

13.8

Institutional Environment

The institution takes reasonable steps to provide a healthy, safe, and secure environment for all members of the campus community.

Judgment

☒ Compliant ☐ Non-Compliant ☐ Not Applicable

Narrative

Off-Site Committee Report

Although the institution demonstrated many aspects of this standard are being met, it has not provided sufficient evidence in support of its case for compliance. Specifically, the institution fails to address its Office of Civil Rights complaints, Title IX program, or the Annual Security Report in this narrative.

The institution does not address any Office of Civil Rights issues in its narrative which is a requirement in order to meet the standard. The institution should provide information regarding any violations alleging sexual violence that are currently open and ongoing as well as closed investigations that are active at the last SACSCOC comprehensive review or occurred since the last SACSCOC comprehensive review. If there are no investigations, the institution should make a statement to that fact.

Evidence of Title IX training, policies, and procedures may also be included in support of the institution's case for properly handling this federally-required activity. Additionally, a copy of the Annual Security report from October 1, 2019, may be provided to the on-site team along with evidence of training and processes for campus security authorities as defined under the Jeanne Clery Act.

Focus Report Response

Albany State University (ASU) thanks the Off-Site Committee acknowledgement that it demonstrated many aspects of the standard being met. Albany State University recognizes that Office of Civil Rights complaints, Title IX program, or the Annual Security Report was not addressed in the narrative.

Albany State University does not have any open or closed investigations since the last SACSCOC comprehensive review regarding any violations alleging sexual violence.

The Albany State University Police department maintain 24 hour a day/seven days a week patrol of the East and West campuses and are the first responders to any emergency on campus. The off-site instructional campuses have the same security as the East and West Campuses. The Cordele Center is patrolled by the City of Cordele Police Department. The other off-site instructional locations, South Georgia State College and Southern Regional Technical College, are patrolled by the Police Department of the respective campuses. The ASU Police Department website [01] provides information about the many services, crime statistics, policies, procedures, and the Annual Fire and Security Report [02]. The U.S. Department of Education requires all colleges and universities to prepare and publicize an Annual Security and Fire Safety Report. This report includes statistics for the previous three years concerning the reporting of specific crimes that occurred on campus, as required by the Higher Education Opportunity Act of 2008 and the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act). The monthly logs for all criminal activity on campus can be accessed from the ASU Police Department website. This annual report also includes institutional policies concerning campus security, the college's missing student notification policy, and the annual fire safety report for ASU and the campus student housing facilities. ASU posts its Annual Security and Fire Safety Report on the ASU Police Department website. Additionally, the Campus Police Department provides training and security processes for campus officers [11] [12] [13] [14].

Title IX

Albany State University is committed to ensuring equal access to its educational programs and employment opportunities without regard to sex (to include pregnancy, sexual harassment, gender identity, sexual orientation), gender, race, color, national origin, religion, age, disability, predisposing genetic characteristics, marital status, veteran status, domestic violence victim status, or ex-offender status. Albany State University is committed to providing an environment not impaired by sex and sexual misconduct, including sex discrimination and sexual harassment.

Title IX of the Education Amendment of 1972 is a federal law that prohibits discrimination on the basis of sex in educational programs, activities and employment practices [03]. Therefore, students, employees, applicants and other members of the Albany State University community may not be subjected to discrimination or harassment or otherwise treated adversely based upon a protected characteristic. This includes, without limitation, sexual harassment, sexual assault, domestic violence, dating violence, and stalking. Similarly, the University will not tolerate harassing, violent, intimidating or discriminatory conduct by its students, employees or any other member of or visitor to the University community.

This policy applies to conduct occurring on campus, during any University program or activity on or off-campus or abroad, including academic programs, admissions, athletics, recruitment, financial aid, employment, as well as certain off-campus conduct perpetrated or suffered by a Albany State University student, employee, staff member, or third party member of the

University community.

The University encourages individuals to report all sexual misconduct immediately to the Title IX Coordinator, or another University staff or faculty member. The College will fully and promptly investigate all allegations of sexual misconduct and will impose intermediary measures, or take similar actions, as may be appropriate.

Albany State University (ASU) is committed to providing prompt and equitable resolution of any complaint involving sexual discrimination, hereinafter referred to as sexual misconduct, which includes dating violence, domestic violence, sexual exploitation, sexual harassment and stalking. ASU's commitment also extends to claims of discrimination based on sexual identity or failure to conform to stereotypical notions of masculinity or femininity. Any individual who believes that sexual misconduct has been perpetrated against him/her or another member of the community should follow the grievance procedure [\[04\]](#) which is listed on the Title IX website [\[05\]](#).

In support of ASU's commitment to create a supportive and inclusive environment free of sexual discrimination. The Title IX Office provides online training through EVERFI and Law Room – Bridges, which provide training through online scenarios [\[6\]](#). New students are required to complete online modules related to Sexual Misconduct and Alcohol/Substance Abuse as a part of a first year experience course. Returning students are strongly encouraged to complete online modules related to Sexual Misconduct and Alcohol/Substance Abuse and Sexual Misconduct Prevention. ASU employees are required to complete online Sexual Misconduct and Alcohol/Substance Abuse modules upon hire and annually. The Title IX Office also provides in person workshops to students, faculty and staff [\[7\]](#) [\[8\]](#) [\[9\]](#) [\[10\]](#).

Sources

-  [01_FR_ASU_Police_Department_Website](#)
-  [02_FR_2019 Annual Security Report](#)
-  [03_FR_Title IX Policy](#)
-  [04_FR_Title IX Grievance-Procedure](#)
-  [05_FR_Title IX Grievance Procedure website](#)
-  [06_FR_EverFi_Training_Students](#)
-  [07_FR_Stalking Awareness Flyer](#)
-  [08_FR_Title IX brochure 2019](#)
-  [09_FR_Title IX for ASU 1101 and Week of Welcome](#)
-  [10_FR_Title IX for Residence Life](#)
-  [11_FR_Attendance for 3-20-19 training](#)
-  [12_FR_Clery pamphlet](#)
-  [13_FR_CSA-Clery training quiz](#)
-  [14_FR_CSA-CLERY TRAINING presentation](#)

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The following pages contain Supporting Documentation

Welcome Message From the Police Chief



On behalf of the men and women of the Albany State University Police Department, we would like to welcome all faculty, staff, students, and visitors to Albany State University, and introduce you to one of the best police departments in the University Systems of Georgia.

We hold in high esteem the major responsibility of protecting the future's most valuable asset; the ASU students; and we do this every day with pride. We understand that everyone's help is required to ensure that Albany State University continues to be one of the safest campuses in the University System of Georgia.

ASUPD supports the mission and guiding principles of Albany State University by promoting a safe and secure higher education environment. We will build partnerships to identify and implement solutions for improving the quality of life based on the best practices of campus law enforcement.


Our Vision is to become a premier campus police agency by deploying innovative industry standards for security and police strategies. The ASUPD will equip students, faculty, staff, and community members with the best systems, practices, and networks to achieve the highest quality of safety standards. Our committed efforts will result in an improved awareness and preparedness to campus safety through implementing safe campus initiatives, developing strategic partnerships, and increasing professional development opportunities.

Please visit the university's website @ www.asurams.edu and click on police department under the 'about tab' to obtain more information on the Albany State University Police Department, and our mission to protect and serve our campus community.

Again, I am Chief Gregory Elder, and this has been a message from the Albany State University Police Department. I encourage each and every one of you to - Ram up the Safety and Buck on the crime.

Also send a friend request to Facebook  [asupd albany ga](#)

Like and follow us on Facebook  [Albany State University Police Department](#)

Follow us on Instagram  [asupd albany ga](#)

Follow us on Twitter  [@asuramspd](#)

Gregory Elder Sr.
Chief of Police

Admin Staff Office Hours	Office Location	Contact Information
Monday - Friday	Albany State University Police Department	Telephone: (229) 430-4711
8:00 AM - 5:00 PM	504 College Drive	Fax: (229) 500-4922
	Albany, GA 31705	E-mail Address: gregory.elder@asurams.edu

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2019 Annual Safety and Fire Report

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Greetings from the President

Greetings,

At Albany State University, we are committed to ensuring that our campus community remains a safe environment for all. Our dedicated campus police officers routinely take proactive safety measures to enhance every person's overall experience at our beloved institution. Doing so ensures that our students have the freedom to focus more on academic achievement and personal and professional development.

We are thankful for our long-standing partnerships with local and state police agencies that help to preserve safety and security on our campuses. Those partnerships, along with advance technological equipment and ongoing crisis management training, strengthen the institution's commitment to public safety. We look forward to a productive and safe academic year.

Sincerely,

A handwritten signature in black ink that reads "Marion Fedrick". The signature is written in a cursive, flowing style.

**Marion Fedrick
President**



Greetings from the Chief of Police

The Albany State University Police Department (ASUPD) is committed to providing a safe environment for its students, faculty, staff and guests. Albany State University Police Department will support the mission and guiding principles of Albany State University by promoting a safe and secure higher education environment, building partnerships with the community, and implement solutions for improving the quality of life based on the best practices of campus law enforcement.

Albany State University Police Department will become a premier campus police agency by deploying innovative industry standard, security and police strategies. The ASUPD will equip students, faculty, staff, and community members with the best systems, practices, and networks to achieve the highest quality of safety standards. Our committed efforts will result in an improved awareness and preparedness to campus safety through implementing safe campus initiatives, developing strategic partnerships, and increasing professional development opportunities.

At ASU the sense of safety you experience is due to the collaborative efforts of a university safety culture. As a result, this report contains policies and practices pertaining to campus security, crime reporting, alcohol and drugs, victims' assistance programs, student disciplinary policies, campus resources, community safety alerts, crime prevention, access to campus facilities and properties as well as personal safety tips.

In addition, ASU is committed to maintaining active and close partnerships with our area law enforcement agencies. Keep in mind that safety is a shared responsibility and we rely on every member of the University community to contribute. Welcome to Albany State University where we are **"Serving Excellence"**.

Gregory L. Elder Sr.
Chief of Police

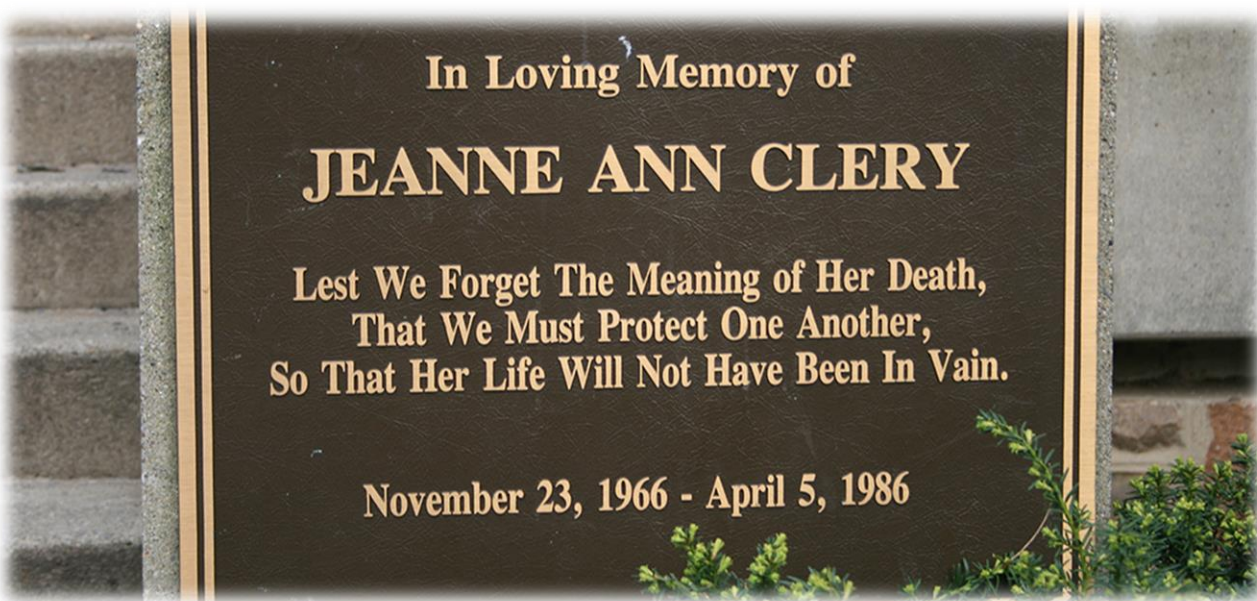


Preparation of the Annual Security Report and Disclosure of Crime Statistics

It is the policy of Albany State University to establish and implement safety and security-related parameters applicable to members of the ASU community at all University campuses and premises to comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1990, more commonly referred to as the "Clery Act". Complying with the Clery Act, a federal mandate requires the University to publish and distribute an annual report containing crime statistics, security-related policy statements and procedures, fire safety requirements and local regulations. Additionally, the University is required to conduct a review to evaluate the effectiveness of the practices and implement changes to enhance services provided to students, faculty and staff as necessary. Both the U.S. Department of Education and ASU are committed to ensuring that the University remains in compliance with the Clery Act and strictly enforcing all applicable provisions of the Act.

Crime statistics are collected for crimes that occurred on-campus; in certain off-campus building or property owned or controlled by Albany State University; and on public property within, or immediately adjacent to and accessible from, the campus. Campus crime, arrest and referral statistics include those reported to the Police Department, local law enforcement agencies and designated campus officials (including but not limited to directors, deans, department heads, staff, judicial affairs, advisors to students/student organizations, athletic coaches), and local law enforcement agencies. Each year, an e-mail notification is made to all enrolled students that provide the website to access this report. Copies of the report may also be obtained at any ASU Police Department building or by calling (229) 430-4711. All prospective employees may obtain a copy from Human Resources located in Billy C. Black room 382 or by calling (229) 500-2026. A description of this report is also located in the Student Handbook.

The Annual Security and Fire Safety Report is distributed to the campus community by October 1st each year.



About the Albany State University Police Department

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 or controlled by the Board of Regents within the State of Georgia. (Acts 1968.p.370; 1974, p.611). The Albany State Police officers are empowered to make ethical and sound police decisions on both Albany State University East and West campus as well as the Cordele campus. The police department can use other public safety agencies under current MOU'S to ensure best safety practices are conducted.

Facts about Albany State University Police Department:

The department is comprised of

- Police Officers
- Security Officers
- Dispatchers
- Parking Services Coordinator
- Office Manager
- 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.

In addition, the department is associated with several professional associations: the American Jail Association, Georgia Sheriffs' Association, Albany/Dougherty Crime Stoppers, HBCU Chiefs' Association, and Georgia Chiefs' Association.

Officer Training:

The officers of the ASU Police Department come with varied backgrounds, in not only law enforcement, but military experience as well. Many

members of the departmental personnel are college graduates holding academic degrees in areas of Criminal Justice, Public Administration, Management, Psychology, or are currently pursuing an education from an accredited university.

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 departmental standard is for every officer to obtain over 80 hours of training per year that vary between in-house and other outside training sources.

Albany State University Police Officers are commissioned under the scope of Georgia Law and Georgia Peace Officer Standards and Training Council (P.O.S.T.), and have the same authority as municipal police officers in Georgia. They are authorized to carry firearms and empowered to make arrests. All criminal incidents on Albany State University campuses are investigated by the Albany State University Police. All crimes that occur on either campus or institution property shall be reported to ASU Police Department.

As stated in the mission statement "The Albany State University Police Department will become a premier campus police agency by deploying innovative industry standards, security, and police strategies. We will equip students, faculty, staff, and community members with the best systems, practices, and networks to achieve the highest quality of safety standards. Our committed efforts will result in an improved awareness and preparedness to campus safety through implementing safe campus initiatives, developing strategic partnerships, and increasing professional development opportunities.

Albany State University Campuses:



The Main Campus is located at 504 College Drive. Albany, Ga 31705. 229-500-2000.



The West Campus is located at 2400 Gillionville Road. Albany, Ga 31707. 229-500-2000.



The Cordele Campus is located at 134 11th Avenue West. Cordele, Ga 31015. 229-500-3409.

The Cordele Campus:



Traci Griffen
Executive Director

As the Executive Director of the Albany State University, Cordele Campus I'm honored to serve our students in Cordele and the surrounding counties. I look forward to engaging and educating the Cordele-Crisp community, as well as neighboring communities, about the programs and academic disciplines offered here at ASU.

To prospective students, ASU offers many programs and services to help you achieve your academic goals and I look forward to working with each of you to help you explore different ways to stand out in class, and shape the future you desire."

Students attending the Cordele Campus will find a supportive and helpful faculty and staff. The campus offers day and evening college classes leading to Associate of Arts, Associate of Science degrees, and Certificates. Staff are available to assist students throughout the application and registration process. They also assist with developing academic plans, selecting appropriate courses that align with chosen majors, and solving any issues that may arise.

The Cordele campus is patrolled by security officers on **Monday from 8 am-8:30 pm and Tuesday-Friday 8 am-5pm**. If any issues arise that cannot be handled by those on duty, The Cordele Police Department will assist with handling the matter.



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

The Albany State University Police department maintains a cooperative relationship with local law enforcement and federal agencies such as: The Albany Police Department, The Dougherty County Sheriff's Department, The District Attorney's office, The Federal Bureau of Investigations (FBI), The United States Secret Service, The Georgia Bureau of Investigations (G.B.I.), The Georgia State Patrol (G.S.P.), and other State College/University Law Enforcement Agencies. This includes NIMS guidelines, to include intraoperative radio.

Albany State University also 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, Albany Technical College 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 close working relationships with local law enforcement agencies to receive information about incidents involving 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 the campuses. If the ASU Police Department learns more details of criminal activity involving students or student organizations, they 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 institutions 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: <https://www.asurams.edu/Legalaffairs/wp-content/uploads/policies/student-code-of-conduct.pdf>.



ANNUAL SECURITY REPORT

Reporting Crimes and Other Emergencies

Reporting to Albany State University Police

We encourage the college community to report all crimes that occur on the campuses of Albany State University along with all suspicious activities to the Albany State University (ASU) Police Department. The ASU Police Department has a command center housed with dispatchers 24 hours a day for emergency and informational purposes. The **Albany State University Police emergency and non-emergency number is (229) 430-4711**. During regular business days and hours, you can also contact the ASU police at **(229) 500-3072/ 500-3081**. On the Albany State University East campus, the police department is located in the Central Plant location on Joseph Holley Drive across from the Billy C. Black Building. On the West campus, the police department is located in the Technology Building (A) Room 133.

Voluntary and Confidential Reporting

If crimes go unreported, it limits the possibility of helping other members of the community from also becoming victims. We encourage the campus community 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 with the institution or criminal justice system, we ask that you consider filing a voluntary report while maintaining your confidentiality.

The confidential reports allow the institutions to compile accurate records on the number and types of incidents occurring on the campuses. Reports filed in this manner are accounted 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 personal identifying

information private, 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 Police Department's crime reporting line. Our **Crime Rammers Anonymous line is (229) 430-7963**. We can ensure that your information will remain confidential within the ASU police investigations unit.



By policy, we do not attempt to trace the origin of the person who submits this form, unless it is necessary for public safety. Persons may also report crime through the **Albany/Dougherty Crime Stoppers line at (229) 436-TIPS (8477)**.

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

Should an assault or a sexual assault take place, report it to ASU Police immediately. If an assault occurs, please do not disturb the scene by clearing or removing any evidence. It could be detrimental to the case. Notify ASU Police as soon as possible.

Reporting to Other Campus Security Authorities

While the institutions prefer that community members promptly report all crimes and other emergencies directly to the Albany State University Police at **(229) 430-4711 or 911**, we also recognize that some may prefer to report to other individuals or institution offices. The Clery Act recognizes certain institution officials and offices as "Campus Security Authorities (CSA). "The Act defines these individuals as "officials of an institution who have significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, campus judicial proceedings, and faculty advisors to student groups. 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 both campuses have identified several hundred CSAs, we officially designate the following offices as places where campus community members should report crimes:

Official	Campus Address	Phone Number
Student Affairs/Student Life & Activities	East Campus Student Center	229-500-3528
Student Life	East Campus Student Center	229-500-2039
Human Resources	West Campus, K building	229-500-2026
Housing and Residence Life including RA's, GA's, RLC's	East Campus, Hall 3	229-500-2025
Student Conduct	East Campus, Student Center	229-500-2052
Title IX	East Campus, Daisy Brown building	229-500-3302
Student Health Services	East Campus, BCB Suite 138	229-500-3546
Athletics	East Campus Hyper Gym	229-500-2863
Clery Coordinator	West Campus, Police Dept.	229-500-3075, 229-894-0606

Once information is given to a CSA it is deemed reported. The process does not initiate once the police department knows about it, it starts with the Campus Security Authority. Once a report is made to a CSA the information needs to be reported to the Police Department, Title IX Coordinator, the Office of Judicial Affairs, or the Clery Coordinator.

Counselors and Confidential Reporting

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 (CSA's) when they are acting in the counseling role. As a matter of policy, the campus community encourages pastoral and professional counselors to notify those when they are counseling them of the voluntary confidential reporting options available to them.



Emergency Phones

On the Albany State University East campus, there are 32 emergency phones installed throughout the campus, and 34 emergency phones installed throughout the West campus. The phones are located around the academic buildings, public buildings and residence halls.

All of the Emergency Phones are linked to the Albany State University Police Dispatch Command Center.

It's up to Each of Us

The University takes great pride in the community and offers students, faculty, and staff many advantages. This community 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 safe environment on campus.

Though the University is progressive with its policies, programs, and education, it is up to each of us to live with a sense of awareness and use reasonable judgment when living, working, or visiting, on campus.

Though there are many resources available, the campus police department should be notified of any crime whether or not an investigation continues to assure the institutions can assess all security concerns and inform the community if there is a significant threat.

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 of these methods of communication may be activated in the event of an emergency 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, indoor and outdoor sirens, and the public address system on police cars. The institution will also post updates during a critical incident on their homepage at www.asurams.edu and if the situation warrants, the institutions may activate portions of the Emergency Operations Center.

Emergency Notification System

The **Blackboard Connect 5** and **Early Warning Siren System** are in place to notify faculty, staff, students, and visitors of potential disasters, inclement weather, active shooter situations, and any other activities on campus. The system **WILL NOT** be used for routine communications.

Timely Warnings and Emergency Notifications

TIMELY WARNINGS In the event that a serious crime arises, that, in the judgment of the Chief of Police or the College Administration, constitutes an ongoing or continuing threat, a campus-wide "Timely Warning" will be issued. The warnings are sent out as soon as the pertinent information is available. Timely Warnings will be issued in a manner likely to reach the entire campus community, therefore they will be issued through the Connect 5 system to students, faculty, and staff. The message will usually contain guidance about how to avoid victimization and contact information in addition to the actual warning.

Anyone with information warranting a timely warning should report the circumstances to the ASU Police department by phone at **229-430-4711** or in person at the following locations: 504 College Drive Albany, Ga 31705 (Radium Springs, East Campus) or 2400 Gillionville Road Albany, Ga 31707 (Gillionville, West campus).

EMERGENCY NOTIFICATIONS In the event that any significant emergency or dangerous situation occurs involving an immediate threat to the health or safety of students, faculty, and staff on the campus then an "Emergency Notification" will be issued without delay upon confirmation of the emergency by responsible authorities. Notifications can be localized to one area or building, but they may also be issued campus wide. Means of dispersal of the notification will be dependent upon the nature of the emergency.

Steps to Ensure Notification

- Update your information via the ASU Blackboard portal often to receive Connect 5 ASU Emergency Alerts and Timely Warnings.
- 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 Connect 5 system utilizes severe warning sounds that chime and has voice notification options.
- If you experience any problems while logging on to the portal call 229-430-4711 for additional assistance.

Steps to update your portal account <https://asurams.bbcportal.com/> can be found  **(The Campus Alert System Portal).**

ASUCampusAlertSys
temPortalInstruction



Access to University Facilities

On the Albany State University campuses, 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 are limited to those enrolled in the courses meetings there. Many cultural and athletic events held in the University Facilities are open to the public. ***All building key control requests shall go through the facilities management department.***

Consideration for Residence Hall Access:

On the Albany State University campuses, 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 that hall are authorized electronic access entry; the system denies entry to all unauthorized persons. The side doors also have alarms which will activate if the door is left open for an extended amount of time. When a door is malfunctioning, personnel are summoned for an immediate repair.

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

The Albany State University Police increases officer presence in the residence halls after 10pm. Student workers (RA's) are assigned to help monitor their residence halls. There may be staggered holiday schedules put in place to ensure continued monitoring of the buildings. The access doors will remain locked.

Security Considerations for the Maintenance of Campus Facilities

Albany State University is committed to campus safety and security. At all campuses 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. Maps showing the best-lit and most traveled routes across the campuses are available by contacting **Albany State University Police Department at (229) 430-4711**.

Environment Health & Safety, in conjunction with representatives from the Albany State University Police department, conduct surveys of both campus properties twice each year to evaluate campus lighting. On both campuses, there are adequate walkways, parking lots, and roadway lights that provide illumination on campus. We encourage community members to promptly report any security concerns, including concerns about locking mechanisms, lighting, or landscaping to the ASU Police Department.



Campus Security Policies, Crime Prevention, and Safety Awareness Programs

In addition to the many programs offered by the ASU Police Department and other institution offices, both campuses have established a number of policies and procedures related to ensuring a reasonably safe campus community. These 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 consists of the Faculty and Staff to include legal counseling, the Chief of Police, and the 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.

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 Albany State University Police Department 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. Women's Empowerment- 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

Safety Programs:

Albany State University Police, Student Affairs, Housing, Residential Life, and other organizations

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:

- 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 ASU 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, submit a written request at least five (5) working days in advance to the director or coordinator of any programming unit on campus. The Director/Coordinator of the unit will then advise you on the availability of an internal or external instruction.

Safety tips for students:

You should immediately report any crime, suspected crime, suspicious circumstances or person to the 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 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.



Faculty, Staff, and Students Crisis Response

Albany State University has resources and professionals to deal with a crisis that may take place on its campus. The focus is to narrow down the time, focus on intervention, identify the crisis, confront and resolve the crisis, restore equilibrium, and support appropriate adaptive responses.

Suicide Protocol and Procedures

All college and university campuses need to be aware of the need to be prepared to deal with students who are under extreme emotional distress. Some students who are under stress may have suicidal thoughts, or attempt suicide. It is very important that all universities and colleges develop protocols so that the campus can handle crisis situations in a methodical and consistent manner. See full Suicide Protocol [HERE](#).

All procedures **MUST** be followed by the faculty and staff of Albany State University.

1. **Immediately Call 911** and ASU Police Department (ASU PD) (229) 430- 4711

Take any threat of self-harm seriously.

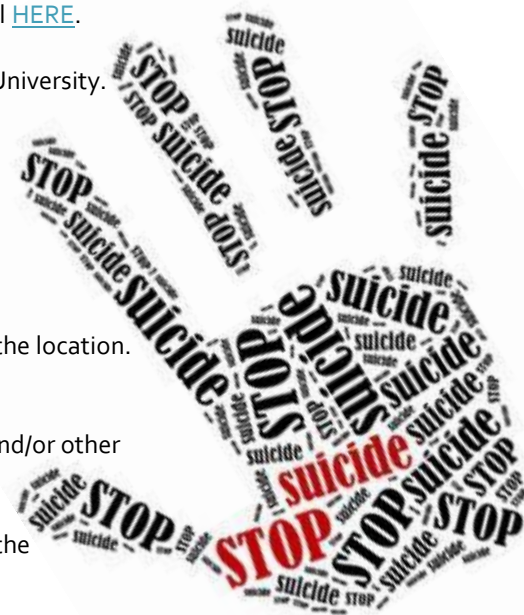
2. Please **remain calm** and **call/send for help**.
3. Please remain with the student until proper authorities arrive to secure the location.
Do Not Leave Person Alone.
4. ASU PD will contact the Counseling Director, and/or Housing Director and/or other resource persons at Albany State University.
5. ASU PD or the Counseling Director will determine who will accompany the student to the medical facility and contact Student Affairs.

If a student needs to be transported to a psychiatric facility for further evaluation, that process will be more productive if the ASU PD or Counseling Director and/or staff contact the facility, either by phone or in person, to give them the information about what has been going on. This information will help the personnel do a better evaluation.

6. ASU PD or the Vice President for Student Affairs will contact family members or the guardian of the student if necessary.

The Counseling Department will provide counseling to those who may have been affected by the events.

7. File a report of incident. It is very important to have proper documentation of the incident.





Missing Person Policy

Introduction

Albany State University (ASU) is committed to creating and preserving a safe and secure environment for its campus constituents. In order to support this commitment, this Policy sets forth rules and procedures to be followed in the event a person who resides in an ASU campus housing facility, is participating in an ASU sponsored activity, and/or is an enrolled student is reported missing.

Purpose

The Clery Act requires institutions that maintain on campus housing facilities to establish policies and procedures to address reports of missing students. Since individuals other than those enrolled in classes at ASU may reside in the campus housing facility, the intent is to cover those persons as well.

Definition

Missing Person: For the purpose of this policy, the term "missing person" generally refers to any person who was residing in an ASU residential facility, participating in an ASU sponsored/sanctioned activity, and/or enrolled as an ASU student at the time he/she is believed to have gone missing.

Scope

This policy outlines the actions which will be taken when a person is reported missing and it is determined the he or she has been missing for 24 hours or greater.

Policy

Members of the University community should immediately report a missing person(s) to the Albany State University Policy Department (ASUPD) by calling 229-430-4711. Within the University, responsibility for investigation of a missing person report rests with the ASUPD. There is no waiting period for reporting a missing person. Responding officers will carefully record and investigate the factual circumstances surrounding the disappearance in accordance with Departmental directives. Particular care will be exercised in instances involving those who may be mentally or physically impaired or others who are insufficiently prepared to care for themselves.

Consistent with the Clery Act, ASU has established the following policy:

Any individual who believes that a currently enrolled ASU student is missing should immediately notify the ASUPD at 29-430-4711. Following receipt of this information, the Department will commence an investigation. Should the investigation result in the conclusion that the student is missing, and has been missing for 24 hours, the Department will notify other law enforcement agencies as appropriate as well as the student's emergency contact within a span of time not to exceed 24 hours from the time the student was determined to be missing. In addition to notifying University police, certain University officials who are deemed Campus Security Authorities (CSAs) by Federal law may be notified when a student is believed to be missing. CSAs include, but are not limited to, the Dean of Students, athletic coaches, and advisors to student organizations, to as well as faculty members. The CSA will promptly notify the University police of the possible missing student. Should the University police investigate and determine that a student is a missing person, the Registrar, dean of students, director of Residence Life, chief of Police or their designee will be immediately notified to verify the appropriate missing person contact information. All students have the option to designate **an emergency contact** who will be notified by ASUPD if the student has been missing for 24 hours.

If the ASUPD, after investigation, determines that any person residing in one of ASU's residential facilities has been missing for 24 hours, the chief of Police or his/her designee will, within 24 hours after making such a determination, notify the missing person's designated contact that the individual is missing. *If the missing person is under the age of 18 and is not emancipated*, the chief of Police or his/her designee will also notify the student's parent or legal guardian within the 24-hour period after the ASUPD has determined that the person is missing in addition to the contact person designated by him or her.

Reports of missing ASU students who do not reside in on-campus housing will be referred by ASUPD to the police department having jurisdiction over the student's local residence, if known, or the student's permanent residence if a local residence cannot be determined. If a student is reported missing while participating in an ASU sponsored/sanctioned event including, but not limited to, global sites or sponsored travel, reporting individuals should contact the ASU Police Department as well as the police department having jurisdiction over the student's last known location.

All students may confidentially identify and register one or more individuals to be contacted if the student is determined to be missing. The contact person may be anyone including, but not limited to, the person the student has otherwise identified as an emergency contact. Students may register and update this contact information on Banner, the student records system each term they are enrolled. Only authorized university officials will have access to the contact information, and it will not be disclosed, except to law enforcement personnel to further a missing person investigation.



Weapons 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)

As of July 1, 2016, the State of Georgia added the following paragraph to Georgia Code 16-11-127.1, permitting possession of certain electroshock devices (Tasers):

“(19) Any person who is 18 years of age or older or currently enrolled in classes on the campus in question and carrying, possessing, or having under such person’s control an electroshock weapon while in or on any building or real property owned by or leased to such public technical school, vocational school, college or university or other public institution of postsecondary education; provided, however, that, is such person makes use of such electroshock weapon, such use shall be in defense of self or others. The exemption under this paragraph shall apply only to such person about such electroshock weapon. As used in this paragraph, the term ‘electroshock weapon’ means any commercially available device that is powered by electrical charging units and designed exclusively to be capable of incapacitating a person by electrical charge, including, but not limited to, a stun gun or Taser as defined in subsection (a) of Code 26 Section 16-11-106.”

HB280

On July 1, 2017 House Bill 280 went into effect which prohibits the Carrying of concealed weapons by anyone including weapons carry License holders, on the following areas of a college campus:

- Buildings or property used for athletic sporting events
- Student housing, including but not limited to dormitories, Fraternity and sorority houses
- Any Preschool or childcare space
- Any room or space used for classes in which high school students are enrolled through a dual enrollment program, including, but not limited to, classes related to the “Move on When Ready Act”
- Any faculty, staff, or administrative offices
- Rooms where disciplinary proceeding are conducted

These excluded areas represent the most “sensitive places” on a college campus.

To read the full text of HB280 [Here](#).



The Office of Student Affairs

The mission of the division of Student Affairs is a mission-driven team that aims to enrich the Golden Ram experience for all students in the Albany State University tradition. Student learning and success is the cornerstone of all we do for you, OUR students. It is our goal to enhance the quality of campus life for all students, employees, parents, and community members, and we do this by incorporating excellence and innovation in the delivery of programs, services, and facilities.

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 institutions. Students residing in institution-based housing may also lose the privilege of living on campus for violating the institution's rules and regulations or conditions of the housing contract.

The Zero Tolerance Policy also governs this office.

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, and gang related activity violation on campus. ASU will also take disciplinary action for many of the violations reported off campus, provided these violations have a connection to the campus. This would include violations that endanger students or may cause harm to the campus community.

Exceptions: HB280

Formal hearing cases are completed:

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. They are designed to promote greater awareness, 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 Division of Student Affairs and Success 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 [Student Affairs](#) home page 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.

The Office of Judicial Affairs has the right to notify parents of judicial incidents and sanctions in accordance with Family Educational Rights and Privacy Act of 1974 (FERPA). As outlined in the Student Code of Conduct, the Judicial Affairs Office will notify your parents or guardians each time you are found to have violated the Student Code of Conduct policies on the use of possession or alcohol or other drugs while under the age of 21. We do not notify guardians of any other violations nor do we send out police reports. In addition, if there is a concern for a student's health or safety, the parents or guardians will be notified.

Albany State 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.

Personal Safety

Theft, disorderly conduct, and alcohol related offenses are very common on college campuses. However, they do not 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.

Freedom of Expression Policy

Albany State University ("ASU") is committed to respecting the First Amendment rights of all individuals, including freedom of speech, freedom of expression, and the right to peaceably assemble.

View the full policy [HERE](#).

Sexual Assault, Domestic Violence, Dating Violence, and Stalking Prevention.....

Albany State University does not tolerate sexual misconduct or abuse, such as sexual assault, rape or any other form of nonconsensual sexual activity. Sexual misconduct in any form violates the Student Code of Conduct, institutional policies, and may also violate Federal and State Laws. Violations of this policy are subject disciplinary sanctions through the Office of Student Ethics and Integrity and/or those outlined in applicable institutional policies. Albany State University has protective measures in place to be sensitive to those who report sexual assault, domestic violence, dating violence, and stalking. Students and employees should contact Human Resources (229) 500- to file a disciplinary complaint or to seek accommodations.

What is Consent?

In Georgia, **Consent** is not defined in reference to sexual activity. However, Albany State University defines Consent as "Words or actions that show a knowing and voluntary willingness to engage in mutually agreed-upon sexual activity." Consent cannot be gained by force, intimidation or coercion, ignoring or acting in spite of objections of another, or by taking advantage of incapacitation. Consent is also, absent when the activity in question exceeds the scope of consent previously given. Past consent does not imply present or future consent. Silence or absence of resistance does not imply consent. Minors under the age of 16 cannot legally consent under Georgia Law.

Defining Sexual Assault, Domestic Violence, Dating Violence, and Stalking

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.

In Georgia **Rape** is defined under O.C.G.A. 16-6-1 as a "male having carnal knowledge of a female forcibly and against her will. Carnal knowledge in rape occurs when there is any penetration of the female sex organs by the male sex organs." The Code recognizes that rape can occur even between spouses so the defendant cannot use the fact that he is married to the person accusing him of rape as a defense. Rape is punishable by death, life imprisonment with or without parole, or a minimum of 25 years imprisonment, followed by probation for life.

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

Domestic Violence includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim.

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

Dating Violence means violence committed by a person who is or has been in a romantic or intimate relationship with the victim.

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

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.

In Georgia, Stalking is defined under O.C.G.A. 16-5-90 as (a) (1) A person commits the offense of stalking

when he or she follows, places under surveillance, or contacts another person at or about a place or places without the consent of the other person for the purpose of harassing and intimidating the other person. For the purpose of this article, the terms "computer" and "computer network" shall have the same meanings as set out in code section 16-9-92; the term "contact" shall mean any communication including without being limited to communication in person, by telephone, by mail, by broadcast, by computer, by computer network, or any other electronic device; and the place or places that contact by telephone, mail, broadcast, computer, computer network, or any other electronic device is deemed to occur shall be the place or places where such communication is received. For the purpose of the article, the term "place or places" shall include any public or private property occupied by the victim other than the residence of the defendant. For the purpose of this article, the term "harassing and intimidating: means a knowing and willful course of conduct directed at a specific person which causes emotional distress by placing such person in reasonable fear for such person's safety or the safety of a member of his or her immediate family, by establishing a pattern of harassing and intimidating behavior, and which serves no legitimate purpose. The Code section shall not be construed to require that an overt threat of death or bodily injury has been made.

Additionally, a person commits the offense of aggravated stalking when such person, in violation of a bond to keep the peace posted pursuant to code section 17-6-110, standing order issued under code section 19-1-1, temporary restraining order, temporary protective order, permanent restraining order, permanent protective order, preliminary injunction, or permanent injunction or condition of pretrial release, condition of probation, or condition of parole in effect prohibiting the harassment or intimidation of another person, broadcasts or publishes, including electronic publication, the

picture, name, address, or phone number of a person for whose benefit the bond, order or condition was made and without such person's consent in such a manner that causes other persons to harass or intimidate such person and the person making the broadcast or publication knew or had reason to

believe that such broadcast or publication would cause such person to be harassed or intimidated by others.

Interim Protective measures (Board of Regents policy 4.1.7.3)

The Title IX Coordinator (CaDedria Hill) or her designee may impose interim protective measures before the final outcome of an investigation and until final resolution of the allegations, if failure to take the interim measures would constitute an immediate threat to the safety and well-being of the alleged victim or other members of the institution, or to ensure equal access to the institution's education programs and activities. Before any such measures are instituted, however, the Title IX Coordinator should, where practicable, provide the respondent with an initial opportunity to respond to the allegations and to the imposition of any interim protective measures specifically.

Imposing interim protective measures does not indicate that a violation of this policy has occurred, and is designed to protect the alleged victim and community, and not to harm the respondent. To the extent interim measures are imposed, they should minimize the burden on both the alleged victim and the respondent, where feasible. Interim measures may include, but are not limited to:

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

An interim suspension should only occur where necessary to maintain safety, and should be limited to those situations where the respondent poses a serious and immediate danger or threat to persons or property. In making such an assessment, the institution should consider the existence of a significant risk to the health or safety of the alleged

victim or the campus community, the nature, duration, and severity of the risk, the probability of potential injury, and whether less restrictive means can be used to significantly mitigate the risk.

Before an interim suspension is issued, the institution must make all reasonable efforts to give the respondent the opportunity to be heard on whether his or her presence on campus poses a danger. If an interim suspension is issued, the terms of the suspension take effect immediately. When requested by the respondent, a hearing to determine whether the intermediate suspension should continue will be held within three (3) business days of the request.

If a victim reports to law enforcement, they may assist them in obtaining the correct documents used to be granted a no-contact/restraining order. Albany State is committed to ensuring that any such order is fully upheld on all institutionally owned and controlled property to protect victims from any further harm.

Victim Confidentiality

Albany State University recognizes the often-sensitive nature of non-consensual sexual contact, domestic violence, dating violence, and stalking incidents. We are committed to protecting the privacy of any individual who makes a report.

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 minimum details, and only when 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.

Conduct Proceeding

Albany State University strictly prohibits all acts of non-consensual sexual contact, domestic violence, dating violence, and stalking. In addition to facing criminal investigation and prosecution, students,

employees and other affiliates may also face disciplinary action by the institutions. Individuals found responsible for having committed such violations face permanent expulsion, termination of employment, suspension and or probation. A panel of at least three members including The Title IX Coordinator or his or her designee will handle incidents involving accused students. The investigator cannot serve on the panel nor can students.

All Conduct proceedings, or measures to determine disciplinary action, whether the conduct is reported to have occurred on campus or in connection with an institution's program or activity, shall provide a prompt, fair, and impartial investigation and resolution. All investigations shall be conducted by officials who have received annual training on the nature of the types of cases they are handling, and how to conduct an investigation in a manner that protects the safety of victims and promotes accountability.

Efforts will be made to complete the investigation within a reasonable timeframe, which will be determined based upon the allegations, availability of witnesses and/or evidence, etc. in a particular case. When the timeframe will extend past the reasonable timeframe, the parties will be informed of the delay and the reason for the delay. The investigator shall keep parties informed of the status of the investigation. 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.

For detailed information about Conduct, proceedings (Investigations, Hearings, Possible Sanctions, and Appeals processes) please consult the ASU Sexual Misconduct policy available at:

<https://www.asurams.edu/administration/title-ix/sexual-misconduct-policy/>.

This policy pertains to sexual misconduct perpetrated against students by USG students, faculty, or staff.

Albany State University also supports and follows the Board of Regents policies on Sexual Misconduct and Student Conduct located in the following sections of the Board of Regents Policy Manual: 4.17 Sexual Misconduct Policy; 4.6.5 Standards for Institutional Student Conduct Investigation and Disciplinary Proceedings. These policies can be viewed in their full text at:

<http://www.usg.edu/policymanual/section4/C327/>

Education and Prevention 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, non-consensual sexual contact, domestic violence, dating violence, and stalking before it occurs. The approach used includes a clear statement that Albany State University prohibits such acts, their definitions, 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 but are not limited to:

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

Bystander Intervention programs refer to cases in which individuals witness and offer any means of help to a victim when other people are present. Due to five characteristics, bystanders go through cognitive and behavioral processes;

1. They notice that something is going on
2. They interpret the situation as being an emergency
3. They feel a degree of responsibility
4. They offer some form of assistance
5. They implement the action of choice

Primary Prevention programs 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.

Risk Reduction programs focus on the victim and target potential victims or bystanders. Strategies and tactics are learned to use "in the moment" should an attack or an event that involves non-consensual sexual contact takes place.

On-going Prevention programs are those that are continuous implemented to prevent dating violence, domestic violence, events that involve non-consensual sexual contact, and stalking.

Awareness Campaigns or Programs influence insight and promote awareness about a particular issue or cause. Campaigns are often the first step to introduce the campus community to a new service, staff member, program, or facility.

Reporting an Incident

If a student, faculty, staff, or visitor has been the victim of an incident of non-consensual sexual contact, 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**. On the Albany State University East campus, the Police Department is located at 111 Joseph Holley Drive, Albany GA. On the Albany State University West campus, the Police Department is located at 2400 Gillionville Road, Albany Ga in Building A – Technology Building, Room 133. The Title IX Coordinator, CaDedria D. Hill can be reached at **229-500-3302**, and is located in the Daisy Brown building on the East campus. In case of an emergency or ongoing threat, please get to a safe location and call 911. Local police may be contacted at 229-431-2100/2132 and are located at 201 W. Oglethorpe Blvd. Albany, GA.

Procedures Victims Should Follow

If an incident of non-consensual sexual contact, 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 non-consensual sexual contact should not wash, douche, use the restroom, or change clothing prior to a medical exam – which is important 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

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



CaDedria Hill
Title IX Coordinator

Position/ Titles	Phone numbers
Chief of Police	229-500-3076
Anonymous Tip Line	229-430-7963
Title IX Coordinator	229-500-3302
Disability/Counseling Center	229-500-2013
Student Health Services	229-500-3546
Residence Hall Staff	229-500-2025
Student Affairs/Success	229-500-2039
Phoebe Putney Hospital	229-312-1000

VICTIM/WITNESS ASSISTANCE (District Attorney's Office) 229-438-3985

Advocates for Victim's Rights offering physical & Emotional support/Help with Victim's Compensation forms/Victim Impact Settlements/ Testimonies/Resources/Liaison for victims in the Judicial System/Emergency TPO's.

LIBERTY HOUSE "24 Hour Crisis Line" 229-439-7065

Shelter/legal advocacy & outreach services for victims of domestic violence & their children/Assistance with TPO's/Emotional Support/Financial Aid & Relocation. (Accepts male children up to age 17). Transportation to shelter provided by Sheriff's Office.

OPEN ARMS 229-431-1121

Counseling for children & adults in crisis/The Bridge House

LILYPAD "24 Hour Crisis Line" 229-435-0074

Taped forensic interviews of abused/neglected children 18yrs & under/Counseling for children & adults in crisis/CASA-Court Appointed Special Advocates/BBCSA-Bob Boren Center for Sexual Assault/Research & Education Center/Rape Crisis Advocacy/Fire Fly House Child Advocacy Center/Counseling Referrals

ALBANY AREA COMMUNITY SERVICE BOARD (Aspire Mental Health Clinic) 229-430-4140

Counseling/Mental Health Services/28-Day Detoxification/Kids Can Program/Out-Patient

Alcohol & Substance Abuse Program/Anger Management Program

FAMILY ADVOCACY PROGRAM – (MCLB) 229-639-5252

Services for military members (active & retired) and military dependents.

MAGISTRATE COURT 229-431-3216

Good Behavior Warrants/Eviction Orders/Domestic/None-Domestic TPO's

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 Albany State University, will assist the individual with making these changes, as long as they are reasonably available.

Sex offender Registry

Any information regarding sex offenders in the Dougherty County area can be found at:

<https://gbi.georgia.gov/georgia-sex-offender-registry>.

Registered Sex offenders are required under State law to provide notice of their enrollment or employment at any institution of higher learning in the state where he/she resides.

Policies Specific to Faculty, Staff, and Students

As an institution of higher education, Albany State University is committed to supporting and complying with the Drug Free Schools and Communities amendment act of 1989. The law under this act covers both drugs and alcohol, and relates to faculty, staff, and students therefore the entire campus community is mandated to comply. 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 institution-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.

University Disciplinary Sanctions for employees include the possibility of dismissal from the University and receiving a felony or misdemeanor drug or alcohol conviction. An employee must notify his or her supervisor of any criminal drug conviction for violation occurring in the University workplace no more than five (5) days after such conviction. An employee may also be required to participate in a drug abuse or drug rehabilitation program. All alcohol crimes are subject to be investigated and prosecuted by the Albany State University Police in occurrence with Georgia Law.

University Disciplinary Sanction for students include sanctions and disciplinary actions outline in the Student Code of Conduct in addition to penalties resulting from violating local, state, or federal laws. These sanctions are as follows: disciplinary warning, disciplinary probation, suspension, or expulsion. Students residing in campus 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. This is designed to promote greater awareness, improved decision-making for students, and further deter future misconduct.

Alcohol Policy

Albany State University will comply will all federal, state, and local laws including policies mandated by the Board of Regents of the University System of Georgia. The legal drinking age in the state of Georgia is 21. 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 alcohol 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.

Drug Policy

Albany State University does not permit or condone the illegal possession, sale, and/or use of controlled substances. Controlled substances means any drug, substance, or immediate precursor included in the definition of controlled substance in the Official Code of Georgia section 16-13-21 (4) or Schedule I through V of Section 202 of the Federal Controlled Substance Act (21 United States Code 812). Albany State University Police have the authority and will enforce all local, state, and federal laws regulating gal drugs and the unlawful possession, use and sale of drugs.

Georgia Law Codes Reference

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). In addition, 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 does not 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, manufacturing, etc., of certain controlled substances

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.

Sources for Crime Statistics

Albany State University Police Department 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 campuses are open. 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 most current information is available on the website at www.asurams.edu. Upon request, at 111 Joseph Holley Drive (ASU East), Albany GA as well on the 2400 Gillionville Road, Building A, room 133 (ASU West), Albany, GA. a copy of any maintained Daily Crime and Fire Log will be made available for viewing, within 48 hours of notice.

Offense Definitions

Per the Clery Act, crimes are classified based on the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting (UCR) Handbook. For sex offenses only, the definitions used are from the FBI's National Incident-Based Reporting System (NIBRS edition of the UCR. Hate crimes are classified according to the FBI's Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Guide for Hate Crime Data Collection. Although the law states that institutions must use the UCR for defining and classifying crimes, it doesn't require Clery Act crime reporting to meet all UCR standards.

Murder/Manslaughter by Negligence – Murder - The willful killing of one human being by another.

Manslaughter by Negligence - is the killing of another 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.

Sexual Assault — In Georgia, Sexual Assault is defined under OCGA § 16-6-5.1 as "sexual contact" is that is perpetrated by "a person who has supervisory or disciplinary authority over another individual."

Rape — The penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females."

Fondling - the touching of private parts of another person for the purposes 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.

Statutory Rape — Sexual intercourse with a person who is under the age of consent.

Incest - Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

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

Burglary – The unlawful entry of a structure to commit a felony or a theft. The UCR classifies offenses locally known as Burglary (any degree); unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts at these offenses as Burglary.

Motor Vehicle Theft – The theft or attempted theft of a motor vehicle.

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

Larceny/Theft—the unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another.

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

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

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

Hate Crimes – any of the aforementioned offenses, larceny, simple assault, intimidation and vandalism reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias. Categories of bias are:

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

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

Gender Identity - A preformed negative opinion or attitude towards a person or a group of persons based on their actual or perceived gender identity.

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

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

Ethnicity – A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term race in the "race" refers to grouping based mostly upon biological criteria, while "ethnicity" also encompasses additional cultural factors.

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

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

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

Domestic Violence -

A felony or misdemeanor crime of violence committed by:

- A current or former spouse or intimate partner of the victim,
- A person with whom the victim shares a child in common
- A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner,
- A person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies (under VAWA), or
- Any other person against an adult or youth victim who is protected from that person’s
- Acts under the domestic or family violence laws of the jurisdiction.

Dating Violence

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

Stalking

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- Fear for his or her safety or the safety of others: or
- Suffer substantial emotional distress

Liquor Law Violations

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

Drug Law Violations

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

Weapons Law Violations

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

Geographic Definitions

On campus

Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls; and

Any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or other retail vendor).

Non-campus Building or Property

Any building or property owned or controlled by a student organization that is officially recognized by the institution; or

Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students and is not within the same reasonable contiguous geographic area of institution.

Public Property

All public property (including thoroughfares, streets, sidewalks, and parking facilities) that is within the campus, or immediately adjacent to and accessible from the campus.

Unfounded Crimes- An institution may withhold, or subsequently remove, a reported crime from its crime statistics in the rare situations where sworn or commissioned law enforcement personnel have fully investigated the reported crime and, based on the results of this full investigation and evidence, have made a formal determination that the crime report is false or baseless and therefore “unfounded.” Only sworn or commissioned law enforcement personnel may “unfound” a crime report for purposes of reporting under this section. The recovery of stolen property, the low value of stolen property, the refusal of the victim to cooperate with the prosecution, and the failure to make an arrest do not “unfound” a crime report.

Albany State University East Campus Crime Stat Information

The ASU crime statistic chart shown below are also posted on the [ASU PD website](#).

Offense	Year	On Campus	Residential Facility	Non Building Property	Campus or	Public Property
Criminal Homicide						
<i>Murder and Non Negligent Manslaughter</i>	2016	0	0	0		0
	2017	0	0	0		0
	2018	0	0	0		0
<i>Manslaughter by Negligence</i>	2016	0	0	0		0
	2017	0	0	0		0
	2018	0	0	0		0
Sex Offenses						
<i>Rape</i>	2016	2	2	0		0
	2017	4	4	0		0
	2018	6	6	0		0
<i>Fondling</i>	2016	3	2	0		0
	2017	0	0	0		0
	2018	0	0	0		0
<i>Statutory Rape</i>	2016	0	0	0		0
	2017	0	0	0		0
	2018	0	0	0		0
<i>Incest</i>	2016	0	0	0		0
	2017	0	0	0		0
	2018	0	0	0		0
Robbery	2016	0	0	0		0
	2017	0	0	0		0
	2018	1	1	0		0
Aggravated Assault	2016	0	0	0		0
	2017	1	1	0		0
	2018	2	1	0		0
Burglary	2016	3	3	0		0
	2017	13	13	0		0
	2018	7	7	0		0
Motor Vehicle Theft	2016	0	0	0		0
	2017	1	0	0		0
	2018	0	0	0		0
Arson	2016	0	0	0		0
	2017	0	0	0		0
	2018	0	0	0		0

		Arrest				
Other Offenses	Year	On Campus	Residential Facility	Non Building Property	Campus or	Public Property
Liquor Law Violations	2016	1	0	0		0
	2017	17	17	0		0
	2018	17	17	0		0
Drug Abuse Violations	2016	23	20	0		0
	2017	12	7	0		1
	2018	35	27	0		3
Illegal Weapons Possession	2016	0	0	0		0
	2017	1	1	0		0
	2018	8	6	0		0
		Judicial Referral				
Other Offenses	Year	On Campus	Residential Facility	Non Building Property	Campus or	Public Property
Liquor Law Violations	2016	11	8	0		0
	2017	30	29	0		0
	2018	32	32	0		0
Drug Abuse Violations	2016	3	4	0		0
	2017	15	15	0		0
	2018	36	36	0		1
Illegal Weapons Possession	2016	0	1	2		0
	2017	0	0	0		0
	2018	1	1	0		0
VAWA Amendment Offenses	Year	On Campus	Residential Facility	Non Building Property	Campus or	Public Property
Dating Violence	2016	16	11	0		1
	2017	7	5	0		0
	2018	4	4	0		0
Domestic Violence	2016	1	0	0		0
	2017	0	0	0		0
	2018	0	0	0		0
Stalking	2016	4	2	0		0
	2017	1	0	0		0
	2018	1	0	0		0

Hate Crimes: 2016: No Hate Crimes reported.
2017: No Hate Crimes reported.
2018: No Hate Crimes reported.

Unfounded Crimes: 2016: One Unfounded Crime.
2017: One Unfounded Crime.
2018: Two Unfounded Crimes.

Albany State University West Campus Crime Stat Information

Offense	Year	On Campus	Residential Facility	Non Building Property	Campus or Public Property
Criminal Homicide					
<i>Murder and Non Negligent Manslaughter</i>	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
<i>Manslaughter by Negligence</i>	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
Sex Offenses					
<i>Rape</i>	2016	1	0	0	0
	2017	1	1	0	0
	2018	0	0	0	0
<i>Fondling</i>	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
<i>Statutory Rape</i>	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
<i>Incest</i>	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
Robbery	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
Aggravated Assault	2016	0	0	0	0
	2017	1	0	0	0
	2018	0	0	0	0
Burglary	2016	3	2	0	0
	2017	5	3	0	0
	2018	0	0	0	0
Motor Vehicle Theft	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
Arson	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0

		Arrest				
Other Offenses	Year	On Campus	Residential Facility	Non Building Property	Campus or	Public Property
Liquor Law Violations	2016	15	26	0		0
	2017	5	5	0		0
	2018	6	6	0		0
Drug Abuse Violations	2016	5	5	0		0
	2017	19	16	0		1
	2018	11	11	0		0
Illegal Weapons Possession	2016	1	1	0		0
	2017	2	2	0		0
	2018	5	5	0		0
		Judicial Referral				
Other Offenses	Year	On Campus	Residential Facility	Non Building Property	Campus or	Public Property
Liquor Law Violations	2016	2	0	0		0
	2017	5	3	0		0
	2018	6	6	0		0
Drug Abuse Violations	2016	7	5	0		0
	2017	10	9	0		0
	2018	16	16	0		0
Illegal Weapons Possession	2016	0	0	0		0
	2017	0	0	0		0
	2018	2	2	0		0
VAWA Amendment Offenses	Year	On Campus	Residential Facility	Non Building Property	Campus or	Public Property
Dating Violence	2016	6	5	0		0
	2017	1	1	0		0
	2018	0	0	0		0
Domestic Violence	2016	0	0	0		0
	2017	1	0	0		0
	2018	0	0	0		0
Stalking	2016	1	1	0		0
	2017	1	1	0		0
	2018	2	0	0		0

Hate Crimes: 2016: No Hate Crimes reported.
2017: No Hate Crimes reported.
2018: No Hate Crimes reported.

Unfounded Crimes: 2016: No Unfounded Crimes.
2017: No Unfounded Crimes.
2018: No Unfounded Crimes.

Albany State University Cordele Campus Crime Stat Information

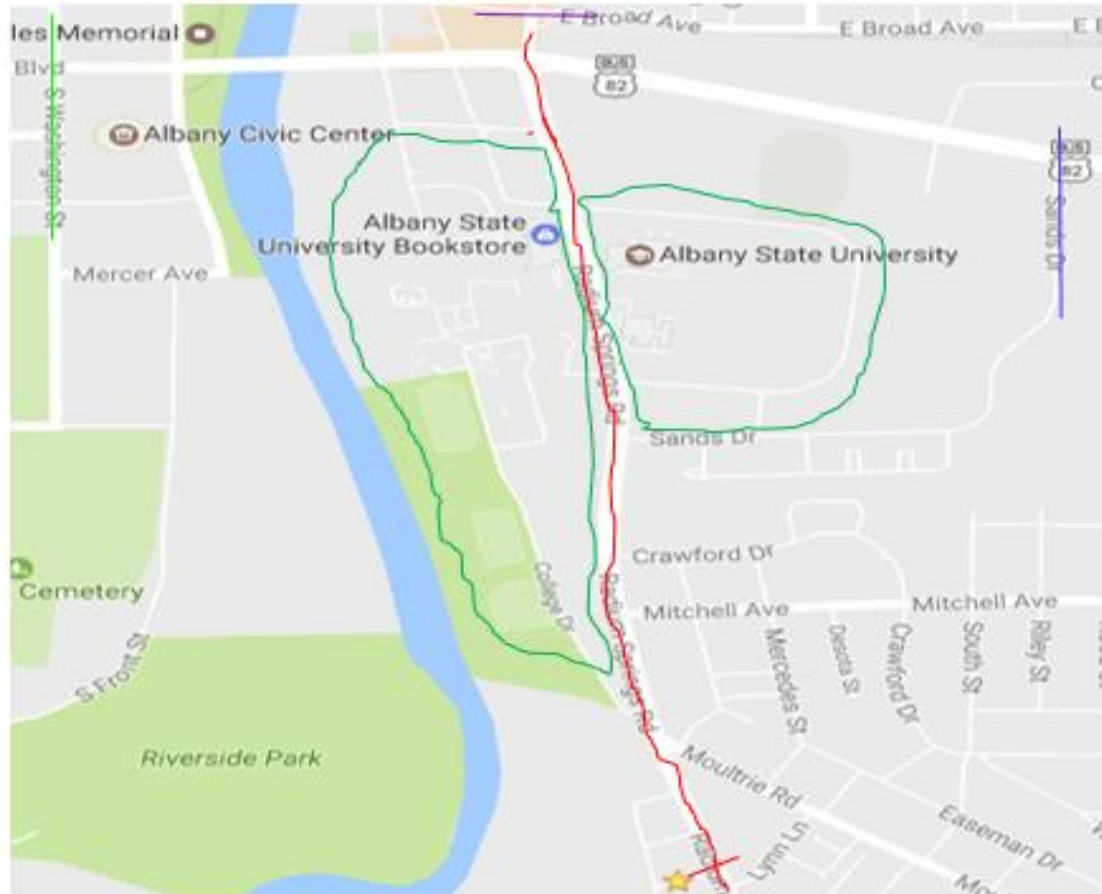
Offense	Year	On Campus	Residential Facility	Non Building Property	Campus or Public Property
Criminal Homicide					
<i>Murder and Non Negligent Manslaughter</i>	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
<i>Manslaughter by Negligence</i>	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
Sex Offenses					
<i>Rape</i>	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
<i>Fondling</i>	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
<i>Statutory Rape</i>	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
<i>Incest</i>	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
Robbery	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
Aggravated Assault	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
Burglary	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
Motor Vehicle Theft	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
Arson	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0

		Arrest				
Other Offenses	Year	On Campus	Residential Facility	Non Building Property	Campus or	Public Property
Liquor Law Violations	2016	0	0	0		0
	2017	0	0	0		0
	2018	0	0	0		0
Drug Abuse Violations	2016	0	0	0		0
	2017	0	0	0		0
	2018	0	0	0		0
Illegal Weapons Possession	2016	0	0	0		0
	2017	0	0	0		0
	2018	0	0	0		0
		Judicial Referral				
Other Offenses	Year	On Campus	Residential Facility	Non Building Property	Campus or	Public Property
Liquor Law Violations	2016	0	0	0		0
	2017	0	0	0		0
	2018	0	0	0		0
Drug Abuse Violations	2016	0	0	0		0
	2017	0	0	0		0
	2018	0	0	0		0
Illegal Weapons Possession	2016	0	0	0		0
	2017	0	0	0		0
	2018	0	0	0		0
VAWA Amendment Offenses	Year	On Campus	Residential Facility	Non Building Property	Campus or	Public Property
Dating Violence	2016	0	0	0		0
	2017	0	0	0		0
	2018	0	0	0		0
Domestic Violence	2016	0	0	0		0
	2017	0	0	0		0
	2018	0	0	0		0
Stalking	2016	0	0	0		0
	2017	0	0	0		0
	2018	0	0	0		0

Hate Crimes: 2016: No Hate Crimes reported.
2017: No Hate Crimes reported.
2018: No Hate Crimes reported.

Unfounded Crimes: 2016: No Unfounded Crimes.
2017: No Unfounded Crimes.
2018: No Unfounded Crimes.

Albany State University East Campus Clery Geographical Map



Red- Public

Green- On Campus

Boundaries

North- Broad Avenue

South- Richard Avenue

East- Sands Drive

West- South Washington Street

A map of the Albany State University West Campus area. The campus is outlined in green and includes the Cavalier Arena, several green rectangular fields, and various roads like Garrisonville Rd, Campus Rd, and Darton Ln. Surrounding areas include Walmart Neighborhood Market, McDonald's, Dork's College Textbooks, and other local businesses. A red line indicates the location of the 'College Park Apartments' near the Rental Depot. The map also shows major roads like S Westover Blvd and US Highway 214.

Green- On Campus

North- Ivey's Outdoor & Farm Supply
South- Dollar General
East- College Park Apartments
West- Dork's College Textbooks

Albany State University's Annual Fire 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.

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 Drills- 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 residence halls on both campuses have emergency evacuation plans and conduct fire drills twice a semester (September, November, February, and April) during the school year to allow occupants to become familiar with and practice their evacuation skills.

Albany State University have been leaders 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 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 both institutions 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 Policies and Guidelines to help promote a safe living and work environment at all University locations.

Fire Safety Education and Training Programs for Students, Faculty and Staff

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

What to Bring and What not to Bring

(4.06) COMBUSTIBLES

The use or possession of fireworks, other explosive, combustible materials and/or potentially harmful chemicals in the residence halls/apartments/suites or the immediate vicinity thereof is prohibited. Candles, oil lamps, incense, matches, torches and any other open flame devices are also prohibited.

(4.07) ELECTRICAL OUTLETS AND SMALL APPLIANCES

- Electric wall sockets are designed to handle only two residential type plug-in devices. Do not overload electrical circuits. It can cause fire and is prohibited.
- All electrical devices should be UL tested and safe. Approved surge protector power strips are permitted and recommended.
- Wattage and usage must be approved by the GARD or HM of these buildings.
- Hot plates, grills, toaster ovens & deep fryers are not permitted.
- Please see "What to Bring and What not to Bring" for other items prohibited in the residence halls.

For more information go to: <https://www.asurams.edu/student-affairs/campus-housing/what-to-bring/>.

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 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. Albany State University Police Department | 229-430-4711 |
| 2. Albany Fire Department | 911 |
| 3. Albany Police Department | 229-431-2100 |
| 4. Housing Staff and Office | 229-500-2025 |

Fire Statistics for Albany State University's Student Housing

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	2016	0	N/A	N/A	N/A	0	0	0
	2017	0	N/A	N/A	N/A	0	0	0
	2018	0	N/A	N/A	N/A	0	0	0
East Hall 504 College Drive	2016	0	N/A	N/A	N/A	0	0	0
	2017	0	N/A	N/A	N/A	0	0	0
	2018	0	N/A	N/A	N/A	0	0	0
North Hall 504 College Dr.	2016	0	N/A	N/A	N/A	0	0	0
	2017	0	N/A	N/A	N/A	0	0	0
	2018	0	N/A	N/A	N/A	0	0	0
Hall 1 504 College Dr.	2016	0	N/A	N/A	N/A	0	0	0
	2017	0	N/A	N/A	N/A	0	0	0
	2018	0	N/A	N/A	N/A	0	0	0
Hall 2 504 College Dr.	2016	0	N/A	N/A	N/A	0	0	0
	2017	0	N/A	N/A	N/A	0	0	0
	2018	0	N/A	N/A	N/A	0	0	0
Hall 3 504 College Dr.	2016	0	N/A	N/A	N/A	0	0	0
	2017	1	N/A	N/A	N/A	0	0	0
	2018	0	N/A	N/A	N/A	0	0	0
Hall 4 504 College Drive	2016	0	N/A	N/A	N/A	0	0	0
	2017	0	N/A	N/A	N/A	0	0	0
	2018	0	N/A	N/A	N/A	0	0	0
Hall 5 504 College Drive	2016	0	N/A	N/A	N/A	0	0	0
	2017	0	N/A	N/A	N/A	0	0	0
	2018	0	N/A	N/A	N/A	0	0	0
Hall 6 504 College Drive	2016	0	N/A	N/A	N/A	0	0	0
	2017	0	N/A	N/A	N/A	0	0	0
	2018	0	N/A	N/A	N/A	0	0	0
Wiley Hall 504 College Drive	2016	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	2017	0	N/A	N/A	N/A	0	0	0
	2018	0	N/A	N/A	N/A	0	0	0

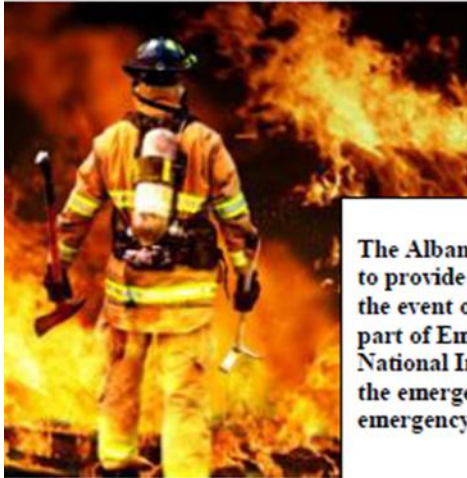
Residential Facilities	Year	# of Fires	Date	Time	Cause of Fire	# of Injuries that Required Treatment at a Medical Facility	# of Deaths Related to a Fire	Value of Property Damage Caused by Fire
Gibson Hall 504 College Drive	2016	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	2017	0	N/A	N/A	N/A	0	0	0
	2018	0	N/A	N/A	N/A	0	0	0
Darton Commons 260 Foundation Ln. Albany, Ga 31707	2016	0	N/A	N/A	N/A	0	0	0
	2017	0	N/A	N/A	N/A	0	0	0
	2018	0	N/A	N/A	N/A	0	0	0

Darton Village South 2657 Herbert Haley Rd. Albany, Ga 31707	2016	0	N/A	N/A	N/A	0	0	0
	2017	0	N/A	N/A	N/A	0	0	0
	2018	0	N/A	N/A	N/A	0	0	0

Description of ASU's On-Campus Student Housing Fire Safety System

Residential Facilities	Number of Floors	Fire Alarm Monitoring Done On Site (by ASU PD)	Full Sprinkler System	Sprinkler 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
Darton Commons	3		X		X	X	X
Darton Village South	3		X		X	X	X

Albany State University Building Evacuation and Shelter in Place Plan



The Albany State University Evacuation Plan is designed to provide guidance for the ASU Campus Community in the event of a crisis on campus. The plan will be used as part of Emergency Operations in conjunction with the National Incident Management System (NIMS). NIMS is the emergency guidelines which is used by multiple emergency responders.

FIRE

TORNADO

HURRICANE

MAN-MADE DISASTER



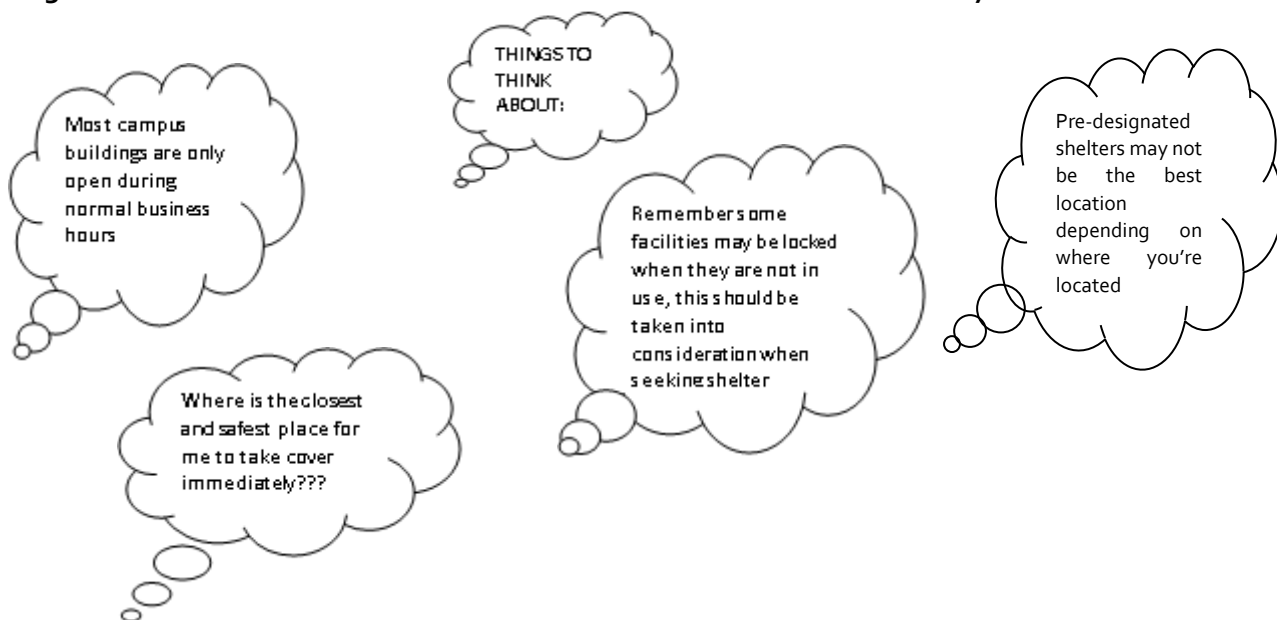
Evacuation and Shelter

The evacuation/shelter plan is to be implemented upon notification from the Police Department. In the event of building evacuation, all students, faculty, staff and visitors are to proceed to the nearest exit (if not obstructed) and meet at the designated areas and remain until accounted for by a designee. In the event of a tornado warning or severe weather conditions, all students, faculty, staff and visitors are to proceed to the designated shelters within each facility on campus and remain until accounted for or conditions permit departure. Detailed list on next page.

- During a contained incident, local law enforcement and fire departments will provide evacuation and search and rescue services, as resources allow. Other organizations may provide assistance, including health, engineering, and local organizations, such as the American Red Cross.
- In a large scale incident, local fire and law enforcement capability may be overwhelmed due to evacuation and emergency search and rescue operations.

The following shelter list can be altered to fit circumstances. If by any chance students, faculty, or staff are unable to locate a designated shelter, seek shelter in place. Always stay clear of windows, go to the lowest level, and do not use elevators. Bathrooms and hallways are also a good option.

Pre-designated Shelters are used when conditions aren't inclement and time is on your side.



	Location	Evacuation	Shelter
East ASU Campus Upper Campus	ASU Early Learning Center	Occupants should exit the building and assemble across the street in the west parking area of the Hyper Gym	Occupants should assemble in the hallways and bathrooms without windows . Stay away from doors and windows
	Billy C. Black Building	Occupants should exit the building and assemble in the BCB parking area located on the east side of the building.	Occupants should assemble in Rooms 141, 143 or 150(Auditorium) - Predesignated Shelter all located on the first floor.
	Central Energy Plant (CEP) ASU Police Department	Occupants should exit the facility and assemble in BCB parking area.	Occupants should assemble in either the restrooms and or rooms 105,110 and 112.
	Health and Physical Education Building (HYPER)	Occupants should exit the building and assemble in the student parking area located on the east side of the building.	Occupants should assemble in the locker rooms and the sports medicine or weight room.
	Lovett Hall	Occupants should exit the building and assemble on the grassy area south of the building near North Joseph Holley Drive.	Occupants should assemble in the bathrooms and the Kitchen area . If you are in the west or east locker rooms, remain there until an "All Clear" notice has been given.
	The Quarterback Club	Occupants should exit the building and assemble on the grassy areas south of the building near North Joseph Holley Drive.	Occupants should assemble in both bathrooms or in the storage room by the kitchen area.
Lower Campus	Daisy Brown Building	Occupants should proceed to the Pedestrian Mall Area	Occupants should assemble in the office spaces 103,104 and 105 or the bathrooms of the facility.

	Location	Evacuation	Shelter
Lower Campus	Harnett Hall (Criminal Justice)	Occupants should exit the building and assemble in the large parking area in front of the Harnett Hall Building.	Occupants should assemble in the auditorium located on the first floor of the building, room 111. The bathrooms are also suitable for shelter.
	James Pendergrast Memorial Library	Occupants on the first floor of the library should proceed to the parking lot area on the north side of the Pedestrian Mall. Occupants on the second and third floors should proceed to the parking lot area on the southeast side of the building near the main entrance	Occupants should assemble in the first floor auditorium (room 114).
	Military Science Facility: ROTC	Occupants should exit the building and assemble in the parking lot in the front of the R.O.T.C. building.	Occupants should assemble in the classrooms or the bathrooms
	Orene Hall	Occupants should proceed out of the facility and assemble in the parking lot area located on the north side of the facility.	Occupants in the building should assemble in the basement of the facility located in the rear of the building
	Peace Hall	Occupants should exit the facility and assemble in the parking lot area in front of Sanford Hall.	Occupants should assemble in conference room of the facility room 127 or first floor office spaces on the east end of the hallway.

	Location	Evacuation	Shelter
Lower Campus	Reese Building	Occupants should exit the building and assemble in the parking lot area near the track.	Occupants should assemble in the post office located on the first floor . The bathroom is also suitable for shelter
	Sanford Gym	Occupants should exit the building and assemble in the parking lot area near the track.	Occupants should assemble in the meeting rooms located around the south entrance .
North Campus	Facilities Management	Occupants should exit the building and assemble in the large parking area located across from Simmons Hall.	Occupants should assemble in the back hallway bathrooms and office spaces rooms 104, 105, 106, 116 and 117 .
	New Student Center	Occupants should exit the building and assemble in the Pedestrian Mall area if on the first floor. Occupants on the second floor should exit the building and assemble in the Residence Hall 3 parking area.	Occupants on the first floor should assemble in the restrooms. Occupants on the second floor should assemble in the following areas: Dining Hall area room 123, 124, hallway area of the ballroom, hallway area 169, staging area 133,175,176 and formal meeting area .
	Old Presidents House	Occupants should proceed to the rear parking area of the facility.	Occupants should assemble in the kitchen and/or bathroom of the facility.
	Simmons Hall	Occupants should exit the building and assemble in the large Simmons parking area in front of the building.	Occupants should assemble in the auditorium located on the first floor if the building room 101 or rooms 103,111 and 112 .

	Location	Evacuation	Shelter
North Campus	Chilaca's (Hall 4)	Occupants should exit the building and assemble in Residence Hall 3 parking area.	Occupants should assemble in the storage rooms .
	South Residence Hall	Occupants should exit the building and assemble in the ROTC parking lot.	Occupants should assemble in the hallways of the first floor of the facility . Close all doors and windows. Do not remain in rooms with exposed windows. Bathrooms are also suitable for shelter.
	Residence Halls 1 & 2	Occupants should exit the building and assemble in the east parking area of the Pendergrast Library near Radium Springs Road.	Occupants should assemble in the hallways of the first floor of the building . Close all doors and windows. Do not remain in upper floor rooms. Stay away from rooms with exposed windows. First floor rooms without windows and bathrooms are most suitable for shelter.
	Residence Halls 3 & 4	Occupants should exit the building and assemble in Residence Hall 3 parking area and on the south side roadway grassy area and the gravel parking area.	Occupants should assemble in the hallways of the first floor of the building . Close all doors and windows. Do not remain in the upper floor rooms. Stay away from rooms with exposed windows. First floor rooms without windows and bathrooms are most suitable for shelter.

	Location	Evacuation	Shelter
North Campus	Wiley and Gibson Hall	Occupants should exit the building and assemble in the parking lot near Daisy Brown Building.	Occupants should assemble in the hallways of the first floor of the building . Close all doors windows. Do not remain in offices with exposed windows.
	East Resident Hall	Occupants should exit the building and assemble in the South ROTC parking lot.	Occupants should assemble in the hallways of the first floor of the facility . Close all doors and windows. Do not remain in rooms with exposed windows. Bathrooms are also suitable for shelter.
	North Residence Hall	Occupants should exit the building and assemble in the ROTC parking lot.	Occupants should assemble in the hallways of the first floors of the building . Close all windows and doors. Do not remain in the rooms with exposed windows. Bathrooms are also suitable for shelter.
	Residence Halls 5 & 6	Occupants should exit the building and assemble in the residence student parking area and the overflow parking area (East parking).	Occupants should assemble in hallway of the first floor of the building . Close all doors and windows. Do not remain on the upper floors. Stay away from rooms with exposed windows. First floor rooms without windows and bathrooms are most suitable for shelter.

	Location	Evacuation	Shelter
West ASU Campus	Building A- Technology/Computer Lab	Proceed North of A Building to the grassy area at the far end of the loop.	Occupants should assemble in the hallways of the first floor of the facility. Close all doors and windows. Do not remain in rooms with exposed windows. Bathrooms are also suitable for shelter.
	Building B- Math and Dental Hygiene	Proceed south across the student parking lot to the grassy area.	Occupants should assemble in hallway of the first floor of the building. Close all doors and windows. Do not remain on the upper floors. Stay away from rooms with exposed windows. First floor rooms without windows and bathroom are most suitable for shelter.
	Building C- Student Center	Proceed south across the student parking lot to the grassy area.	Occupants on the first floor should assemble in the restrooms. Occupants on the second floor should assemble in the following areas: Dining Hall hallway area of the ballroom.
	Building D- Plant Operations	Proceed north of the Plant Operations building to the grassy area across the parking lot.	Occupants should assemble in the bathrooms.

	Location	Evacuation	Shelter
	Building E- Physical Education	Proceed southwest of E building to the tennis courts.	Occupants should assemble in the locker rooms and the sports medicine or weight room.
	Building F- Arts and Humanities	Proceed northwest of F Building and west of the library to the grassy area.	Occupants should assemble in hallway of the first floor of the building. Close all doors and windows. Do not remain on the upper floors. Stay away from rooms with exposed windows. First floor rooms without windows and bathroom are most suitable for shelter.
	Building G- Library and Testing Center	Proceed to the west side of the G building to the grassy area behind the library facing the gym side (200 feet from the building).	Occupants should assemble in the back hallway, bathrooms, and office spaces.
	Building H- Warehouse	Proceed to the southeast corner of the parking lot located to the east of the warehouse (graveled covered parking lot).	Occupants should assemble in the bathrooms.
	Building I- Business and Social Science	Proceed north of I building across the faculty parking lot and to the grassy area.	Occupants should assemble in hallway of the first floor of the building. Close all doors and windows. Stay away from rooms with exposed windows.

	Location	Evacuation	Shelter
	Building J- Allied Health	Proceed east of J building and cross the access road.	Occupants should assemble in the first floor auditorium.
	Building K- Academic Services	Proceed north of K building across the faculty parking lot and to the grassy area.	Occupants should assemble in the hallways of the first floor of the building. Close all doors windows. Do not remain in offices with exposed windows.
	Building L- Nursing	Proceed to the front lawn (west side) of the Nursing building	Occupants should assemble in the first floor auditorium.
	Building M- Bookstore	Proceed south across the student parking lot to the grassy area.	Occupants should assemble in the rear office.
	West Commons	Proceed to east side of building (by woods).	Occupants should assemble in the hallways of the first floor of the building. Close all doors windows. Do not remain in offices with exposed windows. Bathroom also suitable for shelter.
	Village South (West)	Proceed to grass area located near northeast corner of Foundation Lane.	Occupants should assemble in the hallways of the first floor of the building. Close all doors windows. Do not remain in offices with exposed windows. Bathrooms also suitable for shelter.

	Location	Evacuation	Shelter
New Fine Arts Building East Campus	First Floor	Exits are located in each corner of the building. Proceed into the parking lot	Occupants should assemble in hallway. First floor rooms without windows and bathroom are most suitable for shelter.
	Second Floor	Take nearest exit down the stairs to the first floor then proceed to the nearest exit. Proceed across the street in to parking lot.	Occupants should assemble in hallway of the first floor of the building. Do not remain on the upper floors. Stay away from rooms with exposed windows.
	Third Floor	Take nearest exit down the stairs to the first floor then proceed to the nearest exit. Proceed across the street in to parking lot.	Occupants should assemble in the hallways of the first floor of the building. Close all doors and windows. Bathrooms also suitable for shelter.
Cordele Campus	First Floor	Exits are located in each corner of the first floor. Proceed across the street into parking lot.	Occupants should assemble in the bathrooms.
	Third Floor	Take nearest exit down the stairs to the first floor then proceed to the nearest exit. Proceed across the street in to parking lot.	Occupants should assemble in the hallways of the first floor of the building. Close all doors and windows. Do not remain in offices with exposed windows. Bathrooms also suitable for shelter.



Title IX

What is Title IX?

Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681) provides that no person shall, on the basis of sex, be excluded from participation in, be denied benefits, or be subjected to discrimination under any education program or activity receiving federal financial assistance.

The Title IX Coordinator/Compliance Officer;

- Promotes the creation of policies, procedures and notifications designed to ensure university compliance with Title IX
- Oversees implementation of compliance procedures, including investigation and disposition of complaints
- Answers questions and provides guidance about Title IX compliance and the university's related policies and procedures
- Acts as liaison to the state and federal agencies that enforce Title IX
- Helps ensure the campus community and university employees with Title IX compliance responsibilities are adequately trained and educated
- Monitors all other aspects of the university's Title IX compliance
- Primarily responsible for providing management oversight, advice, training, and resource management for developing, implementing, maintaining, monitoring and continuously improving a uniform and accessible body of University policies and procedures to ensure ongoing compliance with Board of Regents (BOR) policies and procedures, and all federal, state and local laws and regulations applicable to an institution of higher education

To report an incident of Sexual Misconduct, please click below.

[Sexual Misconduct Incident Report Form](#)



Title IX Coordinator/Compliance Officer, CaDedria D. Hill

Admin Staff Office Hours	Office Location	Contact Information
Monday - Friday	The Old President's House - East Campus	Telephone: (229) 500-3302
8:00 AM - 5:00 PM	504 College Drive	E-Fax: (229) 500-4913
	Albany, GA 31705	E-mail Address: cadedria.hill@asurams.edu titleix@asurams.edu

▶ [Common Myths Regarding Title IX](#)

▶ [Title IX Frequently Asked Questions](#)

▶ [Grievance Procedure](#)

▶ [Incident Report Form - Electronic](#)

▶ [Notice of Non-Discrimination](#)

▶ [Title IX Resources](#)

▶ [Rights & Options](#)

▶ [Sexual Misconduct Policy](#)

▶ [Investigator and Hearing Panelist Training](#)



ASU East Campus
504 College Drive
Albany, GA 31705
Phone: (229) 500-2000

ASU West Campus
2400 Gillionville Rd
Albany, GA 31707



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- [Flickr Photos](#)
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- [ASU IT Help Desk](#)
- [Equal Employment Opportunity](#)
- [Ethics & Compliance Hotline](#)
- [Human Trafficking Notice](#)



Title IX Grievance Procedure

Albany State University (ASU) is committed to providing prompt and equitable resolution of any complaint involving gender based discrimination, hereinafter referred to as sexual misconduct, which includes dating violence, domestic violence, sexual exploitation, sexual harassment and stalking. ASU's commitment also extends to claims of discrimination based on gender identity or failure to conform to stereotypical notions of masculinity or femininity. Any individual who believes that sexual misconduct has been perpetrated against him/her or another member of the community should follow this grievance procedure.

INITIATING THE COMPLAINT

A formal complaint is initiated when a reporting individual notifies a responsible employee, privileged employee or confidential employee that an incident of sexual misconduct has occurred. The Title IX Coordinator/Compliance Officer will review every complaint to assess whether the issue is covered under Title IX. If the complaint is covered by a different university policy, the alleged victim will be notified, information will be forwarded to the appropriate individual and no further action will be taken by the Title IX Coordinator/Compliance Officer.

Note: Reporting an incident is not the same as requesting a formal investigation. Absent an emergency which poses a potential risk for the reporting individual, alleged victim, or other members of the University community and before a formal investigation can be initiated, the alleged victim must give consent to pursue such action.

If an incident involves prohibited behavior that is covered under Title IX, upon obtaining consent from the alleged victim, the formal investigative process will be initiated.

REPORTING OPTIONS

Complaints may be filed with a privileged employee, the Title IX Coordinator/Compliance Officer, an ASU Police Officer, a responsible employee (which includes student employees such as Resident Assistants) or a confidential employee.

Before a reporting individual reveals information that he/she may wish to keep confidential, a responsible employee should make every effort to ensure that the reporting individual understands: (i) the type of information the employee is obligated to report to the Title IX Coordinator/Compliance Officer; (ii) the student's option to request the school maintain his or

her confidentiality, which the school will consider; (iii) the student's option to report to a privileged employee at the Counseling Center or Student Health Services and the limitations of making the report to such an individual and (iv) that information is shared with only those who have a legitimate need to know.

Confidential Reporting

If a member of the University community wishes to discuss an incident of sexual misconduct in confidence, he or she must speak directly with a privileged employee. **University employees will make every effort to honor requests for confidentiality, but cannot absolutely guarantee it.** However, every request for confidentiality will be considered and weighed against the risk of harm or the potential thereof to the reporting individual and/or other members of the University community. If the request for confidentiality cannot be honored, the reporting individual will be informed prior to the disclosure of the information and interim measures will be implemented in order to protect the reporting individual and ensure the safety of others.

An alleged victim who initially requests confidentiality should be reminded that he/she may later request a full investigation of the incident. Honoring requests for confidentiality may limit the school's ability to respond fully to the incident, including pursuing disciplinary action against the respondent. Privileged Employees may be contacted at:

Albany State University Counseling & Student Disability Services
(229) 903-3610 or (229) 317-6734

Albany State University Student Health Services
(229) 430-4766 or (229) 317-6584

Anonymous Reporting

Anonymous reports may be made by placing a written complaint in the drop box located at the "Staff Only" entrance near Room 383 in the Billy C. Black Building.

General Reporting

In accordance with Federal law, ASU has designated certain individuals as responsible employees including faculty, staff and student employees, whose employment functions involve relationships with students or those who have significant responsibility for student welfare and/or campus activities; who have the authority to take action to redress sexual violence; who have been given the duty of reporting incidents of sexual violence or any other misconduct by students. Responsible employees **must** promptly or as soon as practicable report **any** act of sexual misconduct to the Title IX Coordinator/Compliance Officer. **The report must include all known information about the complaint.**

Note: A Responsible Employee is not authorized to use his/her own independent judgment regarding whether to report to the Title IX Coordinator/Compliance Coordinator. The reporting requirement is mandatory not discretionary.

Responsible Employees may be contacted at:

Albany State University Title IX Coordinator
Billy C. Black Building Room 383G
(229) 430-0538

Albany State University Police Department
(229) 430-4711

Albany State University Housing & Residence Life
Staff and Residential Assistants
(229) 430-4742 or (229) 317-6451

Albany State University Office of Student Affairs & Success
(229) 903-3607 or (229) 317-6728

Student Ethics & Integrity Coordinator
University Judicial Officer
(229) 420-7030

Albany State University Faculty & Staff Representatives
Faculty Senate President
facultysenate@asurams.edu

Staff Council President
Staffcouncil@asurams.edu

Note: Others including coaches and athletic trainers, faculty, staff, and administrators are also designated as Responsible Employees.

Criminal Reporting

The alleged victim may choose to file a criminal complaint with the University Police and/or local law enforcement. Law Enforcement may be contacted at:

Albany State University Police Department
(229) 430-4711

Local Law Enforcement (Albany State University Police Department may assist with coordination.)

Other Reporting

When the accused is a university employee, the reporting individual may also report the incident to the Office of Human Resource Management or request that one of the above referenced representatives assist them in reporting to Human Resources. When the accused is an employee of an affiliated entity or vendor of the university, university officials will, at the request of the reporting individual, assist in reporting to the appropriate office of the vendor or affiliated entity.

Albany State University Office of Human Resources Management
(229) 430-4623 or (229) 317-6247

Special Considerations

If the reported incident involves any act of sexual violence, whoever is first notified should discuss the following with the alleged victim:

- Personal safety and protection from the perpetrator,
- Seeking medical attention to obtain treatment for pregnancy, sexually transmitted infections, and possible injury as well as to preserve any available evidence,
- Contacting the Title IX Coordinator/Compliance Officer about University resources and supports as well as rights and options,
- Contacting the Student Counseling Center and Student Health Services or the Lily Pad SANE Center, and/or
- Filing a report with ASU Police or local law enforcement.

All evidence should be preserved, if possible, as this may be necessary to establish that sexual violence has occurred. Evidence is best preserved, if following the incident, the individual against whom the act has been perpetrated reports the incident and immediately seeks medical attention. When seeking medical attention following an act of sexual violence, the alleged victim is encouraged to retain clothing or any item which might have evidence of the act, and refrain from taking a bath/shower, brushing his/her teeth, or using mouthwash.

Interim Measures

The Coordinator shall report to his/her direct supervisor and the System Director any allegation(s) of sexual misconduct that may require interim measures. The Title IX Coordinator/Compliance Officer or his/her designee may impose interim protective measures before the final outcome of an investigation if failure to implement the interim measures would constitute a threat to the safety and well-being of the reporting student, alleged victim or other members of the University Community.

Interim measures may include, but are not limited to:

- Change of university housing assignment;

- Issuance of a “no contact” directive;
- Restrictions or bars to entering certain University property;
- Changes to academic or employment arrangements, schedules or supervision;
- Interim suspension; and/or
- Other measures designed to promote the safety and well-being of the parties.

Note: If an interim suspension is issued, the terms of the suspension take effect immediately. Upon request, the respondent will have an opportunity to be heard by the respective conduct officer, Title IX Coordinator, or System Director, as appropriate, within three business days in order to determine whether the interim suspension should continue.

All interim measures will remain in effect **unless/until** modified by the Title IX Coordinator/Compliance Officer, Vice President of Student Affairs & Success or the President or his/her designee. Any party may appeal interim measures in writing to Title IX Coordinator/Compliance Officer.

Process for Investigating and Resolving Institutional Reports

The institution shall take necessary and appropriate action to protect the safety and well-being of its community. Accordingly, sexual misconduct perpetrated against students by University System of Georgia students, faculty, or staff should be addressed whenever such acts occur on a campus, in connection with an institution’s program or activity, or in a manner that creates a hostile environment for members of the institution community. Further, the policy is applicable to all University System of Georgia students, faculty, and staff, as well as contractors, vendors, visitors, guests or other third parties.

Advisors

Both the alleged victim and respondent, as parties to the matter, shall have the opportunity to use an advisor (including an attorney) of his/her choosing for the express purpose of providing advice and counsel at his/her own expense. The selected advisor shall not otherwise be a party or witness involved in the investigation. The advisor may be present during any meetings and proceedings involved in the investigatory or resolution process in which the advisee is also eligible to be present. The advisor may advise the advisee, including providing questions, suggestions, advice on the proceedings, and guidance on responses to any questions of the participant, but shall not participate directly. The institution shall not prohibit family members of any party from attending if the party requests such attendance, but may limit the number to two family members.

Timeframe

Efforts will be made to complete the investigation within a reasonable timeframe, which will be determined based upon the allegations, availability of witnesses and/or evidence, etc. in a particular case. When the timeframe will extend past the reasonable timeframe, the parties will be informed of the delay and the reason for the delay. The investigator shall keep the parties informed of the status of the investigation.

Investigations

All sexual misconduct investigations involving a student respondent, whether overseen by the institution's Coordinator or the System Director, shall follow the investigation process set forth in Section 4.6.5 of the Board of Regents Policy, Standards for Institutional Student Conduct Investigation and Disciplinary Proceedings, which is referenced below.

“Throughout any investigation and resolution proceedings, a party shall receive written notice of the alleged misconduct, shall be provided an opportunity to respond, and shall be allowed to remain silent or otherwise not participate in or during the investigation and resolution process without an adverse inference resulting. If a party chooses to remain silent or otherwise not participate in an investigation, the investigation may still proceed and policy charges may still result and be resolved. Additionally, in any investigation involving allegations of sexual misconduct, timely notice of meetings shall be provided to each party of any meeting at which the complainant, respondent or alleged victim may be present. Timely and equal access to information that will be used during the investigation will be provided to the complainant, respondent and alleged victim (where applicable).

Where the potential sanctions for the alleged misconduct may involve a suspension or expulsion (even if such sanctions were to be held “in abeyance,” such as probationary suspension or expulsion) the institution's investigation and resolution procedures must provide the additional minimal safeguards outlined below.

1. The alleged victim and respondent shall be provided with written notice of the complaint/allegations, pending investigation, possible charges, possible sanctions, and available support services. The notice should also include the identity of any investigator(s) involved. Notice should be provided via institution email to the address on file.
2. Upon receipt of the written notice, the respondent shall have at least three business days to respond in writing. In that response, the respondent shall have the right to admit or to deny the allegations, and to set forth a defense with facts, witnesses, and supporting materials. A non-response will be considered a general denial of the alleged misconduct. Any alleged victim shall also be provided three business days to respond to or to supplement the notice.
3. If the respondent admits responsibility, the process may proceed to the sanctioning phase or may be informally resolved, if appropriate.
4. If at any point the investigator determines there is insufficient evidence to support a charge or to warrant further consideration of discipline, then the complaint should be dismissed.
5. An investigator shall conduct a thorough investigation and should retain written notes and/or obtain written or recorded statements from each interview. The investigator shall also keep a record of any party's proffered witnesses not interviewed, along with a brief, written explanation of why the witnesses were not interviewed.
6. The initial investigation report shall be provided to the respondent and the alleged victim (where applicable). This report should clearly indicate any resulting charges (or alternatively, a determination of no charges), as well as the facts and evidence in support thereof, witness statements, and possible sanctions. For purposes of this Policy, a charge

is not a finding of responsibility, but indicates that there is sufficient evidence to warrant further consideration and adjudication.

7. The final investigation report should be provided to the misconduct panel or hearing officer for consideration in adjudicating the charges brought against the respondent. A copy shall also be provided to the respondent and alleged victim (where applicable) before any hearing. The investigator may testify as a witness regarding the investigation and findings, but shall otherwise have no part in the hearing process and shall not attempt to otherwise influence the proceedings outside of providing testimony during the hearing.”

Hearings

All sexual misconduct hearings, sanctions, and appeals involving a student respondent, whether overseen by the institution’s Coordinator or the System Director, shall follow the investigation process set forth in Section 4.6.5 of the Board of Regents Policy, *Standards for Institutional Student Conduct Investigation and Disciplinary Proceedings*, which is referenced below.

“In no case shall a hearing to resolve charge(s) of student misconduct take place before the investigative report has been finalized.

Where the respondent indicates that he or she contests the charges, the matter shall be set for a hearing and once the investigative report has been finalized and copies provided to the respondent and alleged victim (where applicable); however, the alleged victim (where applicable) and respondent may have the option of selecting informal resolution as a possible resolution in certain student misconduct cases where they mutually agree, except where deemed inappropriate by the Vice President for Student Affairs (or his/her designee) or the System Director.

Where a case is not resolved through informal resolution or informal resolution is not available due to the nature of the charges, the respondent shall have the option of having the charges heard either by an administrator (hearing officer) or a hearing panel. However, all cases involving charges of sexual misconduct that go to a hearing shall be heard by a panel of staff and/or faculty. Sexual misconduct panel members shall receive appropriate annual training as directed by the System Director or Coordinator and required by the Clery Act. If an administrative hearing is requested, the respondent shall use his or her discretion to determine whether the case should be heard by a hearing panel. Notice of the date, time, and location of the hearing shall be provided to the respondent, complainant, and alleged victim (where applicable) at least five business days prior to the hearing. Notice shall be provided via institution email where applicable. Additionally, the following standards will apply to any such hearing:

The respondent shall have the right to present witnesses and evidence to the hearing officer or panel. Witness testimony, if provided, shall pertain to knowledge and facts directly associated with the case being heard. Both parties shall have the right to confront any witnesses, including the other party, by submitting written questions to the hearing officer for consideration. Advisors may actively assist in drafting questions. The Panel shall ask the questions as written and will limit questions only if they are unrelated to determining the veracity of the charge leveled against

the respondent(s). In any event, the Panel shall err on the side of asking all submitted questions and must document the reason for not asking any particular questions.

1. Where the hearing officer or panel determines that a party or witness is unavailable and unable to be present due to extenuating circumstances, the hearing officer or panel may establish special procedures for providing testimony from a separate location. In doing so, the hearing officer or panel must determine whether there is a valid basis for the unavailability, ensure proper sequestration in a manner that ensures testimony has not been tainted, and make a determination that such an arrangement will not unfairly disadvantage any party. Should it be reasonably believed that a party or witness who is not physically present has presented tainted testimony, the hearing officer or panel will disregard or discount the testimony.

In sexual misconduct cases, the hearing officer reserves the right to allow a party to testify in a separate room, so long as no party is unfairly disadvantaged by this procedure. A party must still give testimony in the presence of the Panel, and the opposing party must have the opportunity to view the testimony remotely and to submit follow-up questions.

2. Formal civil rules of evidence do not apply to the investigatory or resolution process.
3. The standard of review shall be a preponderance of the evidence; however, any decision to suspend or to expel a student must also be supported by substantial evidence at the hearing.
4. Institutions should maintain documentation of the proceedings, which may include written findings of fact, transcripts, audio recordings, and/or video recordings.
5. Following a hearing, both the respondent and alleged victim (where applicable) shall be simultaneously provided a written decision via institution email (where applicable) of the outcome and any resulting sanctions. The decision should include details on how to appeal, as outlined below. Additionally, the written decision must summarize the evidence in support of the sanction. The same form will be completed, regardless of whether the student opts for a hearing panel or an administrative proceeding.

Possible Sanctions

In determining the severity of sanctions or corrective actions the following should be considered: the frequency, severity, and/or nature of the offense; history of past conduct; an offender's willingness to accept responsibility; previous institutional response to similar conduct; strength of the evidence; and the wellbeing of the university community. The hearing panel, hearing officer or administrator that found that a policy violation occurred will determine sanctions and issue notice of the same, as outlined above.

The broad range of sanctions includes: expulsion; suspension for an identified time frame or until satisfaction of certain conditions or both; temporary or permanent separation of the parties (e.g., change in classes, reassignment of residence, no contact orders, limiting geography of where parties can go on campus) with additional sanctions for violating no-contact orders; required participation in sensitivity training/awareness education programs; required participation in alcohol and other drug awareness and abuse prevention programs; counseling or mentoring;

volunteering/community service; loss of institutional privileges; delays in obtaining administrative services and benefits from the institution (e.g., holding transcripts, delaying registration, graduation, diplomas); additional academic requirements relating to scholarly work or research; financial restitution; or any other discretionary sanctions directly related to the violation or conduct.”

All sexual misconduct adjudication involving an employee respondent shall be addressed utilizing the institution’s employment policies and procedures.

Appeals

“Where the sanction imposed includes a suspension or expulsion (even for one held in abeyance), the following appellate procedures must be provided. The alleged offender (and in cases involving sexual misconduct or other forms of discrimination and/or harassment, the alleged victim) shall have the right to appeal the outcome on any of the following grounds: (1) to consider new information, sufficient to alter the decision, or other relevant facts not brought out in the original hearing, because such information was not known or knowable to the person appealing during the time of the hearing; (2) to allege a procedural error within the hearing process that may have substantially impacted the fairness of the hearing, including but not limited to whether any hearing questions were improperly excluded or whether the decision was tainted by bias; or (3) to allege that the finding was inconsistent with the weight of the information.

Appeals may be made for the above reasons in any case where sanctions are issued, even when such sanctions are held “in abeyance,” such as probationary suspension or expulsion.

The appeal must be made in writing, and must set forth one or more of the bases outlined above, and must be submitted within five business days of the date of the final written decision. The appeal should be made to the institution’s Vice President for Student Affairs or his/her designee.

The appeal shall be a review of the record only, and no new meeting with the respondent or any alleged victim is required. The Vice President, or his or her designee, may affirm the original finding and sanction, affirm the original finding but issue a new sanction of lesser severity, remand the case back to the decision-maker to correct a procedural or factual defect, or reverse or dismiss the case if there was a procedural or factual defect that cannot be remedied by remand. The Vice President or his or her designee shall then issue a decision in writing to the respondent within a reasonable time period.

The decision of the Vice President or his or her designee may be appealed in writing within five business days (as determined by the date of the decision letter) to the President of the institution solely on the three grounds set forth above.

The President may affirm the original finding and sanction, affirm the original finding but issue a new sanction of greater or lesser severity, remand the case back to the decision maker to correct a procedural or factual defect, or reverse or dismiss the case if there was a procedural or factual defect that cannot be remedied by remand. The President’s decision shall be simultaneously issued in writing to the complainant, the respondent and the alleged victim (where applicable)

within a reasonable time period. The President's decision shall be the final decision of the institution.

Should the respondent or alleged victim (where applicable) wish to appeal the President's decision, he or she may request review by the Board of Regents in accordance with the Board of Regents' Policy on Discretionary Review.

Recusal / Challenge for Bias

Any party may challenge the participation of any institution official, employee or student panel member in the process on the grounds of personal bias by submitting a written statement to the Dean of Students setting forth the basis for the challenge. The designee shall not be the same individual responsible for investigating or adjudicating the conduct allegation. The written challenge should be submitted within a reasonable time after the individual knows or reasonably should have known of the existence of the bias. The Dean of Students will determine whether to sustain or deny the challenge and, if sustained, the replacement to be appointed."

Statement against Retaliation

Retaliation via threats, intimidation, coercion or by any other means against a member of the University community who filed a complaint or participated in any manner in the school's investigation proceedings is prohibited under Title IX and is a violation of ASU policy. ASU will seriously consider any act(s) of retaliation and take immediate action to investigate, prevent the recurrence of and remedy any retaliatory effects. Reports of retaliation will be reviewed and investigated in the same manner in which other allegations of misconduct are handled. Any student or employee who engages in retaliation may be subject to sanction(s) or disciplinary action.

Note: The grievance procedure may be modified or amended by the Title IX Coordinator/Compliance Officer at any time when appropriate and with prior notice.

Grievance Procedure

Albany State University (ASU) is committed to providing prompt and equitable resolution of any complaint involving gender based discrimination, hereinafter referred to as sexual misconduct, which includes dating violence, domestic violence, sexual exploitation, sexual harassment and stalking. ASU's commitment also extends to claims of discrimination based on gender identity or failure to conform to stereotypical notions of masculinity or femininity. Any individual who believes that sexual misconduct has been perpetrated against him/her or another member of the community should follow this grievance procedure.

- Downloadable/Printable PDF of the Title IX Grievance Procedure

Initiating the Complaint

A formal complaint is initiated when a reporting individual notifies a responsible employee, privileged employee or confidential employee that an incident of sexual misconduct has occurred. The Title IX Coordinator/Compliance Officer will review every complaint to assess whether the issue is covered under Title IX. If the complaint is covered by a different university policy, the alleged victim will be notified, information will be forwarded to the appropriate individual and no further action will be taken by the Title IX Coordinator/Compliance Officer.

Note: Reporting an incident is not the same as requesting a formal investigation. Absent an emergency which poses a potential risk for the reporting individual, alleged victim, or other members of the University community and before a formal investigation can be initiated, the alleged victim must give consent to pursue such action.

If an incident involves prohibited behavior that is covered under Title IX, upon obtaining consent from the alleged victim, the formal investigative process will be initiated.

Where and to whom may a student, faculty, staff member or third party file a complaint?

Complaints may be filed with a privileged employee, the Title IX Coordinator/Compliance Officer, an ASU Police Officer, a responsible employee (which includes student employees such as Resident Assistants) or a confidential employee.

Before a reporting individual reveals information that he/she may wish to keep confidential, a responsible employee should make every effort to ensure that the reporting individual understands: (i) the type of information the employee is obligated to report to the Title IX Coordinator/Compliance Officer; (ii) the student's option to request the school maintain his or her confidentiality, which the school will consider; (iii) the student's option to report to a privileged employee at the Counseling Center or Student Health Services and the limitations of making the report to such an individual and (iv) that information is shared with only those who have a legitimate need to know.

Reporting Options

Confidential Reporting

If a member of the University community wishes to discuss an incident of sexual misconduct in confidence, he or she must speak directly with a privileged employee. **University employees will make every effort to honor requests for confidentiality, but cannot absolutely guarantee it.** However, every request for confidentiality will be considered and weighed against the risk of harm or the potential thereof to the reporting individual and/or other members of the University community. If the request for confidentiality cannot be honored, the reporting individual will be informed prior to the disclosure of the information and interim measures will be implemented in order to protect the reporting individual and ensure the safety of others.

An alleged victim who initially requests confidentiality should be reminded that he/she may later request a full investigation of the incident. Honoring requests for confidentiality may limit the school's ability to respond fully to the incident, including pursuing disciplinary action against the respondent. Privileged Employees may be contacted at:

Albany State University Counseling & Student Disability Services
(229) 500-3442

Albany State University Student Health Services
(229) 500-3546

General Reporting

In accordance with Federal law, ASU has designated certain individuals as responsible employees including faculty, staff and student employees, whose employment functions involve relationships with students or those who have significant responsibility for student welfare and/or campus activities; who have the authority to take action to redress sexual violence; who have been given the duty of reporting incidents of sexual violence or any other misconduct by students. Responsible employees **must** promptly or as soon as practicable report **any** act of sexual misconduct to the Title IX Coordinator/Compliance Officer. **The report must include all known information about the complaint.**

Note: A Responsible Employee is not authorized to use his/her own independent judgment regarding whether to report to the Title IX Coordinator/Compliance Coordinator. The reporting requirement is mandatory not discretionary.

Responsible Employees may be contacted at:

Albany State University Title IX Coordinator Billy C. Black Building Room 383G
(229) 500-3302

Albany State University Police Department
(229) 430-4711

Albany State University Housing & Residence Life
Staff and Residential Assistants
(229) 500-3062

Albany State University Office of Student Affairs & Success
(229) 500-3553

Student Ethics & Integrity Coordinator
University Judicial Officer
(229) 500-3554

Albany State University Faculty & Staff Representatives Faculty Senate President
facultysenate@asurams.edu

Staff Council President
Staffcouncil@asurams.edu

Note: Others including coaches and athletic trainers, faculty, staff, and administrators are also designated as Responsible Employees.

Criminal Reporting

The alleged victim may choose to file a criminal complaint with the University Police and/or local law enforcement. Law Enforcement may be contacted at:

Albany State University Police Department
(229) 430-4711

Local Law Enforcement (Albany State University Police Department may assist with coordination.)

Other Reporting

When the accused is a university employee, the reporting individual may also report the incident to the Office of Human Resource Management or request that one of the above referenced representatives assist them in reporting to Human Resources. When the accused is an employee of an affiliated entity or vendor of the university, university officials will, at the request of the reporting individual, assist in reporting to the appropriate office of the vendor or affiliated entity.

Albany State University Office of Human Resources Management
(229) 500-3066

Special Considerations

If the reported incident involves any act of sexual violence, whoever is first notified should discuss the following with the alleged victim:

- Personal safety and protection from the perpetrator,
- Seeking medical attention to obtain treatment for pregnancy, sexually transmitted infections, and possible injury as well as to preserve any available evidence,
- Contacting the Title IX Coordinator/Compliance Officer about University resources and supports as well as rights and options,
- Contacting the Student Counseling Center and Student Health Services or the Lily Pad SANE Center, and/or
- Filing a report with ASU Police or local law enforcement.

All evidence should be preserved, if possible, as this may be necessary to establish that sexual violence has occurred. Evidence is best preserved, if following the incident, the individual against whom the act has been perpetrated reports the incident and immediately seeks medical attention. When seeking medical attention following an act of sexual violence, the alleged victim is encouraged to retain clothing or any item which might have evidence of the act, and refrain from taking a bath/shower, brushing his/her teeth, or using mouthwash.

Available Interim Measures.

Investigation.

Advisors.

Timeframes for major stages of the process.

The hearing (adjudication) process.

Sanctioning.

Appeal.

Recusal / Challenge for Bias.

Statement against Retaliation.

Additional Notes.

*The grievance procedure may be modified or amended by the Compliance Officer/Title IX Coordinator at any time when appropriate and with prior notice.

**The Compliance Officer/Title IX Coordinator has the authority to investigate all allegations of discrimination prohibited by Title IX.

For more information, please contact: Mrs. CaDedria Hill, Title IX Coordinator/Compliance Officer at (229) 500-3302 or e-mail cadedria.hill@asurams.edu.

Common Myths Regarding Title IX

Title IX Frequently Asked Questions

Grievance Procedure

Incident Report Form - Electronic

Notice of Non-Discrimination

Title IX Resources

Rights & Options

Sexual Misconduct Policy

Investigator and Hearing Panelist Training

Title IX Online Training

Data Dashboard

Part 2 Complete

2

 See All Students

— Sexual Assault Prevention for Undergraduates (SAPU)

Find by Group

1201 Enrollee (If you belong to more than one group, please select this over all others)

252

All Other Students

649

Athlete

47

Online Student

171

Sexual Assault Prevention for Undergraduates (SAPU) - Default Cohort

0

Sorority or Fraternity Member

1

Find by Status

Registered, Not Started

286

Part 1 Started

296

In Intersession

77

Part 2 Ready

275

Part 2 Started

0

Part 2 Complete

186

 See All Students

Module Summaries



SEXUAL ASSAULT PREVENTION FOR UNDERGRADUATES

Target Audience: Incoming undergraduate Students

Structure:

- Part 1: 45 minutes
- Part 2: 5-10 minutes survey (ideally after a 30 day intersession!)

Key Content: *Sexual Assault Prevention for Undergraduates* includes Title IX and Clery Act Training which enables first-year students to recognize sexual assault and harassment behavior, identify healthy and unhealthy relationship practices, and equips students with essential skills to navigate consent-based conversations and engage in bystander intervention safely.

- Values, Identities, and Relationships
- Gender Identities and Stereotypes
- Sexual Harassment and Stalking
- Consent, Coercion, and Stepping In
- Reporting Options and Responding to a Survivor

Sexual Assault Prevention for Graduate Students

Target Audience: Incoming graduate and professional students

Structure:

- Part 1: 45 minutes
- Part 2: 5-10 minutes survey (ideally after a 30 day intersession!)

Key Content: *Sexual Assault Prevention for Graduate Students* includes Title IX and Clery Act training which equips graduate students with the tools needed to navigate new and complex relationships including how to identify and respond to harassment from a faculty member or advisor, other workplace-based harassment, how to respectfully engage with undergraduate students, and how to respond to student disclosures.

- Values, Identities, and Relationships
- Gender Identities and Stereotypes
- Sexual Harassment and Stalking
- Consent, Coercion, and Stepping In
- Reporting Options and Responding to a Survivor



What is Stalking?

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with person's property.

These are some common stalking behaviors that should set off red flags:

- Calling or messaging you repeatedly, even when you have asked them to stop.
- Following you on your way to work, school, home, etc.
- Showing up at places you frequent, repeatedly and purposefully.
- Entering your home uninvited.
- Sending "gifts" or leaving other forms of evidence that they have been at your home.
- Looking up your personal information and details through public records, online searches, contacting your friends and family, going through your trash, or hiring a private investigator.
- Posting information about you or spreading rumors about you publicly.
- Damaging your car, home, or property.
- Threatening to damage your property.
- Threatening to hurt you or people you know (either directly or indirectly).

If you think you're being stalked:

- Do not engage-Tell your stalker politely and seriously once to stop contacting you, following you, etc. Once you have made your disinterest clear, stop engaging with them.
- Put your safety first.
- Collect evidence-Keep records of all written messages that they send to you. Write down all the times that they try to call you. Record all of their visits to your home, gym, or office. Collect all of the "gifts" they send you and/or all the notes they leave.
- Talk about it-Tell your friends what is happening. Tell your family. Talk to law enforcement

For more information or to report an incident, please contact the Albany State University Office of Title IX at (229) 500-3302 or (229) 500-3304.

In case of an emergency, please call the ASU Police Department at (229) 430-4711.

What to do in an event of sexual assault?

For information on what to do if you or someone you know has been sexually assaulted, see:

<http://www.asurams.edu/legal-affairs/title-ix/grievance-procedure.php>

Anyone who believes, or receives a complaint, that prohibited retaliation has or is occurring should immediately contact the Title IX Coordinator.

CaDedria Hill, Title IX Coordinator

Albany State University, East Campus
Old President's House

Office (229) 500-3302 | Fax (229) 500-4934
Cadedria.hill@asurams.edu

Additional resources:

Counseling and Student Disability Services
(229) 500-3442

Student Health Services
(229) 500-3546

Police Department
(229) 430-4711

Housing & Residence Life
(229) 500-3062

Office of Student Affairs & Success
(229) 500-3553

Lily Pad Center (Sexual Assault Nurse Examiner)
(229) 435-0074

Is retaliation prohibited?

Yes. Title IX prohibits retaliation for making a good faith complaint about sex-based discrimination, including sexual harassment/violence, or for participating in or otherwise being associated with an investigation of alleged sex-based discrimination.

Any responsible employee (e.g., any administrator, supervisor, faculty, instructor, resident advisor or other University community member in a position of authority) who knows of, or receives a complaint of, sex-based discrimination, including sexual violence, must report this to the Title IX Coordinator and must relay any request for confidentiality by the complainant. Failure to so report can result in discipline. Except: The following confidential support/ privileged employees are not required to report information that identifies the alleged victim or third party complainant: Counseling and Disability Services and Student Health Services.

Amnesty—Individuals should be encouraged to come forward and to report sexual misconduct notwithstanding their choice to consume alcohol or to use drugs. Information reported by an individual during an investigation concerning use of drugs or alcohol will not be used against the particular individual in a disciplinary proceeding or voluntarily reported to law enforcement; however, individuals may be provided with resources on drug and alcohol counseling and/or education, as appropriate.

Note: Conduct prohibited by Title IX may also implicate other state or federal laws. Making a complaint to the Title IX Coordinator does not replace the right to pursue other options or remedies available under the law. Impacted individuals also have the right not to report Title IX violations.



Protects people from discrimination based on sex in education programs or activities that receive federal funding.



"No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance."

Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681)

What is Title IX?

Title IX is a federal law passed in 1972 that prohibits sex-based discrimination in all education programs and activities of institutions receiving federal funds, which includes Albany State University (ASU). Prohibited sex-based discrimination includes pregnancy discrimination, sexual harassment, including **sexual misconduct**.

What is sexual harassment?

- Unwelcome verbal, nonverbal, or physical conduct, based on sex or on gender stereotypes, that is implicitly or explicitly a term or condition of employment or status in a course, program, or activity;
- Is a basis for employment or educational decisions; or
- Is sufficiently severe, persistent, or pervasive to interfere with one's work or educational performance creating an intimidating, hostile, or offensive work or learning environment, or interfering with or limiting one's ability to participate in or to benefit from an institutional program or activity.

Sexual harassment prohibited by Title IX includes same-sex harassment regardless of either party's sexual orientation or gender identity, as well as harassment by a subordinate of a person in a position of authority, as well as vice versa.

What is sexual violence?

Sexual violence is a form of sexual harassment prohibited by Title IX that refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to: use of drugs or alcohol, being asleep, an intellectual or other disability, or being under the age of 16. Sexual violence includes rape, sexual assault, sexual battery and sexual coercion.

What is Dating Violence /Intimate Partner Violence?

Violence that occurs between people who are or have been involved in an intimate/romantic relationship.

Contexts in which Title IX applies:

Title IX applies to all ASU services, programs and activities, both on and off campus, including without limitation:

Admissions

Financial aid

Class assignments & course offerings

Academic advising, instruction evaluation, and grading

Discipline

Athletics

Housing

Study Abroad

Health and counseling services

Recreational, residential life & extracurricular services and programs

Employment of academic faculty, staff, and graduate assistants, including the recruitment and selection processes

Who must comply with Title IX?

All University community members must comply with Title IX, including, without limitation: students, faculty, staff, university administrators, athletic staff counselors and visitors.

How to report Title IX violations?

University community members with knowledge that sex-based discrimination, including sexual harassment/violence, has or may be occurring should contact:

CaDedria Hill, MS., Title IX Coordinator
Albany State University, East Campus
Old President's House
Office (229) 500-3302
Fax (229) 500-4934
Cadedria.hill@asurams.edu

OR

U.S. Department of Education Office for Civil Rights (800) 421-3481 or
ocr@ed.gov

On-line complaint form available at:
<http://www2.ed.gov/about/offices/list/ocr/complaintintro.html>

Complaints of Sex-based discrimination or harassment may also be submitted electronically at:

https://cm.maxient.com/reportingform.php?AlbanyStateUniv&layout_id=8



Title IX and Sexual Misconduct

Understanding Your Role, Rights And Responsibilities
As Members of The Albany State University Community

Federal Laws

- Title IX of the Education Amendments of 1972
 - Prohibits discrimination on the basis of sex in educational institutions that receive federal funding
- Title IX also includes Section 304 of the Violence Against Women (VAWA) Reauthorization Act of 2013.
 - This Extends Title IX to include dating violence, domestic violence and stalking
- The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act)
 - Requires policies and procedures for sexual assault
 - Requires timely warning and external reporting of crimes

Focus of Title IX

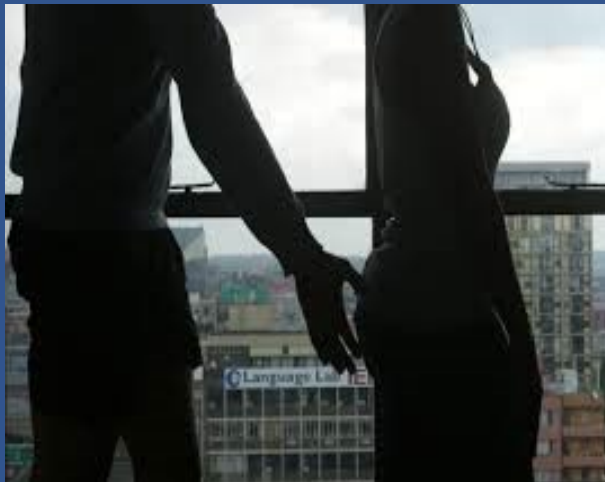
- Sexual Violence
- Sexual Discrimination
- Sexual Harassment



What Is Sexual Harassment?



- Sexual harassment is unwelcome conduct of a sexual nature that adversely affects your ability to participate in or benefit from an educational program.
- It includes unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature on or off campus.



What Is Sexual Violence/Assault?

- Sexual violence is an umbrella term that includes sexual assault as well as dating, domestic and intimate partner violence and certain forms of stalking.
- Sexual assault is any form of sexual contact that occurs without consent and/or through the use of force, threat of force, intimidation, or coercion.
- Sexual assault can be committed when someone has not given or is unable to give consent, for example, because of intoxication.
- Sexual assault can be a form of sexual harassment.

Forms Of Sexual Violence

- Any unconsented or unwanted sexual touching or other physical contact may constitute sexual violence
 - Any form of sexual activity
 - Touching
 - Grabbing/Groping
 - Kissing
 - Caressing
 - Brushing against another's body
 - Patting
 - Pinching



Forms of Sexual Violence – Stalking

- Stalking is a course of conduct directed at a specific person that causes them reasonable fear or distress.
- Stalking usually includes repeated behaviors that harass or threaten the victim, such as following a person, appearing at a person's home or place of business, or sending repeated and/or harassing calls, messages or photos.



Forms of Sexual Violence:



Dating/Intimate Partner/Domestic Violence

- Dating/IP/Domestic violence is a pattern of coercive behavior that can include physical, psychological, sexual, economic and emotional abuse.
- It can also consist of a single incident of sexual assault.
- Rape or any sexual offense, whether on a date or not, or by someone you know or do not know, is the same criminal offense.
- Between 80 and 90 percent of all people who have been raped know their perpetrator(s).
- On college campuses, alcohol is often involved in date rape.



What Is Affirmative Consent?



- Affirmative Consent is a knowing, voluntary and mutual decision among all participants to engage in sexual activity.
- Consent can be withdrawn at any time.
- Consent can be given by words or actions, as long as those words or action create clear permission regarding willingness to engage in the sexual activity.



You Must Obtain Consent



- Before you engage in sexual activity, consider...
 - Have you expressed what you want?
 - Do you know what your partner wants?
 - Has your partner given consent?
 - Is your potential partner sober enough to decide whether or not to have sex?
 - Are you sober enough to know that you've correctly gauged consent?



CONSENT

IT'S SIMPLE AS TEA



0:00 / 2:49



Slow Down

Signs you may not have consent:

- You are not sure what the other person wants.
- You have had sex before but your partner has said he/she is not interested tonight.
- You feel like you are getting mixed signals.
- You hope your partner will say nothing and go with the flow.
- Your partner stops or is not responsive.
- Your partner may be intoxicated or high:
 - Slurred speech
 - Problems with balance
 - Impaired motor skills



Staff who must report to Title IX Coordinators:

- Title IX Coordinator and staff
- Office of Public Safety Employees
- VP Student Affairs, Dean of Students and all staff housed in those offices
- Residence Life staff, including Resident Assistants in owned or operated housing
- College President, Vice Presidents and Deans
- Athletics Staff
- Department Chairs
- Human Resources staff
- University Office of the General Counsel employees
- Faculty members when leading off-campus trips
- Faculty or staff advisors to student groups
- Employees who are managers

Confidentiality

What if I am not ready for an investigation that might disclose my identity?

- The College encourages you to report the incident to one of the College's mental health counselors.
- These counselors can talk to you confidentially, with rare exceptions, and can help you make the best decision for you.



Title IX Documents

- Rights and Options
- Sexual Misconduct Policy
- Grievance Procedure
- Resources



Who to Contact



- CaDedria Hill, Title IX Coordinator: 229-500-3302
- ASU Police: 229-430-4711
- Human Resources: 229-500-3066
- Counseling and Disability Services: 229-500-3442
- Housing and Residence Life : 229-500-3062
- Student Health Services: 229-500-3546
- Office of Student Affairs: 229-500-3553

***Any trusted faculty advisor or member of
Albany State University administration***

External Resources



Lily Pad SANE (Sexual Assault Nurse Examiner) Center

320 W. 2nd Ave
Albany, GA 31701
Office: 229-435-0074
Fax: 229-435-0756
Hours: 24/7

United States Department of Education

Office of Civil Rights (OCR)
61 Forsyth St. S.W. Suite 19T10
Atlanta, Georgia 30303-8927
Telephone: (404) 974-9406
Email: ocr.atlanta@ed.gov

Presented By:
CaDedria D. Hill
Albany State University
Title IX Coordinator
229-500-3302



Title IX and Sexual Misconduct

Understanding Your Role, Rights And Responsibilities
As Members of The Albany State University Community

Federal Laws



- Title IX of the Education Amendments of 1972
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 - Requires timely warning and external reporting of crimes

Focus of Title IX-Sexual Misconduct

- Sexual Discrimination
- Sexual Harassment
- Sexual Violence



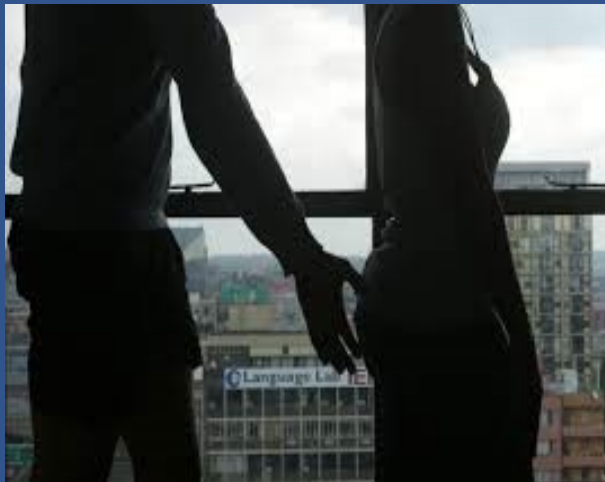
What is Sexual Discrimination?

- Any sex-based circumstances/events that deny or limit an individual's ability to participate in or receive benefits, services, or opportunities in the university's programs: academic programs, internships, sports, housing, admissions, health services, etc.
- This extends to claims of discrimination based on gender identity or failure to conform to stereotypical notions of masculinity or femininity. This covers all students, faculty, staff and visitors regardless of whether his or her gender is male or female; his or her sexual orientation is straight/gay/lesbian/bisexual/transgender; with or without disabilities; he or she is of a different race or national origin; his or her employment status is part-time or full-time; his or her location is on the main campus; branch campuses; online; in internships and/or study abroad programs.

What Is Sexual Harassment?



- Sexual harassment is unwelcome conduct of a sexual nature that adversely affects your ability to participate in or benefit from an educational program.
- It includes unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature on or off campus.



What Is Sexual Violence?

- Sexual violence includes nonconsensual sexual contact, dating/domestic/intimate partner violence, stalking and sexual exploitation.
 - Nonconsensual Sexual Contact includes but is not limited to touching (or penetrating) of a person's intimate parts (such as genitalia, groin, breasts, or buttocks); touching (or penetrating) a person with one's own intimate parts; or forcing a person to touch his or her own or another person's intimate parts.
 - Sexual Exploitation-non-consensual or abusive sexual advantage of another for one's own advantage or benefit, or for the benefit or advantage of anyone other than the one being exploited.

Sexual Violence cont'd.

Examples of sexual exploitation may include, but are not limited to, the following:

- Invasion of sexual privacy;
- Prostituting another individual;
- Non-consensual photos, video, or audio of sexual activity;
- Non-consensual distribution of photo, video, or audio of sexual activity, even if the sexual activity was consensual;
- Intentional observation of nonconsenting individuals who are partially undressed, naked, or engaged in sexual acts;
- Knowingly transmitting an STD or HIV to another individual through sexual activity;
- Intentionally and inappropriately exposing one's breasts, buttocks, groin, or genitals in non-consensual circumstances; and/or
- Sexually-based bullying.

Forms Of Sexual Violence – Stalking

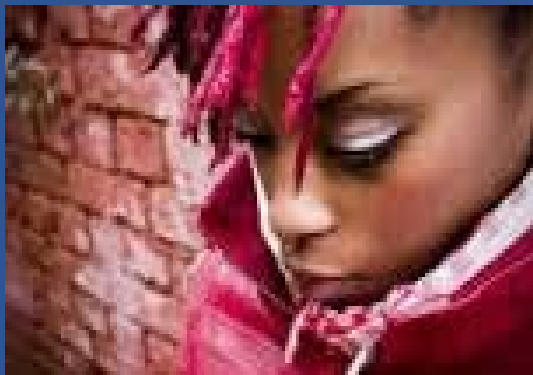
- Stalking is a course of conduct directed at a specific person that causes them reasonable fear or distress.
- Stalking usually includes repeated behaviors that harass or threaten the victim, such as following a person, appearing at a person's home or place of business, or sending repeated and/or harassing calls, messages or photos.



Forms of Sexual Violence-Dating/Intimate Partner/Domestic Violence



- Dating/IP/Domestic violence is a pattern of coercive behavior that can include physical, psychological, sexual, economic and emotional abuse.
- It can also consist of a single incident of sexual assault.
- Rape or any sexual offense, whether on a date or not, or by someone you know or do not know, is the same criminal offense.
- Between 80 and 90 percent of all people who have been raped know their perpetrator(s).
- On college campuses, alcohol is often involved in date rape.



Reporting Options For Complainants

- A complainant of sexual misconduct may, but need not, file a criminal complaint with law enforcement officials; file a misconduct report with a Responsible Employee or Coordinator; or file both. A report may be filed anonymously, although anonymous reports may make it difficult for the institution to address the complaint. Any individual who believes that he or she has been a victim of sexual misconduct is encouraged to report allegations of sexual misconduct promptly

What it Means to be a Responsible Employee/CSA

- If someone tells you about a crime or an incident that might be a crime, record the information and submit a report.
- Simply get the facts - experts will do the analysis.
- To make a report, complete the ASU Title IX Incident Report Form and forward it to the Title IX Coordinator.
- When in doubt, report it!

Staff who must report to Title IX Coordinators:

- Title IX Coordinator and staff
 - Office of Public Safety Employees
 - VP Student Affairs, Dean of Students and all staff housed in those offices
 - Residence Life staff, including Resident Assistants in owned or operated housing
 - College President, Vice Presidents and Deans
 - Athletics Staff
- Department Chairs
 - Human Resources staff
 - University Office of the General Counsel employees
 - Faculty members when leading off-campus trips
 - Faculty or staff advisors to student groups
 - Employees who are managers

Report All Crimes Even If They Did Not Occur On Campus

Any crime involving an ASU student while attending a University sponsored event, function or in conjunction with the educational process must be reported, no matter the location of the incident.

- Example 1: A student is assaulted while attending a university sponsored conference in another city.
- Example 2: A student is being sexually harassed during an academic internship at a local business.

What If You Don't Do Anything?

- Personal Liability
 - Loss of responsibilities/employment status
 - Personal liability
 - Attorney's fees for personal attorney
 - Loss of reputation
 - Time, effort and stress of defending lawsuit
 - Depending on allegation, possible liability

What If We Don't Do Anything?

- University's Liability
 - Attorney's fees to defend
 - Institutional time and effort to defend
 - Publicity
 - Reputation damage to University, college and program
 - Monetary judgments/fines
 - Plaintiff's attorney's fees

An Ounce of Prevention

- Model appropriate behavior.
- Remember that you are in a position of power.
- Inform students of proper behavior and intercede when necessary.
- Provide information on policies and resources.
- Encourage students to help each other model appropriate behavior and to come forward with complaints.
- Be available and keep your eyes and ears open.
- Address issues as they occur.

- Empower students and co-workers:
 - It's ok to tell someone that their attention or conduct is offensive or unwelcome;
 - Ask person to stop – make them aware of how their actions are perceived.
- Be careful when using social media.
- Remember your role when attending or inviting students to social functions.
- Do not put yourself in a compromising position.

Hypothetical Scenario

A student comes to you and confides in you that she was drinking at a party and passed out. When she woke up, a male student was in bed beside her. When she inquired as to what happened, he replied that she had invited him back to her room and they had sex. She states that she is embarrassed and does not want to talk with police, but this is affecting her ability to perform academically. The male student is in the same class with her.

What should you do?

Answer

If any form of possible sexual misconduct or harassment is reported to you, you must refer the information to the Title IX Coordinator.

In this hypothetical scenario, the student may not have had the capacity to effectively consent to the sexual activity.

How to Help the Student

- Explain to the student that you are a mandated reporter and whatever they tell you, you have an obligation to report it.
- Explain that the University takes these situations seriously, remind them of the sexual misconduct policy.
- Do not try to investigate the allegation from any perspective.
- Encourage the student to report the situation to University Police or local police, but don't insist. ***It is their choice!***
- Report the incident the Title IX Coordinator.

Title IX Documents

- Rights and Options
- Sexual Misconduct Policy
- Grievance Procedure
- Resources



Who to Contact



- CaDedria Hill, Title IX Coordinator: 229-500-3302
- ASU Police:
- Human Resources:
- Counseling and Disability Services:
- Housing and Residence Life:
- Student Health Services:
- Office of Student Affairs:

***Any trusted faculty advisor or member of
Albany State University administration***

Presented By:
CaDedria D. Hill
Albany State University
Title IX Coordinator/Compliance Officer
229-500-3302

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3PM
Sign In Sheet
20 March 2019

Name	Department
Jackie Nicholson	Athletics
Rowena Daniels	Legal Affairs
Anne Basse	Legal Affairs
Diane Rogers	Library House
Lashonda Ethridge	ASU PD
Angelique Jordan	Student Conduct
Grady Rachel	ASU P.D.
Tafesha IRVING	Dougherty County P.D.
Daniel Diamond	ASU PD
Cadecric D. Hill	Office of Title IX

Advisory Board
Sign In Sheet
20 March 2019

Name	Department
Charles D. Hill	Office of Title IX
Marlene Guss	ASU PD
Daniel Diamond	ASU PD
Angelique Jordan	Student Conduct
Rowena Daniels	Legal Affairs
LaShawnda Ethridge	ASU PD
Diane Rogers	Liberty House
Grady Rachel	ASU PD
JACKIE NICHOLSEN	ATHLETICS

3. Officials with Significant Responsibility for Student and Campus Activities campus officials who manage or otherwise oversee students and campus activities, for example, staff responsible for campus student housing, a student center, or student extra-curricular activities; a director of athletics or a team coach; faculty advisors to a student groups; staff responsible for student discipline; campus judicial staff. Each campus must identify these individuals. The Clery Coordinator is responsible for ensuring that they are aware of their responsibilities and report periodically. If you are a Campus Security Authority you must report unless you are one of those whom the regulations define as exempt.

What about confidentiality?

The crime statistics included in the Annual Security Report do not include any information that would identify the victim or the person accused of committing the crime. Your report to the Clery Coordinator should not include personally identifying information. Make sure you advise the student that you will not release that information but that you are obligated to report the alleged criminal conduct.

If you are a pastoral counselor or professional counselor, use your judgement. When appropriate, you may tell a person you are counseling about campus procedures for reporting crimes and confidentially for inclusion in the annual disclosure of crime statistics report even if the person does not want to press charges or participate in an investigation. Procedures for reporting crimes confidentially must be included in the Annual Safety and Fire Report.

What about timely warnings?

Immediate reporting of crimes allows the police to act in a timely fashion to investigate or otherwise address alleged crimes that may present a clear danger to the campus community. All you need do is report the crime by calling the police.

The ASU Police Department is responsible for gathering the data for all crimes reported, and soliciting information from local police agencies concerning crimes reported to them.

A copy of the Annual Safety and Fire Report and Compliance Statement can be found on the ASU website at www.asurams.edu.

Clery Coordinator

Lt. LaShawnda Ethridge
Phone: (229) 894-0606
Lashawnda.ethridge@asurams.edu

Albany Police Department

504 College Drive
Albany, Ga 31705

Phone: (229) 430-4711
Fax: (229) 500-4922
WWW.ASURAMS.EDU



Albany State University Police Department

Jeanne Clery Act

**Crime Statistics and Report Training
for Campus Security Authorities**



Overview of Clery Act



The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act is the landmark federal law, originally known as the Campus Security Act that requires colleges and universities across the United States to disclose information about crime on and around their campuses.

The directly relates to participation in federal student financial aid programs, therefore it applies to most institutions of higher education both public and private. It is enforced by the U.S. Department of Education (DOE).

The "Clery Act" is named in memory of 19 year old Lehigh University freshman Jeanne Ann Clery who was raped and murdered while asleep in her residence hall room on April 5, 1986. Jeanne's parents discovered that students hadn't been told about 38 violent crimes on the campus in the three years before her murder. They joined with other campus crime victims and persuaded Congress to enact this law, which was originally known as the "Crime Awareness and Campus Security Act of 1990"

The law was amended in 1992 to add a requirement that schools afford the victims of campus sexual assault certain basic rights, and was amended again in 1998 to expand the reporting requirements. The 1998 amendments also formally named the law in memory of Jeanne Clery.

What is a CSA?

CSA stands for "Campus Security Authority." CSA's are usually found in departments responsible for, but not limited to, student and campus activities, safety/security, discipline, housing, human resources, or judicial proceedings. This designation also includes any individual who has been specified by ASUPD to receive and report offenses. CSA's are responsible for reporting the number of crimes and incidents as described in the Clery Act that occur in their department to the ASU Police Department. These numbers are then included in the federally-mandated Clery Report, which is distributed every year by October 1st..

How do I know what to report?

You must report all allegations of crimes that you determine are made in good faith as a statistic that will be included in the Annual Security Report. Although law enforcement personnel may conclude after further investigation that some allegations are not substantiated by the facts or the law, you must report information that is reported to you. Neither a formal police report nor an investigation is needed in order for a crime report to be included in these statistics. Your responsibility is to provide as accurate and complete a description as possible of what happened, including the location and whether the victim or alleged perpetrator was a student.

What crimes must I report?

The Annual Security Report must include statistics on nine types of crime:

- o Criminal Homicide - (A) Murder and Non- Negligent Manslaughter, and (B) Negligent Manslaughter;
- o Sex Offenses - (A) Forcible Sex Offenses and (B) Non-Forcible Sex Offenses;
- o Robbery;
- o Aggravated Assault;
- o Burglary;
- o Motor Vehicle Theft;
- o Arson;
- o Arrests and Disciplinary Referrals for liquor law violations, drug law violations, and illegal weapons possession; and
- o Hate Crimes/bias.

Campus Police will ensure that crimes are properly classified.

Who must report campus crime?

In addition to the Police Department, Campus Security Authorities must report any crimes or incidents that may be crimes that are reported to them. You are a Campus Security Authority if you fit any the following descriptions: 1. Individuals with Campus Security responsibility staff assigned to security functions. 2. Designated Individuals – any individual or organization identified on the campus as Clery Coordinator to which crimes must be reported.

CSA/CLERY TRAINING QUIZ

1. Colleges must have timely warning policies in place, but the Clery Act does not require the college to publish that policy in the Annual Security Report.
True or False?
2. If an incident occurred on public property right next to an academic building that was on-campus, but occurred between two non-students, is there any obligation to report it?
Yes or No?
3. A bicycle belonging to a student is stolen from a rack on-campus. Is this a reportable Clery Act statistic?
Yes or No?
4. Arrests for liquor law violations are reportable under the Clery Act?
Yes or No?
5. All crimes designated as “hate crimes” under the Department of Justice guidelines must be reported.
True or False?
6. The current fine for violating the Clery act is \$51,008 per infraction.
True or False?
7. It is a requirement of the Clery Act to publish monthly stats on your campus website.
True or False?
8. CSA’s are defined by job title.
True or False?
9. The Annual Safety report must be distributed by Oct 1st annually.
True or False?
10. Licensed professional mental health counselors and pastoral counselors are exempt from CSA reporting.
True or False?

Answers:

1. False
2. Yes
3. No
4. Yes
5. True
6. False
7. False
8. False
9. True
10. True

Your role as a...

CAMPUS SECURITY AUTHORITY (CSA)

...under the Jeanne
Clery Act

Albany State University Police Department



The History of the Clery Act



- In 1986 Jeanne Clery was raped and murdered in her dorm room at Lehigh University. The school had failed to inform students about the 38 violent crimes on campus in the 3 years preceding her murder.
- The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (referred to as the Clery Act) was enacted in her memory.



The Goal of the Clery Act

- **To ensure both current and prospective students, their parents, and both current and prospective employees have access to accurate information about crimes committed on campus and about campus security procedures.**



SECTION 1 of 3

- **CLERY ACT BASICS**

- Overview
- Why the the Clery Act is important
- Requirements of the Clery Act
- Review

Overview

The Clery Act requires institutions of higher education receiving federal financial aid to report specific crime statistics and provide safety and crime information to members of the campus community.

Colleges and universities are required to make timely warnings, emergency notifications, and provide annual information about campus crime statistics and security policies.

Institutions found to be in violation of the Act can be fined up to \$57,317 per incidence. The fine is imposed by the U.S. Department of Education, the agency charged with enforcement of the Act.



Importance of the Clery Act

Many crimes, especially sexual assaults, are not reported to police.

The Clery Act requires that the University gather and publish crime data from multiple sources, including Campus Security Authorities, to ensure that students and others know about potential dangers on campus—even if those crimes were never reported to law enforcement by the victims.

Requirements of the Clery Act

- **Disclose, collect, classify and count crime** reports and statistics.
- **Issue crime alerts** . Known as a “timely warning,” these alerts are disseminated for any Clery Act-specified crime that represents an ongoing threat to the safety of students or employees.
- **Issue emergency notifications** upon confirmation of significant emergency or dangerous situation involving immediate threat to health or safety.
- **Publish the Annual Safety and Fire Report.**
- **Submit crime statistics** to the Department of Education.
- **Maintain a publicly available daily crime log.**
- **Implement missing student notification procedures.**
- **Maintain fire safety information** - including fire log, annual fire report with statistics and policy statements.



Requirements of the Clery Act

Institutions must report (annually and on-going) the following:

- Where crimes occurred
- Type of crimes reported

Employees and students are notified by **October 1** of each year that the campus Annual Safety and Fire Report is updated and available.



Review

- Many crimes, especially sexual assaults, are not reported to police.
- The Clery Act requires institutions of higher education receiving federal financial aid to report specific crime statistics and provide safety and crime information to members of the campus community.
- Each campus is responsible for establishing appropriate procedures to implement these requirements.
- Employees and students are notified by October 1 of each year that the campus Annual Security and Fire Safety Report is updated and available.

SECTION 2 of 3

- **CAMPUS SECURITY AUTHORITIES**
 - What is a Campus Security Authority?
 - CSA designation
 - Examples of a CSA
 - CSA reporting exemptions
 - Review

Campus Security Authority Definition

The Clery Act requires that the University gather and publish crime data from multiple sources, including data from any person deemed to be a Campus Security Authority (CSA).

The law defines 4 categories of Campus Security Authorities:

- University Police
- Non-police security staff responsible for monitoring University property
- Staff members/offices designated under ASU policy as those to whom crimes should be reported
- “Officials with significant responsibility for student and campus activities”.



CSA Designation

CSAs are defined by **job function** and not by title.

Function

A CSA is anyone who has significant responsibility for student and campus activities.

The law defines "significant responsibility" broadly, and includes, but is not limited to:

- Student Housing
- Student Conduct and Campus Judicial Proceedings



Examples of a CSA

Examples of CSAs

- Deans
- Student Housing staff
- Athletic coaches
- Student activities coordinators
- Officials who oversee a student center
- Student judicial officers
- Resident Advisors (RAs)
- Student advisors
- Faculty advisors to student organizations

Non CSAs

- Administrative staff not responsible for student activities (e.g., payroll, facilities)
- Clerical staff
- Individual faculty who do not serve as advisors to registered student organizations
- Doctors in the Student Health Center or Counselors in the Counseling Center, who only provide care to individual students



CSA Reporting Exemptions

Licensed professional mental health counselors.

Pastoral counselors (employed by a religious organization to provide confidential counseling) and are **working within the scope of their license or religious assignment.**

Although licensed mental health professionals and pastoral counselors are exempt from Clery Act requirements, the University encourages such counselors to tell victims about the Confidential Reporting Process, if, in their judgment, it is appropriate to discuss crime reporting with this client.

Victims have the option of reporting crimes confidentially to a CSA. This means the University will keep a record that a crime occurred but will not publish any identifying information. Reports filed in this manner are counted and disclosed in the annual crime statistics.



Review

- CSAs are defined by job function and not by title.
- A CSA is anyone who has significant responsibility for students AND campus activities.
- Examples of CSAs include deans, student housing staff, athletic coaches, and student coordinators and advisors.
- Administrative, clerical staff or faculty positions without responsibility for student activities or advising do not meet the requirements of a CSA.
- Licensed professional mental health and pastoral counselors are exempt from Clery Act reporting requirements.



SECTION 3 of 3

- **RESPONSIBILITIES & REPORTING**

- Overview
- What crimes to report
- Limitations on crimes to report
- Geography of reporting
- How to make a report
- Review

Responsibilities & Reporting Overview

- **CSAs are responsible for collecting information on and reporting certain crimes that are reported to them by students and employees.**
- **The following slides in this section will help CSAs know what crimes need to be reported and how to report them within the provisions of the Clery Act.**

What Crimes to Report

- **What is a CSA required to report?**
 - Criminal homicide (murder and manslaughter)
 - Sex offenses (Rape, Fondling, Statutory Rape, Incest)
 - Aggravated assault
 - Robbery
 - Burglary
 - Motor vehicle theft
 - Arson
 - Hate crimes, including any of the crimes listed above or any other crime causing bodily injury, if motivated by race, gender, gender identity, religion, sexual orientation, ethnicity, national origin or disability. As of 2008, please also report hate crimes that involve larceny/theft, simple assault, vandalism or intimidation.
 - Arrests and discipline referrals for liquor, drug and weapons law violations.



What Crimes to Report

In March 2013, President Obama signed a bill that strengthened the Violence Against Women Act (VAWA). Included in the bill was the Campus Sexual Violence Elimination Act (Campus SaVE) that amends the Clery Act to include reporting of the following effective 2014:

1. Dating violence
2. Domestic violence
3. Stalking

The three Clery crimes listed above must be tracked for inclusion in the reporting of Clery crime statistics as of the 2014 Annual Safety Report. The Annual Security Report must also include updated policy statements to include VAWA requirements addressing the ASU Sexual Harassment Policy and procedures for responding to complaints of sexual harassment.



Limitations on Crimes to Report

You are required to report the crimes listed on the previous slides only if they occurred within particular geographical areas.

Those areas are:

- On-campus, as defined by the Clery Act
- Off campus, as defined by the Clery Act



On-Campus Locations Defined

On-campus locations for the ASU campus includes all buildings and properties contiguous with main campus.

On-campus also includes streets, grounds and parking lots within campus boundaries and...

- On-campus housing facilities, even if privately owned or operated.
- Public property adjacent to campus (roads, sidewalks).

Off-Campus Locations Defined

Some off-campus locations are deemed so closely related to the University that crimes at these locations are included in campus crime statistics:

Any building or property owned or controlled by ASU that is used in direct support of ASU's educational purposes, is frequently used by students and is not "on-campus" property.

Foreign Locations

Situation

- **ASU opens and operates a campus in another country.**
- **Students go abroad for credit in a program not run by ASU.**
- **ASU runs an international program – contracts with an international entity to provide services and/or space.**

Clery Requirements

... Must report.

... No Clery reporting obligations.

... Must report if ASU “owns or controls” (e.g., leases) international property.



Reporting Exceptions

As a CSA, you DO NOT have to report the following:

- A crime that occurred before the victim came to the University.
- A crime that occurred while the victim was away from campus and not involved in a ASU activities (e.g., at home during break).



What to Do - Overview

If someone reports a crime to you...

1. Get the facts: Who, what crime, when, where, how, etc.
2. Immediately report all Clery Act crimes to ASUPD so the campus can comply with timely warning policies and maintain accurate crime statistics for the Annual Security Report.
3. Inform victims of their options, including confidential reporting and offering referrals to resources (e.g., campus assistance programs or a counseling or advocacy service, if appropriate).



What to Do – Reporting to Campus Safety

- Describe the incident/crime as completely and accurately as you can.
- You do not need to make a judgment about or investigate what happened, just get the facts as they are reported to you.

Note: If the victim reports a crime to you, but wishes to remain anonymous, you still need to report the incident, but you do not need to identify the victim.



Review

- The Clery Act requires institutions of higher education receiving federal financial aid to report specific crime statistics and provide safety and crime information to members of the campus community.
- Each campus is responsible for establishing appropriate procedures to implement these requirements.
- A Campus Security Authority (CSA) is anyone who has significant responsibility for student AND campus activities.
- CSAs are required to: get the facts, report all Clery-related crimes to the police department, inform victims of confidential reporting options, and offer referrals to resources.



Resources for CSAs

- Albany State University Police Department

<https://www.asurams.edu/police/emergency-preparedness/>

- U.S. Dept. of Education Handbook for Campus Safety and Security Reporting

- <https://ifap.ed.gov/eannouncements/attachments/HandbookforCampusSafetyandSecurityReporting.pdf>

- ASU's current Annual Safety and Fire Report

- <https://www.asurams.edu/wp-content/uploads/Police/Annual-Fire-Safety-Report-2018.pdf>

