault complaints through the campus conduct process can be found at <http://www.asurams.edu/wp-content/uploads/2014/03/Code-of-conduct.pdf>.

In determining whether the alleged conduct constitutes sexual harassment or assault, the full context in which the alleged incident occurred must be considered. In any case, both the accuser and the accused are entitled to the same opportunities to have others present during any disciplinary proceeding. Both the accuser and the accused will be informed of the outcome of any proceeding.

During any sexual assault complaint proceeding, the University has a range of sanctions available. Those sanctions may range from probation to expulsion from the University, depending upon the nature and circumstance of the specific incident.

Sexual Assault Prevention Education Programs

Definitions

- By-Stander Intervention- Refers to cases in which individuals witness and offer any means of help to a victim when other people are present. Due to these five characteristics, bystanders go through cognitive and behavioral processes;
 - Notice that something is going on
 - Interpret the situation as being an emergency

- Degree of Responsibility felt
 - Form of Assistance
 - Implement the action choice
- Primary Prevention Programs- Programs that aim to prevent a situation before it ever occurs. This is done by preventing exposures that cause injury, altering unhealthy or unsafe behaviors that can lead to situations and increasing knowledge on resistance to situations. The focus is on the potential perpetrator. Educational program attempt to intervene before an assault takes place.
 - Risk Reduction-Programs that focus on the victim and targeted towards potential victims or bystanders in which they learn strategies and tactics to use “in the moment” should an attack or attempted sexual assault takes place.
 - On-going Prevention- Continuous phases of programming that prevent dating violence, domestic violence, sexual assault, and stalking.”
 - Awareness Campaigns- Campaigns or programs to influences, insight or promote awareness about a particular issue or cause. Campaigns that are often the first step to introduce your audience to a new service, staff member, program or facility.

Albany State University is committed to increasing the awareness of and preventing violence. All incoming students and new employees are provided with programming and strategies intended to prevent rape, acquaintance rape, sexual assault, domestic violence, dating violence, and stalking before it occurs through the changing of social norms and other approaches; that includes a clear statement that Albany State University prohibits such acts, their definition’s, the definition of consent, options for bystander intervention, information about risk reduction, and our policies and procedures for responding to these incidents. Ongoing prevention and awareness campaigns are also offered throughout the year. These programs include:

- New Student Orientation
- Department Collaboration Training
- ASU Police Campus Training
- Human Resource Training
- Title IX Training
- ASU Police Women Self Defense Training

Sex Offender Registry

Any information regarding sex offenders in the Dougherty County area can be found at www.doughertysheriff.com.

Missing Persons Protocol

Megan's Law

Under Megan's Law, members of the general public may request community notification flyers for information concerning sexually violent predators in a particular community by visiting the chief of law enforcement officer in that community. In jurisdiction where the State Police is the primary law enforcement agency, members of the general public may make such requests at the local State Police unit in Albany, GA.

Purpose:

This policy contains the official notification procedures of Albany State University concerning missing students who reside on and off campus, in accordance with the requirements of the Higher Education Opportunity Act HEOA of 2008. The purpose of this policy is to promote the safety and welfare of the campus community through compliance with the HEOA requirements, and should be adhered to by all members of the campus community, faculty, staff and students.

Procedures:

The report of a missing person is a serious matter. If you have reason to believe that person is missing from Albany State University Campus, immediately notify ASU Police. Regardless of whether a person is under aged or emancipated, the same procedures are followed.

All calls regarding missing persons on campus will be dispatched and assigned to an officer for initial investigation.

An individual will be considered missing if a roommate, classmate, faculty/staff member, family member, or other campus person has not seen the person in a reasonable amount of time (24 hours is the norm). A reasonable amount of time may vary with time of day and information available regarding the missing person's family daily schedule, habits, punctuality, and reliability.

In conjunction with the police investigation, the Chief of Police or his designee will contact the person for notification, and hopes to find out additional information about the student that may help in the investigation. Local law enforcement and other resources such as the media will be notified if needed in the efforts to find the missing students. Social Media will be a tool that will be used in the search efforts also.

In accordance with general institutional emergency notification procedures, when a University student is thought to be missing from campus, staff in the University administration should be immediately notified. Specifically, staff in the Student Affairs and Success and the Police department. They will coordinate efforts to locate the student.

The appropriate Student Affairs representative, or other individual learning that a student is missing, will file a formal missing student report with the University police.

It will be made clear to all students annually, that each residential student of the University has the option to designate an individual to be contacted by University administration no later than 24 hours after the time that Albany State University determines the student is missing. Albany State University

provides each student with the means and opportunity to register their confidential Missing Student contact information by logging into the Banner We system and filling out the Address and Contact Information form. This information is only accessible to University employees who are authorized campus officials and this information will not be disclosed to others with the exception to law enforcement personnel in the furtherance of a missing student investigation.

In accordance with Albany State University procedures, it should be noted that Albany State University will inform each residential student that Albany State University will notify the appropriate local law enforcement agency or campus security department, when a student has gone missing, unless the local law enforcement agency was the entity that made the determination that the student was missing, and;

If the campus law enforcement personnel or campus security department has been notified that a student has gone missing, and makes a determination that a student who is the subject of a missing person report has been missing for more than 24 hours, Albany State University staff will initiate emergency contact procedures as outlined in Albany State University's policy and protocol.

Ways to try to find the person:

- Call missing persons phone and send a text message.
- Interview roommates and known friends
- Look at social networking sites such as Facebook for any activity
- Attempt to locate student's vehicle on campus

Individuals will also be considered missing immediately, if their absence has occurred under circumstances that are suspicious or cause concerns for their safety.

How to Report a Missing Person

If you believe a person is missing, you can report either of the campus law enforcement for on campus incidents or local law enforcement:

ASU Police Department (229) 430-4711 or off campus Albany 911 Center (911)

If a student is found to be missing through investigation by ASU PD or local law enforcement, the Vice President for Student Affairs will contact the student's parents or emergency contact person.

Albany State University Polices Governing Alcohol and Other Drugs

Drug Free Campus Policy:

<http://www.asurams.edu/about-asu/fiscal-affairs/human-resources/employee-orientation/>

ASU is committed to support and comply with the drug free schools and communities act amendments of 1989 (public law 10-226, section 22, subpart b) as an institution of higher education. The law under this act now covers both drugs and alcohol, and relates to faculty staff and students. Therefore, the entire ASU campus is under the mandate to comply. ASU aggressively promotes and requires a drug free

campus among its faculty, staff and student body. The unlawful manufacture, distribution, dispensation, possession, or use of illegal drugs or alcohol by ASU employees, students, and visitors is prohibited by institutional policy. Violations of this policy, including felony and or misdemeanor drug or alcohol convictions during the course of employment or as a student enrolled in any academic program at Albany State University, may result in appropriate disciplinary penalties being imposed by the University, up to and including termination of employment or expulsion and referral for prosecution through the appropriate judicial system of Dougherty County.

When found in possession of alcohol, any person under the age of twenty-one (21) years of age commits a misdemeanor, under Georgia Code Section 3-3-23.

Albany State University as required by the DFSCA regulations. The university drug policy are written in the Human Resource employment policy and located in the Student Code of Conduct Policy. The University prohibits the unlawful possession, use manufacture or distribution of alcohol or controlled substances by students, faculty, staff and guests in buildings, facilities, grounds or property controlled by the University or used as part of University activities. For students, this includes prohibiting the possession and consumption of any beverage containing alcohol in a residence hall rooms. This includes those students twenty-one years of age and older. In addition, the smoking of any material is prohibited in all facilities of Albany State University locations.

Albany State University prohibits the possession and use of alcoholic beverages in areas open to the public including areas of building open to the public. However, the use of alcoholic beverages, subject to the laws of Commonwealth may be permitted at University sponsored activities in areas designated by, and with the prior approval of, the President's Office. This includes private, closed and education and research areas.

Areas Open to the Public

Albany State University prohibits the possession and use of alcoholic beverages in areas open to the public including areas of buildings open to the public. However, the use of alcoholic beverages, subject to the laws of the Commonwealth may be permitted at Albany State University sponsored activities in areas designated by, and with the prior approval of, the Special Event Coordinator at Albany State University, and or other officials that would usually make decisions in these cases.

Private or Closed Areas

The possession and use of alcoholic beverages are prohibited in residence halls, conference rooms, offices, office reception rooms, closed buildings, and areas of buildings not open to the public or from which the public has been excluded, except: the use of alcoholic beverages, subject to the laws of the Commonwealth, may be permitted in specific private or closed areas designated by, and with the prior approval of, the appropriate person responsible for the area of requested.

Education and Research Areas

Albany State University specifically prohibits the use, possession and dispensing of alcoholic beverages in classrooms, lecture halls, laboratories, libraries, research areas, or within buildings. Arenas or areas where athletic events, lectures, or concerts are held, during such events or activities. Permission will not

be granted to use or possess alcoholic beverages in a facility that is being used for one of the above functions.

Policy Specific to Students

Any student who violates this policy is subject to disciplinary action including sanctions as outlined in the Student Code of Conduct in addition to any penalties resulting from violating local, state and or federal law. Disciplinary sanctions may include: Students who are found responsible for violations may be subject to sanctions ranging from Disciplinary Warning, Disciplinary Probation, up to Suspension or Expulsion from the University. Student residing in University housing may also lose the privilege of the housing contract. In most cases the Office of Student Ethics and Integrity will also assign developmental and educational interventions designed to promote greater awareness and improved decision-making for students and to further deter future misconduct.

Residence Life Alcohol Policy

Alcohol Policy

The possession of use alcoholic beverages is prohibited in all University on-campus undergraduate residence hall buildings. It is a violation of state law and university policy for a student under 21 years of age to attempt to purchase, consume, possess, or transport alcoholic beverages. It is unlawful to sell, furnish, and give alcoholic beverages or to permit alcoholic to be sold, furnished or given to any minor. It is against residence hall policy for there to be any tailgating activities in the residential quad areas or residence hall parking lots where alcoholic beverages are being served on any football game/event weekend including all home football games. Violators can be charged under the uniformed code of GA Law. It is against residence hall policy for a student to be in a residential area (room, common room, common building, building entryway, or quad area immediately adjacent to the residence halls) and in the presence of an illegal substance. Students who are in the presence of an illegal substance in these areas will be referred to the Office of Residence Life, the Office of Judicial Affairs and/or University Police.

Know the signs:

- Passed out or difficult to awaken
- Cold, clammy, pale or bluish skin
- Slowed breathing
- Vomiting(asleep or awake)

Know how to help:

- Turn a vomiting person on his/her side to prevent choking
- Clear vomit from the mouth
- Keep the person awake
- Never leave the person unattended

Policies Specific to Faculty and Staff

As a condition of University employment, every employee shall abide by the terms of this policy. Any employee who violates this policy is subject to University sanctions, including dismissal, as well as

criminal sanctions provided by federal, state or local law. An employee may be required to participate in a drug abuse or drug rehabilitation program. An employee must notify his or her supervisor of any criminal drug conviction for violation occurring in the University workplace no later than five (5) days after such conviction. All alcohol crimes are subject to be investigated and prosecuted by the Albany State University Policy in occurrence with Georgia Law.

GA Law Codes reference the use, sale or illegal usages of alcohol starting in Code: **3-3-33**

Underage Drinking

It is illegal for anyone under the age of 21 years to attempt to purchase, consume, possess, or knowingly and intentionally transport any liquor, malt or brewed beverage. It is also illegal to lie about age to obtain alcohol and to carry a false identification card.

In accordance with O.C.G.A. 3-3-23. Furnishing to, purchase of, or possession by persons under 21 years of age of alcoholic beverages; use of false identification; proper identification; dispensing, serving, selling, or handling by persons under 21 years of age in the course of employment; seller's actions upon receiving false identification; immunity for seeking medical assistance for alcohol related overdose

Carrying False I.D.

It is illegal for anyone under 21 to possess an identification card falsely identifying that person by name, age, date of birth, or photograph as being 21 or older to attempt to obtain liquor, malt or brewed beverage by using the identification card of another or by using an identification card that has not been lawfully issued to or in the name of the person who possesses the card.

In accordance with O.C.G.A. 3-3-23(A) (5) No person under 21 years of age shall misrepresent his or her identity or use any false identification for the purpose of purchasing or obtaining any alcoholic beverage.

Public Drunkenness

It is illegal to appear in any public place manifestly under the influence of alcohol to the degree that you may endanger yourself or other persons or property, or annoy others in your vicinity.

Public drunkenness is a crime when a person appears in any public manifestly under the influence of alcohol or controlled substance to the degree that he may endanger himself or other persons or property, or annoy persons in his vicinity.

In accordance with O.C.G.A. 16-11-41 (a) A person who shall be and appear in an intoxicated condition in any public place or within the curtilage of any private residence not his own other than by invitation of the owner or lawful occupant, which condition is made manifest by boisterousness, by indecent condition or act, or by vulgar, profane, loud, or unbecoming language, is guilty of a misdemeanor.

Driving Under the Influence (DUI)

In Georgia, the legal level for DUI is .08% Blood Alcohol Content (BAC) and .02% BAC and prior for minors. The law emphasizes treatment and a three-tier penalty system based on BAC and prior offenses

1) general impairment (.08-.099%), 2) high rate of alcohol (.10-.159%) and 3) highest rate of alcohol (.16% and above). Also, drivers with any amount of a Schedule I, II, or III controlled substance not medically prescribed (or their metabolites) may not drive, operate, or be in actual physical control of a vehicle.

In accordance with O.C.G.A. 40-6-391 Driving under the influence of alcohol, drugs, or other intoxicating substances; penalties; publication of notice of conviction for persons convicted for second time; endangering a child;

(a) A person shall not drive or be in actual physical control of any moving vehicle while:

- (1) Under the influence of alcohol to the extent that it is less safe for the person to drive;
- (2) Under the influence of any drug to the extent that it is less safe for the person to drive;
- (3) Under the intentional influence of any glue, aerosol, or other toxic vapor to the extent that it is less safe for the person to drive;
- (4) Under the combined influence of any two or more of the substances specified in paragraphs (1) through (3) of this subsection to the extent that it is less safe for the person to drive;
- (5) The person's alcohol concentration is 0.08 grams or more at any time within three hours after such driving or being in actual physical control from alcohol consumed before such driving or being in actual physical control ended.

It is illegal for anyone under 21 years of age to drive a vehicle with a blood alcohol content of .02 or higher. A first –time offense individual, under certain circumstances, may qualify for a First Offender Program design for persons needed assistance.

In accordance with O.C.G.A. 40-6-391 (7) (k) (1) A person under the age of 21 shall not drive or be in actual physical control of any moving vehicle while the person's alcohol concentration is 0.02 grams or more at any time within three hours after such driving or being in physical control from alcohol consumed before such driving or being in actual physical control ended.

Refusing a Chemical Test

Any person who drives a motor vehicle automatically gives consent to one or more chemical test (breath, blood or urine). This implied consent means that a person doesn't have the right to an attorney before testing. If a person refuses to submit to a chemical test: 1) the test will not be done; 2) the person's license will be suspended for one year; 3) the person will most likely be charged with DUI.

In accordance with O.C.G.A. 40-5-55 Implied consent to chemical tests (a) The State of Georgia considers that any person who drives or is in actual physical control of any moving vehicle in violation of any provision of Code Section 40-6-391 constitutes a direct and immediate threat to the welfare and safety of the general public. Therefore, any person who operates a motor vehicle upon the highways or elsewhere throughout this state shall be deemed to have given consent, subject to Code Section 40-6-392, to a chemical test or tests of his or her blood, breath, urine, or other bodily substances for the

purpose of determining the presence of alcohol or any other drug, if arrested for any offense arising out of acts alleged to have been committed in violation of Code Section 40-6-391 or if such person is involved in any traffic accident resulting in serious injuries or fatalities.

Open Container

In accordance with O.C.G.A. 40-6-253. Consumption of alcoholic beverage or possession of open container of alcoholic beverage in passenger area:

- (2) "Open alcoholic beverage container" means any bottle, can, or other receptacle that:
- (A) Contains any amount of alcoholic beverage; and
 - (B) (i) Is open or has a broken seal; or (ii) The contents of which are partially removed.

(3) Only a person who consumes an alcoholic beverage or possesses an open alcoholic beverage container in violation of this Code section shall be charged with such offense; provided, however, that an operator of a motor vehicle who is alone in the passenger area of such motor vehicle shall be deemed to be in possession of any open alcoholic beverage container in such passenger area.

Possession of Small Amount of Marijuana

In accordance with O.C.G.A. 16-13-30. Purchase, possession, manufacture, distribution, or sale of controlled substances or marijuana; penalties:

(a) Except as authorized by this article, it is unlawful for any person to purchase, possess, or have under his or her control any controlled substance.

(b) Except as authorized by this article, it is unlawful for any person to manufacture, deliver, distribute, dispense, administer, sell, or possess with intent to distribute any controlled substance.

(c) Except as otherwise provided, any person who violates subsection (a) of this Code section with respect to a controlled substance in Schedule I or a narcotic drug in Schedule II shall be guilty of a felony and, upon conviction thereof, shall be punished as follows:

(1) If the aggregate weight, including any mixture, is less than one gram of a solid substance, less than one milliliter of a liquid substance, or if the substance is placed onto a secondary medium with a combined weight of less than one gram, by imprisonment for not less than one nor more than three years.

Possession of Drug Paraphernalia

In accordance with O.C.G.A. 16-13-1. Drug related objects:

(3) "Drug related object" means any machine, instrument, tool, equipment, contrivance, or device which an average person would reasonably conclude is intended to be used for one or more of the following purposes:

(A) To introduce into the human body any dangerous drug or controlled substance under circumstances in violation of the laws of this state;

(B) To enhance the effect on the human body of any dangerous drug or controlled substance under circumstances in violation of the laws of this state;

(C) To conceal any quantity of any dangerous drug or controlled substance under circumstances in violation of the laws of this state; or

(D) To test the strength, effectiveness, or purity of any dangerous drug or controlled substance under circumstances in violation of the laws of this state.

(4) "Knowingly" means having general knowledge that a machine, instrument, tool, item of equipment, contrivance, or device is a drug related object or having reasonable grounds to believe that any such object is or may, to an average person, appear to be a drug related object. If any such object has printed thereon or is accompanied by instructions explaining the purpose and use of such object and if following such instructions would cause a person to commit an act involving the use or possession of a dangerous drug or controlled substance in violation of the laws of this state, then such instructions shall constitute prima-facie evidence of knowledge that the object in question is a drug related object.

Drug Risks and Consequences

- Alcohol and other drug use during pregnancy increases risk of physical harm to fetus.
- Additional risks of harm may occur from toxic impurities present in street drugs.
- Additional risks of harm may occur from the use of prescription drugs in ways other than prescribed.
- Drugs taken by injection can increase the risk of infection (e.g. HIV, hepatitis, etc.) through needle contamination.

Additional services include the Employee Assistance Program through the ASU Human Resources Department for Faculty and Staff, (229) 430-4653 and ASU Counseling and Disability Services for students at (229) 903-3610.

Annual Disclosure of Crime Statistics

Definition of Reportable Crimes

Primary Crimes

- Murder/Manslaughter- defined as the willful killing of one human being by another.
- Negligent Manslaughter- is defined as 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.

- 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- Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Rape- is defined as a person commits the offense of rape when he has carnal knowledge of a female forcibly and against her will; or a female who is less than ten years of age; or the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration of a sex organ of another person, without the consent of the victim.
- Statutory Rape- Non-forcible sexual intercourse with a person who is under the statutory age of consent.
- Robbery- is defined as taking or attempting to take anything of value from the car, 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 is defined as an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is usually accompanied by the use of a weapon or by means likely to produce great bodily harm or death.
- Burglary- is unlawful entry of a structure to commit a felony or a theft.
- Motor Vehicle- is 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 crime- includes all of the crimes listed above that manifest evidence that the victim was chosen based on one of the categories of bias listed, plus the following crimes.
- Larceny/Theft- includes, pocket picking, purse snatching, shoplifting, theft from building, theft from motor vehicle, 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 or the victim suffers obvious severe or aggravated 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 weapons or subjecting the victim to actual physical attack.

- Destruction/Damage/Vandalism or Property (except arson) - to willingly 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.

Categories of Prejudice

- 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.
- 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.
- Gender- A preformed negative opinion or attitude toward a group of persons because those persons are 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, e.g., bias against transgender or gender nonconforming individuals.
- Sexual Orientation- A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex.
- Ethnicity- A preformed negative opinion or attitude toward a group of persons of the same race or who share common or similar traits, languages, customs or traditions.
- National origin- A preformed negative opinion or attitude toward a group of persons based individuals who were born in the same country or based on where their ancestors come from.
- Disability- A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/ challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

Dating violence, domestic violence, and stalking

- 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.
- Domestic Violence- Violence committed by a person who is or has been in a social relationship of 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 the 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.

- 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 laws of the jurisdiction in which the crime of violence occurred.
- Stalking – Engaging in a course of conduct directed at a specific person that would cause a reasonable person to;
 - Fear for the person’s safety or the safety of others; or suffer substantial emotional distress.

Crime Prevention Tips

- Always observe your surroundings.
- Be cautious when talking with strangers.
- Don’t give out information to individuals you don’t know.
- Be mindful of individuals that look suspicious.
- When possible, use the “buddy System when shopping.
- Don’t accept rides from strangers.
- Program an emergency number in your cell phone.
- Be mindful of areas known for high criminal activity.
- It’s okay to yell if you feel threatened.
- Make sure your doors and windows are locked.
- Use the door peephole or have one installed.
- Check ID before you let a stranger enter your home or dorm room.
- Never tell strangers you are alone.
- Stay in lighted areas at night.
- Use the buddy system day and night.
- Observe your surroundings when stopped in your vehicle.
- Never pick up hitchhikers.
- Keep your car in good condition.
- If ever sexually assaulted, call 911 immediately.

Tips for avoiding Identity Theft:

- **Watch for shoulder-surfers.** When entering a PIN number or a credit card number in an ATM machine, at a phone booth, or even on a computer at work, be aware of who is nearby and make sure nobody is peering over your shoulder to make a note of the keys you’re pressing.
- **Require photo ID verification.** Rather than signing the backs of your credit cards, you can write “See Photo ID”.
- **Shred everything.** One of the ways that would-be identity thieves acquire information is through “dumpster-diving”, aka trash-picking. If you are throwing out bills and credit card statements, old credit card or ATM receipts, medical statements or even junk-mail solicitations

for credit cards and mortgages, you may be leaving too much information lying about. But a personal shredder and shred all papers with PII on them before disposing of them.

Destroy digital data:

- When you sell, trade, or otherwise dispose of a computer system, or a hard drive, or even a recordable CD, DVD, or backup tape, take extra steps to ensure the data is completely, utterly, and irrevocably destroyed. To delete the data or reformat the hard drive is nowhere near enough. Anyone with a little tech skill can undelete files or recover data from a formatted drive. Use a product like Shred XP to make sure that data on hard drives is completely destroyed. For CD, DVD, or tape media, you should physically destroy it by breaking or shattering it before disposing of it.
- Be diligent about checking statements.
- Pay your bills at the post office.
- Limit the information on your checks.
- Analyze your credit report annually.

Protect your Social Security number.

- Do not carry your social Security card in your wallet with your driver's license and other identification. You should never use your Social Security number as part of a username or password.

Sexual Assault and Rape Prevention Tips

Dorm Safety on Campus

- Lock your door when you go to sleep and when you are not in the room.
- Keep your window locked (especially if it is easy to enter from the ground).
- Notify the authorities if someone props open the door.
- If your dorm has an elevator, try to stay near the emergency dashboard button when you are riding so it will be within reach.
- Avoid isolated areas (Stairways, laundry rooms, basement, etc.) when you are alone.

Pedestrian Safety on Campus

- Save emergency responders phone numbers in your cell phone: Police Department.
- Save the phone numbers of family and friends in your cell as "ICE" for emergency responders to contact in the event of an emergency. Make sure your cell phone is easily accessible.
- Avoid dimly lit places and avoid walking alone whenever possible.
- Remain mentally alert and aware of your surroundings. Know your route and know what "safe" places are on it.
- Be familiar with where the emergency phones are on campus shown with a blue light.
- Be aware of open buildings where you can use a phone. Take public path rather than less populated shortcuts.
- Avoid music headphones in both ears so you will be aware of your surroundings.

Sexual Assault, Domestic Violence, Dating Violence, and Stalking Policy Statement

Albany State University’s Response to Sexual and Gender Violence

Albany State University is committed to providing a safe learning and working environment. In compliance with federal laws policies and procedures have been adopted to prevent and respond to incidents of sexual assault, domestic violence, dating violence, and stalking involving members of our campus community. These guidelines apply to all students, faculty, staff, contractors and visitors.

Sexual Assault, Domestic Violence, Dating Violence, and Stalking

A sexual assault is any sexual act directed against another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent, as well as incest or statutory rape.

Domestic violence includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim. Dating violence means violence committed by a person who is or has been in a romantic or intimate relationship with the victim. Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or the safety of others or suffer substantial emotional distress.

Reporting an Incident

If a student, faculty, staff or visitor has been the victim of an incident of sexual assault, domestic violence, dating violence or stalking they should immediately report to the Albany State University Police Department, or other recommended points of authority such as the Title IX Coordinator. The ASU Police can be contacted at 229-430-4711, and is located 111 Joseph Holley Drive. The Title IX Coordinator, Rowena Daniels can be read at 229-430-0578, and is located in the Reese Building 504 College Drive (lower campus). In case of an emergency or ongoing threat please get to a safe location and call 911. Local police may be contacted at 229-430-2100/5260 and is located at 201 W. Oglethorpe Blvd.

Students may also reports to Student Affairs or other none law enforcement offices;

- | | | |
|----|---|--------------|
| 1. | Chief of Police | 229-288-3351 |
| 2. | Anonymous Tip Line | 229-430-7963 |
| 3. | Title IX Coordinator | 229-430-0578 |
| 4. | Student Health Services | 229-430-4764 |
| 5. | Residence Hall Staff | 229-430-7849 |
| 6. | Athletics Dept. Deputy Title IX Coordinator | 229-430-1394 |
| 7. | ASU Counseling and Disability Services | 229-903-3610 |

Procedures Victims Should Follow

If an incident of sexual assault, domestic violence, dating violence, or stalking occurs it is important to preserve evidence so that a successful criminal prosecution remains an option.

The victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical exam – which is important both to address any health issues that may arise and evidence collection. Any clothing removed should be placed in a paper, not plastic, bag.

Evidence of violence, such as bruising or other visible injuries, following an incident of domestic or dating violence should be documented by taking a photograph. Evidence of stalking including any communication, such as written notes, voice mail or other electronic communications should be saved and not altered in any way.

On and Off Campus Resources

Both Albany State University and the City of Albany, Ga. offer other important resources to the victims of sexual violence including medical treatment, counseling and advocacy they may wish to utilize. The Lily Pad or Victims Advocate Center is available to assist any student or employee free of charge and will help them consider their options and navigate through any resources or recourse they elect to pursue. A victim need not make a formal report to law enforcement or Albany State University to access these resources that include the following:

Albany State University Title IX Coordinator - (229) 430-0578 Reese BLD 504 College Dr. Albany, GA 31504

Albany State University Disability and Counseling Center-(229) 903-3610 New Student Center 504 College Drive Albany, GA 31504

Phoebe Putney Hospital-(229) 312-1000 417 3rd Ave W. Albany, GA 31701

Lily Pad Crisis Center-(229) 435-0074 W 2nd Ave, Albany, GA 31701

Accommodations

Whether or not a student or employee reports to law enforcement and or pursues any formal action, if they report an incident of sexual assault, domestic violence, dating violence, or stalking Albany State University is committed to providing them a safe learning and working environment as possible. Upon request, Albany State University will make any reasonably available change to a victim's academic, living, transportation, and or working situation. Students may contact the Student Affairs Office at (229) 903-3604 in the New Student Center 504 College Drive, Albany, GA, for assistance, and employees may contact Human Resources Office, 229-430-4623, in the Billy C. Black Building, Joseph Holley Drive, Albany, GA for assistance.

If a victim reports to law enforcement, they may assist them in obtaining a terminology for no-contact/restraining order used in institution's jurisdiction from criminal court. Albany State University is committed to ensuring that any such order is fully upheld on all institutionally owned and controlled property. Albany State University is also committed to protecting victims from any further harm, and Albany/Dougherty Court System may issue an institutional no-contact order.

Victim Confidentiality

Albany State University recognizes the often-sensitive nature of sexual assault, domestic violence, dating violence, and stalking incidents. We are committed to protecting the privacy of any individual who makes a report. Different officials and personnel are, however, able to offer varying levels of privacy protection to victims. Reports made to law enforcement, including concerning identification of victim identity in incident reports or when used in a criminal prosecution and shared with the accused.

Reports made to Albany State University officials will be kept confidential, and identifying information about the victim shall not be made public (GA 24-5-509). Information about reports will only be shared with institutional personnel as needed to investigate and effectively respond to the report. Every effort will be made to limit the scope of information shared to keep it to a minimum of detail, and only when absolutely necessary. Reports made to medical professionals licensed mental health counselors and pastoral counselors will not be shared with any third parties except in cases of imminent danger to the victim or a third party.

Education Programs

Albany State University is committed to increasing the awareness of and preventing violence. All incoming students and new employees are provided with programming and strategies intended to prevent rape, acquaintance rape, sexual assault, domestic violence, dating violence, and stalking before it occurs through the changing of social norms and other approaches; that includes a clear statement that Albany State University prohibits such acts, their definition's, the definition of consent, options for bystander intervention, information about risk reduction, and our policies and procedures for responding to these incidents. Ongoing prevention and awareness campaigns are also offered throughout the year. These programs include:

- New Student Orientation
- Department Collaboration Training
- ASU Police Campus Training
- Human Resource Training
- Title IX Training
- ASU Police Women Self Defense Training

Conduct Proceeding

Albany State University strictly prohibits all acts of sexual assault, domestic violence, dating violence, and stalking. In addition to facing criminal investigation and prosecution, student's employees and other affiliates may also face disciplinary action by Albany State University. Individuals found responsible for having committed such a violation face permanent expulsion, termination of employment, suspension and or probation. Incidents involving accused students will be handled by the Judicial Officer in Student Affairs. The office is located in the New Student Center in the Red Zone (2-119) on the second floor. The office number is (229) 420-7030. Any incident that involved accused employees/affiliates will be handled by the ASU Human Resources Office located in the Billy C. Black Building Room 382, (229) 430-4623.

All Conduct Proceedings, or measures to determine disciplinary action, whether the conduct is reported to have occurred on or off campus, shall provide a prompt, fair and impartial investigation and

resolution. All investigations and proceedings shall be conducted by officials who have received annual training on the nature of the types of cases they are handling, on how to conduct an investigation, and conduct a proceeding in a manner that protects the safety of victims and promotes accountability.

Investigation shall be conducted within a reasonable time frame 60 days or less unless there are mitigating circumstances in which case the accuser and the accused shall be notified, providing an explanation, and the amount of additional time required. Determination shall be made with reasonable time frame (7 days) unless there are mitigating circumstances in which the accuser and the accused shall be notified, providing an explanation, and the amount of additional time required.

Determination shall be made by the Student Affairs Judicial selection committee within 5 days of the hearings or an investigation using the preponderance of the evidence standard which means that it is more than likely than not that the alleged misconduct occurred.

In all proceedings, including any related meetings or hearings, both the accused and accuser are entitled to the same opportunities to have others present. This includes the right to be accompanied by an advisor of their choice. Both the accused and accuser shall simultaneously be informed in writing of the outcome of the proceeding, of procedures and timeframe, within 7 days, for appealing the results of the outcome, of any change to the results that occurs prior to the time that they become final, and when such results become final. Disclosure of the outcome shall be made to both parties unconditionally, and each shall be free or not share the details with any third parties.

For additional information about student conduct proceedings please consult the ASU Student of Conduct Handbook available at:

<http://www.asurams.edu/wp-content/uploads/2014/03/Code-of-conduct.pdf>

For additional information about employee conduct proceedings please consult ASU Human Resource Office. They can be found online at:

<http://www.asurams.edu/about-asu/fiscal-affairs/human-resources/staff-team/>

Daily Crime and Fire Log

Albany State University maintains a combined Daily Crime and Fire Log of all crime and fire incidents reported to the Department. The University Police publishes the Daily Crime and Fire Log Monday-Friday, when the University is opened. The log is available 24 hours per day to members of public. The log identifies the type, location and time of each criminal incident reported to University Police. The local newspaper and the local television and radio stations contact University Police to acquire information from this log. Information deemed newsworthy is published in both newspapers and is broadcast by the local radio and television stations.

The most current 60 days of information is available in the lobby of the Police Department building at Central Plant. Upon request a copy of any maintained Daily Crime and Fire Log will be made available for viewing, within 48 hours of notice.

Albany State University Crime Stats Information

The A.S.U. crime statistics chart shown below is also posted to the A.S.U.P.D. web site

2012 ALBANY STATE UNIVERSITY POLICE DEPARTMENT CRIMINAL OFFENSES

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
ROBBERY	0	1	0	0	0	0	0	0	0	2	1	1	5
MURDER	0	0	0	0	0	0	0	0	0	0	0	0	0
FORCIBLE SEX OFFENSES (RAPE)	0	0	0	0	0	0	0	0	0	0	0	0	0
NON FORCIBLE SEX OFFENSES	0	0	0	0	0	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	0	0	0	1	1
BURGLARY	0	1	5	0	0	1	0	0	0	0	0	0	7
THEFT	5	1	1	15	4	3	5	1	5	6	8	1	55
ARSON	0	0	0	0	0	0	0	0	0	0	0	0	0
HATE CRIMES	0	0	0	0	0	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	1	2	1	0	0	0	1	0	0	0	5
GRAND TOTALS	5	3	7	17	5	4	5	1	6	8	9	3	73

2012 CAMPUS ARREST & REFERRALS TO STUDENT AFFAIRS

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
ASSAULT - OTHER	1	1	1	4	1	0	1	0	2	0	0	1	12
DAMAGE TO PROPERTY	0	0	0	0	0	0	0	0	0	0	0	0	0
DISORDERLY CONDUCT	0	0	0	0	0	0	0	0	0	0	0	0	0
DRUG VIOLATION	1	1	2	0	0	1	0	4	3	1	1	2	16
ENTERING AUTO	0	0	0	0	0	0	0	0	2	0	0	0	2
LIQUOR LAW VIOLATION	1	1	0	2	0	0	0	0	1	0	1	0	6
TOWED AUTOS	10	5	7	5	1	2	0	6	6	2	0	0	44
WEAPONS VIOLATIONS	0	0	0	1	0	1	0	1	1	0	1	0	5
GRAND TOTALS	13	8	10	12	2	4	1	11	15	3	3	3	85

2013 ALBANY STATE UNIVERSITY POLICE DEPARTMENT CRIMINAL OFFENSES

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
ROBBERY	0	0	0	0	0	0	0	0	0	0	0	0	0
MURDER	0	0	0	0	0	0	0	0	0	0	0	0	0
FORCIBLE SEX OFFENSES (RAPE)	0	0	0	0	0	0	0	0	0	0	1	0	1
NON FORCIBLE SEX OFFENSES	0	0	0	0	0	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	1	0	0	0	0	0	0	0	0	0	0	0	1
BURGLARY	0	0	0	1	0	0	0	0	0	0	0	0	1
THEFT	11	6	8	7	2	3	2	4	8	4	4	3	62
ARSON	0	0	0	0	0	0	0	0	0	0	0	0	0
HATE CRIMES	0	0	0	0	0	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0	0	0	0	0	0
GRAND TOTALS	12	6	8	8	2	3	2	4	8	4	5	3	65

2013 CAMPUS ARREST & REFERRALS TO STUDENT AFFAIRS

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
ASSAULT – OTHER	1	1	1	4	1	0	1	0	2	0	0	1	12
DAMAGE TO PROPERTY	0	0	0	0	0	0	0	0	0	0	0	0	0
DISORDERLY CONDUCT	0	0	0	0	0	0	0	0	0	0	0	0	0
DRUG VIOLATION	1	1	2	0	0	1	0	4	3	1	1	2	16
ENTERING AUTO	0	0	0	0	0	0	0	0	2	0	0	0	2
LIQUOR LAW VIOLATION	1	1	0	2	0	0	0	0	1	0	1	0	6
TOWED AUTOS	10	5	7	5	1	2	0	6	6	2	0	0	44
WEAPONS VIOLATIONS	0	0	0	1	0	1	0	1	1	0	1	0	5
GRAND TOTALS	13	8	10	12	2	4	1	11	15	3	3	3	85

2014 ALBANY STATE UNIVERSITY POLICE DEPARTMENT CRIMINAL OFFENSES

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
ROBBERY	0	0	0	1	0	0	0	0	0	0	0	0	1
MURDER	0	0	0	0	0	0	0	0	0	0	0	0	0
DATING VIOLENCE							0	0	0	0	0	0	0
DOMESTIC VIOLENCE							0	0	0	0	0	0	0
FORCIBLE SEX OFFENCES (RAPE)	0	0	0	0	1	0	0	0	0	0	1	0	2
NON FORCIBLE SEX OFFENSES	0	0	0	0	0	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	0	1	0	0	1
BURGLARY	0	2	0	0	1	0	0	0	0	0	1	0	4
THEFT	6	3	1	3	2	2	0	3	5	4	2	2	33
ARSON	0	0	0	0	0	0	0	0	0	0	0	0	0
HATE CRIMES	0	0	0	0	0	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	1	0	0	0	1	0	0	2
GRAND TOTALS	8	6	1	4	4	3	0	3	6	8	4	2	43

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
ASSAULT - OTHER	1	0	5	2	0	0	0	0	0	0	0	0	8
DAMAGE TO PROPERTY	0	0	0	0	0	0	0	0	0	0	1	0	1
DISORDERLY CONDUCT	0	0	0	0	0	0	0	0	0	1	0	0	1
DRUG VIOLATION	2	4	2	2	0	0	0	3	0	3	4	0	20
ENTERING AUTO	0	0	0	0	0	0	0	0	0	0	0	0	0
LIQUOR LAW VIOLATION	0	1	1	1	0	0	0	0	0	1	0	0	4
TOWED AUTOS	1	5	5	0	2	0	1	2	0	3	0	2	21
WEAPONS VIOLATIONS	1	1	0	0	0	0	0	0	0	0	0	0	2
GRAND TOTALS	5	11	13	5	2	0	1	5	0	8	5	2	67

Albany State University Clery Geographical Reporting Area

Green - On Campus
Red - Public

Albany State University has systems in place for emergencies on Albany State University campus; Connect 5 and Federal signal sirens are the alert systems.



Annual Fire and Safety Report

The Higher Education Opportunity Act enacted on August 1, 2008, requires institutions that maintain on-campus student housing facilities to publish an annual fire safety report that contains information about campus fire safety practices and standards of the institution. The following report details all information by this act for Albany State University.

Definitions

On-Campus Student Housing- A student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within a reasonable contiguous area that makes up the campus.

Fire- Any instance of open flame or other burning in a place not intended to contain the burning or an uncontrolled manner.

Residence Hall Fire Drill- Monthly fire drills are conducted in all on-campus residence halls during the school year to allow occupants to become familiar with and practice their evacuation skills. The drills are conducted by the Resident Coordinators, Residence Assistants, Community Assistance, Housing Management and University Police.

Fire Safety- Albany State University takes Fire Safety very seriously and continues to enhance its programs to the university community through education, engineering and enforcement. Education programs are presented throughout the year to faculty, staff and students so they are aware of the rules and safe practices. These programs, which are available at designated campus locations, include identification and prevention of hazards, actual building evacuation procedures and drill, specific occupant response to fire emergencies and hands-on use of fire extinguishers.

All University residence halls have emergency evacuation plans and conduct monthly fire drills during the school year to allow occupants to become familiar with and practice their evacuation skills.

Albany State University has been a leader in ensuring the safety of students, faculty, staff and visitors who live and work in university operated residences. Automatic sprinkler systems and fire alarm systems are recognized engineered building features that help to provide for a fire safe living environment. All University residence halls and apartments are provided with automatic sprinkler systems, smoke detectors and building fire alarm systems to provide early detection and warning of a possible fire emergency. Additionally, Food Service staff members at University are trained annually on hands-on use of fire extinguishers and emergency procedures in the event of a fire.

The University maintains and tests all fire alarms and automatic fire suppression systems in accordance with the appropriate National Fire Protection Association Standard to insure system readiness and proper operation in the event of a fire emergency.

The University has adopted and developed numerous Safety Polices and Guidelines to help promote a safe living and work environment at all University locations. These polices, guidelines and other fire safety information can be accessed on the Internet at <http://www.ehs.edu>.

Fire Statistics for On-Campus Student Housing Facilities

FIRES IN RESIDENTIAL FACILITIES 2012 TO 2014

Residential Facilities	Year	# of Fires	Date	Time	Cause of Fire	# of Injuries that Required Treatment at a Medical Facility	# of Deaths Related to a Fire	Value of Property Damage Caused by Fire
South Hall 504 College Drive	2012	0				0	0	0
	2013	0				0	0	0
	2014	0				0	0	0
East Hall 504 College Drive	2012	0				0	0	0
	2013	0				0	0	0
	2014	0				0	0	0
North Hall 504 College Drive	2012	0				0	0	0
	2013	0				0	0	0
	2014	0				0	0	0
Hall 1	2012	0				0	0	0

504 College Drive	2013	0				0	0	0
	2014	0				0	0	0
Hall 2 504 College Drive	2012	0				0	0	0
	2013	0				0	0	0
	2014	0				0	0	0
Hall 3 504 College Drive	2012	0				0	0	0
	2013	2	09/07/2013 11/07/2013	20:53 20:10	Cooking Cooking	0 0	0 0	\$68,530.69 0
	2014	1	2/22/2014	03:16	Cooking	0	0	0
Hall 4 504 College Drive	2012	0				0	0	0
	2013	0				0	0	0
	2014	0				0	0	0
Hall 5 504 College Drive	2012	0				0	0	0
	2013	0				0	0	0
	2014	0				0	0	0
Hall 6 504 College Drive Albany, Ga. 31705	2012	0				0	0	0
	2013	0				0	0	0
	2014	0				0	0	0

**Description of On-Campus Student Housing Fire Safety System-Residence Halls/Apartments
Fire Safety Education and Training Programs for Students, Faculty and Staff**

RESIDENTIAL FACILITIES FIRE SAFETY SYSTEMS

Residential Facilities	Number of Floors	Fire Alarm Monitoring Done On Site (by ASU PD)	Full Sprinkler System	Sprinklered Trash Chute	Smoke Detection	Heat Detector	Fire Extinguisher Devices
South Hall	3	X	X		X	X	X
East Hall	4	X	X		X	X	X
North Hall	3	X	X		X	X	X
Hall 1	4		X		X	X	X
Hall 2	4		X		X	X	X
Hall 3	4		X		X	X	X
Hall 4	4		X		X	X	X
Hall 5	3	X	X		X	X	X
Hall 6	3	X	X		X	X	X

Residential Facilities	Fire Alarm Pull Stations	Pressurized Stairwells	Emergency Generators	Emergency Lighting	Evacuation Plans / Movement Plans	Number of Evacuation (fire) drills each academic year	Protected Elevator Lobby's
South Hall	X			X	X	4	
East Hall	X			X	X	4	
North Hall	X			X	X	4	
Hall 1	X			X	X	5	
Hall 2	X			X	X	4	
Hall 3	X			X	X	4	
Hall 4	X			X	X	4	
Hall 5	X			X	X	4	X
Hall 6	X			X	X	4	X

Environmental Health and Safety (EHS), in coordination with Residence Life and Housing and Food Service, provides annual training to Resident Assistants (RA), Community Assistants and Residence Life Coordinators.

- Fire prevention in the residence hall
- What to do in the event of a fire
- How to report a fire or other emergency
- How residence hall fire safety systems operate

Other general safety and fire information is available to students, faculty and staff on the Environment Health and Safety web site at <http://www.ehs.edu>

Plans for Future Improvements in Fire Safety

Albany State University continues to monitor trends related to residence hall fire incidents and alarms to provide a fire safe living environment for all students. New programs and policies are developed as needed to help insure the safety of all students, faculty and staff.

Emergency calls and notifications regarding fires are made to:

1. ASU PD 229-430-4711
2. Albany Fire Department 911
3. Albany Police Department 22-431-2100
4. Housing Staff and Office 229-430-4741



POLICE DEPARTMENT

504 College Drive

Albany, GA. 31705

Phone: 229-430-4711

Fax: 229-430-2788